



BRIDLINGTON TOWN COUNCIL
Minutes of the Council Meeting held on 19th August 2020
in the Key Centre, Quay Road (at the rear of Christ Church), Bridlington

A hybrid meeting was held with Councillors Foster & C Marsburg (2) physically in attendance at the Key Centre and Councillors Finlay, Heslop-Mullens, M Milns, T Milns, Norman & Walker (6) remotely attending. The Clerk collated all feedback and comments.

64.20 Deputy Mayor's Welcome:

The Deputy Mayor welcomed everyone to the meeting in the room and online and referred to the intention to permit audio recording of the meeting.

65.20 Apologies for absence:

RESOLVED: *Apologies were received and accepted from Councillors Dealtry, Dixon, Holmes & S Marsburg (4).*

66.20 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 Heslop-Mullens, Norman and Walker declared a non-pecuniary interest on items 15, 18c, 18e, 18f, 18g, 18j, 18k, 18l 18m, 18p, 18r, 18s & 19v on the agenda as they all refer to East Riding of Yorkshire Council (ERYC) business and those Council Members are also Councillors of the ERYC.*

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

RESOLVED: *There were none.*

67.20 Public Participation:

RESOLVED: *One member of the public provided the Council with a brief with regards to a recent incident in the Town centre. The information was shared with the Councillors.*

68.20 Civic Duties - Civic Appointments from 16th July to 19th August 2020

Mayor & Mayoress:

25.07.20	RNLI Lifeboat Open Day
28.07.20	Presentation at Priory Church of Mayor's Cadet Sash and Badge to Sgt Isobel Waldie
29.07.20	Food bank meeting at Morrisons Supermarket
01.08.20	Yorkshire Day Flag Raise
02.08.20	Mayor's Parlour Photoshoot
13.08.20	VJ Flag Raising at the War Memorial
15.08.20	Bridlington Veterans Breakfast Club
15.08.20	VJ Service at the War Memorial

* 06.07.20 Food bank meeting with Country Style Foods – retrospective addition *

Total of 9 Civic Duties attended by the Mayor & Mayoress

Deputy Mayor & Deputy Mayor Consort:

01.08.20 Bridlington Town Football Club Clubhouse opening – Cllr Foster

Total of 1 Civic Duties attended by the Deputy Mayor & Deputy Mayor Consort

Most of the Other Councillors:

23.07.20	Youth Forum Coalition Meeting – Cllr T Milns
27.07.20	Virtual Youth Conference Meeting – Cllr T Milns
27.07.20	East Riding of Yorkshire Chairmans Awards – Cllrs Finlay, T Milns & M Milns

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01.08.20 Bridlington Town Football Club Clubhouse Opening – Cllr Finlay
Total of 4 Civic Duties attended by other Councillor

Mayor's Cadet:

28.07.20 Presentation at Priory Church of Mayor's Cadet Sash and Badge to Sgt Isobel Waldie
Total of 1 Civic Duties attended by Mayor's Cadet

69.20 To approve the minutes of the Council meeting held on 15.07.20 as a true record:

RESOLVED: *The minutes of the Council meeting held on 15.07.20 are received as a true record.*

70.20 To receive the minutes of the Newsletter Committee held on 29.07.20 as a true record:

RESOLVED: *The minutes of the Newsletter Committee held on 29.07.20 are approved.*

71.20 To receive the minutes of the Planning & Environmental Committee held on 03.08.20:

RESOLVED: *The minutes of the Planning Committee held on 03.08.20 are approved.*

72.20 To receive the minutes of the Contracts & Policy Committee held on 11.08.20:

RESOLVED: *The minutes of the Contracts & Policy Committee held on 11.08.20 are approved.*

73.20 To receive a verbal report for the new offices at 2A Marshall Avenue:

RESOLVED: *The information was noted and some photos shared.*

74.20 To receive the updated Council Committee Membership:

RESOLVED: *The information was noted.*

75.20 To receive the completed and audited annual return as at 31.03.20:

RESOLVED: *The Council officially received the completed audited Annual Return (AGAR). The Council resolved to convey thanks for the successful audit to the Responsible Financial Officer, Mrs Exon, especially given that the AGAR was undertaken during Covid-19 with the Council having to successfully overcome the legal obstacles for undertaking the business of the Council.*

76.20 To consider the update for the Humphry Sandwith Plaque placement:

RESOLVED: *The information was noted and the Council wished to ensure that the plaque contents are as accurate as possible for permanent placement if the Listed Building permission is granted. The Council was pleased to hear that Mr James Sandwith was assisting with the project along with local historians.*

77.20 To consider the report for BTC plaque and letter from Councillor Finlay:

RESOLVED *The Council approved the presentation of a Town Council Plaque and letter from the Mayor of Bridlington to present to the Mayor of Ouistreham when Race the Waves Representatives visits France in September this year. It is hoped that the gesture will further ties and encourage our French friends to return to the Bridlington Event in 2021.*

78.20 To consider the collated Code of Conduct Responses for submission:

RESOLVED *The Council did not have any comments to submit to the Code of Conduct Consultation.*

