



**BRIDLINGTON TOWN COUNCIL**  
**Minutes of the Council Meeting held on 18<sup>th</sup> March 2020**  
**in the Key Centre, Quay Road (at the rear of Christ Church), Bridlington**

Present: Councillors Dealtry, Finlay, Foster, Heslop-Mullens, Holmes, C Marsburg, S Marsburg, T Milns & Norman a total of nine (9) Councillors. One Member of the public was present and Mrs Paula King, Town Clerk took the minutes.

**255.19 Mayor's Welcome:**

The Mayor welcomed everyone to the meeting. The Mayor referred to the intention to permit audio recording of the meeting.

**256.19 Apologies for absence:**

**RESOLVED:** *Apologies were received and accepted from Councillor Dixon, M Milns & Walker.*

**257.19 Declarations of Interest:**

- a) To record declarations of interest by any member of the council in report of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.

**RESOLVED:** *Councillors Dealtry & Finlay declared a non-pecuniary interest for item 10 on the agenda as they are members of the Royal British Legion.*

- b) To note dispensations given to any member of the council in respect of the agenda items listed below.

**RESOLVED:** *There were none.*

**258.19 Public Participation session to include items on the agenda (two minutes per person - maximum of fifteen minutes) to include members of the Public and Councillors with interests):**

A member of the public shared that the Bridlington Central Action Group had been able to undertake the monthly meeting taking extra precautionary measures.

**259.19 Civic Appointments from 20<sup>th</sup> February – 18<sup>th</sup> March 2020**

Mayor & Mayoress:

23.02.20	Promotion of the new carvery at The Lodge
29.02.20	HMS Prince Wales in Liverpool
04.03.20	Parish Meeting
09.03.20	Commonwealth Flag Raising
13.03.20	Regeneration Scheme Information Visit
14.03.20	Boxing Presentation at Club for Young People
18.03.20	Presentation to the Moldavian Karate Club as part of the Martial Arts Federation UK

**Total of 7 Civic Duties attended by the Mayor & Mayoress**

Deputy Mayor & Deputy Consort:

26.02.20	Highcliffe Manor Open Day in Flamborough – Cllr Foster
04.03.20	Dementia Friendly Meeting – Cllr Foster
04.03.20	Parish Meeting – Cllr Foster & C Marsburg
06.03.20	Women's World Day of Prayer – Cllr Foster
09.03.20	Commonwealth Flag Raising – Cllr Foster & C Marsburg
10.03.20	Bridlington Central Action Group meeting – Cllr C Marsburg
13.03.20	Regeneration Scheme Information Visit – Cllr Foster & C Marsburg
13.03.20	Hessle Civic Dinner – Cllr Foster & C Marsburg
16.03.20	Bridlington Old Town Association meeting – Cllr Foster

**Total of 9 Civic Duties attended by the Deputy Mayor & Deputy Consort**

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Most of the Other Councillors:

27.02.20	Youth Coalition Meeting – Cllr T Milns
02.03.20	Bridlington Tourism Association Meeting – Cllr Holmes
03.03.20	Town Improvement Forum Meeting – Cllr Holmes & Norman
04.03.20	Challenge Bridlington at East Riding College – Cllr Heslop-Mullens
04.03.20	Parish Meeting – Cllrs Heslop-Mullens, Finlay, S Marsburg, Walker & Holmes
05.03.20	Christmas Meeting – Cllr Holmes
06.03.20	Women’s World Day of Prayer – Cllr Finlay
09.03.20	Commonwealth Flag Raising – Cllrs Finlay, Walker & Norman
10.03.20	Bridlington Central Action Group meeting – Cllr Norman & Walker
13.03.20	Regeneration Scheme Information Visit – Cllrs Heslop-Mullens, Norman & Walker
13.03.20	Archbishop of York John Sentamu Visit – Cllr Heslop-Mullens, Norman & Walker
14.03.20	Neighbourhood Watch meeting – Cllr Walker
16.03.20	Bridlington Old Town Association meeting – Cllrs Heslop-Mullens & Norman

**Total of 13 Civic Duties attended by other Councillors**

**RESOLVED:** *The Council resolved to retrospectively approve the Bridlington Town Council plaque for presentation to HMS Prince of Wales.*

**260.19** To approve the minutes of the Council meeting on 19.02.20 as a true record:

**RESOLVED:** *The minutes of the Council meeting held on 19.02.20 are approved as a true record.*

**261.19** To receive the minutes of the Planning & Environmental Committee meeting on 09.03.20:

**RESOLVED:** *The minutes of the Planning & Environmental Committee meeting on 09.03.20 are approved.*

**262.19** To receive the minutes of the Finance & General Purposes Committee meeting on 10.03.20:

**RESOLVED:** *The minutes of the Finance & General Purposes Committee meeting on 10.03.20 are approved.*

**263.19** To receive an update, consider Plans and Lease elements for the new offices at 2A Marshall Avenue - Cllr’s Holmes & Marsburg:

**RESOLVED:** *The Council resolved the following regarding:*

- 1. The Council approves the revised plan ensuring amendments for boiler room door, Air conditioning, and reception area is not a sliding window and to enquire if the upstairs disability toilet could be moved,*
- 2. The Council resolves to seek appropriate alternative legal advice for the creation of a lease,*
- 3. The Council to arrange another on site meeting (when it is safe to do so) with the Project Manager and ERVAS to arrange furniture, sockets, switches, lights and IT network points.*

**264.19** To receive a verbal report regarding Armed Forces Day event in Bridlington. Councillor Finlay briefed the Council with what elements have already been put in place for this years Armed Forces Day event:

**RESOLVED:** *The information was noted.*

**265.19** To receive an update for Christmas 2020 from the Christmas Working Group Report:

**RESOLVED:** *The Council resolved to work with the Bridlington Christmas Community Group with the following:*

- 1. The Council is willing to work with the Bridlington Christmas Community Group but would prefer to await confirmation from the Group regarding the official set up*

arrangements before any expenditure is approved for the event.

2. To investigate what lighting enhancements could be integrated with the lighting company.
3. To investigations with the ERYC with regards to the tree pit and how this could be adapted to ensure the tree looked the best it can look.

**266.19** To consider the Spring Newsletter 2020 for proofing for printing (to follow):

**RESOLVED:** *The Council approved the Spring Newsletter with major amendments to accommodate the quickly changing circumstances due to the Coronavirus. The Town Council considers it a duty of care to ensure information is disseminated to people in their homes particularly during these uncertain times.*

**267.19** To consider the report for further Tree planting in Bridlington – Cllr Walker:

**RESOLVED:** *The Town Council resolved to extent the partnership with the Woodland Trust into the next winter planting season and to contact every school and college in Bridlington, as we did in 2019, to offer information, encouragement and free trees. The Town Council further resolves to partner with East Riding of Yorkshire Council to maximise the publicity for tree-planting in Bridlington.*

**268.19** To consider Councillor Surgery for April 2020 and future Surgeries:

**RESOLVED:** *The Council resolved that Councillor Surgeries should be suspended until the end of May 2020 and the situation be reassessed at that time.*

**269.19** To receive a report from the Skatepark Coordinator – February 2020:

**RESOLVED:** *The information was noted, and the meeting resolved to send thanks to the Skatepark Coordinator.*

**270.19** The following items of Correspondence were commented upon or otherwise noted:

- a) 13.02.20 ERNLLCA – Social Media Training Course at Bishop Burton on 24.03.20:

**RESOLVED:** *The Council resolved that it would be safer if no one attended the training at this time.*

- b) 14.02.20 ERYC – TDY Community Fund 2020 – Consideration:

**RESOLVED:** *The Council resolved not to apply for the grant for TDY 2020 at this time.*

- c) 14.02.20 ERYC – Traffic Regulation Order for Quay Road & Savage Road, Bridlington - Response:

**RESOLVED:** *The Council resolved to support the Traffic Regulation Order for Quay Road & Savage Road in Bridlington.*

- d) 18.02.20 ERYC – Suggested Street Names – Approval required:

**RESOLVED:** *The Council resolved to approve the suggested street names for Bridlington.*

- e) 18.02.20 ERYC – Temporary Road Closure for West Crayke – Information.

- f) 21.02.20 ERYC – Prospect Street railings prospective design - Feedback:

**RESOLVED:** *The Council resolved to support the proposed designs.*

- g) 26.02.20 Planned Highway Maintenance for West Crayke, Bridlington – Information.
- h) 27.02.20 ERYC – Update for Trinity Cut Footpath Stabilisation Works – Information.
- i) 27.02.20 Bridlington Pride – Launch and details of the 2020 event.
- j) 27.02.20 Bridlington Health & Wellbeing Event at the Bridlington Spa on 27.03.20:

**RESOLVED:** *This event is now cancelled.*

- k) 28.02.20 OS Planning Maps – Update & Information.
- l) 05.03.20 ERNLLCA – Coronavirus Information for Councils:

**RESOLVED:** *The Council resolved that in these uncertain times that to be able to continue Council business to be transacted if meetings cannot take place that delegated powers and duties of the Council are given to the Clerk and the Responsible Financial Officer of the Council in consultation with the Chairman of the Council. The Council also supported the decision that those at risk and over 70 years of age should be advised not to attend any meetings relating to Council business or outside bodies with immediate effect.*

- m) 06.03.20 ERNLLCA – Dormant Assets Policy Consultation – Consider NALC Response:

**RESOLVED:** *The Council resolved to support the proposed short response by NALC to the Dormant Assets Policy Consultation document.*

- n) 06.03.20 ERYC – Alamein Barracks Draft Masterplan SPD Consultation – Response:

**RESOLVED:** *The Council noted the information and noted that the consultation events had been cancelled.*

- o) 10.03.20 ERYC – Bridlington Bay Lobster Festival – Information.
- p) 10.03.20 ERYC – No Cold Calling Zone Co-ordinator – Any nominated contacts for areas:

**RESOLVED:** *There were no Councillors available to undertake this role at this time.*

- q) 11.03.20 ERYC – Marine Spatial Planning Challenge Events.

**RESOLVED:** *The Council resolved that it would be safer if no one attended the event at this time.*

**271.19** Newsletters/Agendas & Minutes – attached unless otherwise stated:

- i. ERSAB Newsletter – February 2020:
- ii. ERYC Cabinet Newsletter – February 2020:
- iii. Bridlington Central Action Group minutes of meeting on 11.02.20:
- iv. ERNLLCA Newsletter – February 2020:
- v. The Yorkshire Regiment Newsletter – February 2020:
- vi. Dementia Friendly Bridlington minutes of meeting 4 – February 2020:
- vii. Humberside Police Update – Parish/Town news – February 2020:
- viii. Clerks & Councils Direct – March 2020 (available on request):

**272.19** To receive a statement of balances and to approve the schedule of accounts for payment:

The bank balances at 12th March 2020 stood at:

Account Name	Account type	Balance £
Town Council	Business A/C	£6,628.69
Town Council	Deposit A/C	£252,702.23
Town Council	Petty Cash	£282.34

Council Meeting Minutes

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Accounts paid since: 13th February 2020

**Bridlington Town Council:**

**Receipts In:**

Cheque/BACS	Date	Payer	Description	Amount
5	19-Feb	Cllr S Finlay	Civic Dinner Tickets	£20.00
5	19-Feb	Cllr A Walker	Civic Dinner Tickets	£40.00
5	19-Feb	Mr D Grange	Civic Dinner Tickets	£40.00
5	19-Feb	Cllr G Holmes	Civic Dinner Tickets	£40.00
6	03-Mar	Cllr C Matthews	Civic Dinner Tickets	£40.00
CR	12-Mar	L Mulvaney	Civic Dinner Tickets	£20.00

**Cash Receipts:**

Petty Cash	29-Feb	Cash Receipts	Petty Cash Receipts February	£56.00
<b>Total Receipts</b>				<b>£256.00</b>

**Payments Out:**

Cheque/BACS	Date	Payee	Description	Amount
DD	01-Mar	British Telecom	Phones and internet	£454.50
BACS 108	21-Feb	ERYC	St Johns Toilets cleaning Dec & Jan	£2,184.00
		Business Stream	St Johns Toilets water bill	£76.65
		Siemens	Photocopier Lease	£182.13
BACS 109	21-Feb	Paperchase	Mayors Cadet Yearbook	£33.00
BACS 110	27-Feb	Christ Church Bridlington	Room Hire - Full council February	£27.20
		Martin Belt Architects	Final Settlement	£425.00
		P King	Travel expenses to training course	£31.50
		Rainbow Florist Supplies	TDY Ribbon	£13.86
DD	24-Feb	Gaz Prom	Office Gas Jan	£107.29
DD	27-Feb	Haven Power	Skate park electric - January	£78.55
		Haven Power	Office Electricity - January	£48.75
SO	28-Feb	Jack Dawson Taylor	Website contract	£58.40
BACS 111/112	28-Feb	Staff Costs	February Pensions	£4,030.97
BACS 113	03-Mar	East Coast Engraving	Plaque engraving	£8.00
		Play Inspection Company	Annual Skate Park Inspection	£84.00
		United Carlton	Photocopying Charges	£167.16
BACS 114	05-Mar	Cllr L Dealtry	Civic Engagement Expenses	£130.60
Petty Cash	29-Feb	Petty Cash Expenses	February Petty Cash Expenses	£6.79
BACS 115	10-Mar	ERYC	St Johns Toilets Feb & Mar Cleaning	£2,184.00
		K Wardle	Skate Park - Feb Co-ordinator	£227.70
		K Wardle	Skate Park - Feb Maintenance	£363.66
DD	14-Mar	Gazprom	St Johns toilets electricity - Feb	£42.22
BACS 116	12-Mar	Cllr J Foster	Civic Engagement Expenses	£60.02
		Eon	Marshall Ave Electric -Final bill	£25.94
DD	19-Mar	Haven Power	Marshall Ave Electric -New supplier	£3.66
DD	19-Mar	Haven Power	Office Electricity	£46.57
MAR 07	13-Mar	Assent Building Co	Building Regs Invoice 2 of 2	£900.00
DD	21-Mar	Gaz Prom	Office Gas Feb	£96.63
<b>Total Payments</b>				<b>£12,098.75</b>

**RESOLVED:** *The accounts are approved for payment.*

**273.19** To receive notice of items for inclusion on the next agenda for Wednesday 15<sup>th</sup> April 2020:

- Bridlington Health Forum invited to brief the Council to the current situation at Bridlington Hospital at the next appropriate meeting or provide information in the interim period.

Signed:



Mayor of Bridlington

Date:

15<sup>th</sup> April 2020