79.20 To consider the report from the Bridlington in Bloom working group:

RESOLVED *The Council approved the following regarding:*

1. *The proposed winners for the Council to undertake the presentations are approved.*
2. *The presentation money is arranged with the RFO 1st place £100, 2nd place £50 and 3rd place £25.*
3. *The winners are offered the option of a BTC plaque or an outside wall plaque.*
4. *Next year's competition is to include more photos for the entries to enable judging to be more informed.*
5. *Advertising of the winners and a press release is to be conducted as outlined on the BTC website, BTC Newsletter, BTC social media and provided to all local media outlets.*

80.20 To consider the Skatepark Coordinators Monthly Report – July 2020:

RESOLVED: *The report was noted and the Council resolved that thanks be conveyed to the Skatepark Coordinator.*

81.20 To receive items of correspondence:

- a) 09.07.20 Spotlight Theatre – Update on operations.
- b) 09.07.20 Royal Navy – Introduction of Naval Regional Commander.
- c) 10.07.20 ERYC – Reopening the High Street Safely Fund.
- d) 20.07.20 NALC – Communities framework & the Devolution white paper – Information.
- e) 23.07.20 ERYC – Late Response from ERYC regarding Coronavirus List and Emergency Planning.
- f) 24.07.20 ERYC – Temporary Road Closure – Part of Beckhill, Bridlington.
- g) 27.07.20 ERYC – Temporary Road Closure – Part of Cadman Road, Bridlington
- h) 27.07.20 Royal British Legion – Remembrance Information for 2020.
- i) 28.07.20 Power for the People – The Local Electricity Bill's Reintroduction:

RESOLVED: *The Council resolved to offer a non-committal, without prejudice support for the Local Electricity's Bill Reintroduction.*

- j) 29.07.20 ERYC – Code of Conduct Training – Council needs.
- k) 29.07.20 ERYC – Extinguishment Order for Bridlington Palace Avenue Path.
- l) 29.07.20 ERYC – Creation Order for Bridlington Footpath No.38.
- m) 04.08.20 ERYC – Regional Driving Assessment Centre and Transport Hubs Project Information.
- n) 06.08.20 Network Rail – Improvement Work at Bridlington Station.
- o) 10.08.20 Mr Fradley – Parish Transport Update and Feedback for Train Services:

RESOLVED: *The Council resolved to convey thanks to Mr Fradley, Parish Transport Champion, for all his efforts and provision of information.*

- p) 10.08.20 ERYC – A165 Scarborough Road, Bridlington – Construction of a new roundabout.
- q) 10.08.20 ERNLLCA – HR Support & Advice.

RESOLVED: *The Chair of Staffing requested a copy be placed in the Staffing folder for future reference.*

- r) 11.08.20 ERYC – Response regarding Car Parking in Bridlington.
- s) 12.08.20 ERYC – Parish and Town Council Charter Consultation – Extension of consultation.

82.20 Newsletters/Agendas & Minutes – attached unless otherwise stated:

- i. Bridlington Central Action Group minutes of meeting of 14.07.20.
- ii. ERNLLCA Newsletter 6.

- iii. Bridlington Town Centre Seafront Public Realm Improvements – Newsletter Issue 1 – July 2020:
- iv. Youth Coalition notes of Virtual meeting of 23.07.20:
- v. ERYC – ASB Six Month Statistics – Bridlington Wards:
- vi. Humberside Police – Parish/Town News Release – July 2020:
- vii. East & North Yorkshire Waterways Partnership Newsletter – Summer 2020:
- viii. Yorkshire Regiment Newsletter – August 2020:
- ix. CPRE – Fieldwork Magazine – Summer 2020 (available on request):
- x. CPRE – Countryside Voices – Summer 2020 (available on request):

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

The bank balances at 12th August 2020 stood at:

Account Name	Account Number	Account type	Balance £
Town Council		Business A/C	£15,000.00
Town Council		Deposit A/C	£273,002.25
Town Council		Petty Cash	£112.86

Accounts paid since: 8th July 2020

Bridlington Town Council:

Receipts In:

Cheque/BACS	Date	Payer	Description	Amount
CR	20-Jul	P King	Payment for UK Flag	£35.00
CR	17-Jul	HMRC	VAT Repayment 1st Quarter	£1,119.57

Cash receipts

Petty Cash	31-Jul	Petty Cash Receipts	July Petty Cash Receipts	£26.25
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Total Receipts £1,180.82

Payments Out:

Cheque/BACS	Date	Payee	Description	Amount
DD	16-Jul	Gazprom	St John's Street Electric - June	£38.34
BACS 28	10-Jul	K Wardle	Skatepark June Maintenance	£560.10
		K Wardle	Skatepark June Co-ordinator	£276.00
BACS 29	15-Jul	P King (RE: Item from EBay)	Reimbursement for Thermometer	£20.49
BACS 30	21-Jul	CPRE	Annual Membership fee	£36.00
		Christ Church Bridlington	Room Hire Full council 15/7/20	£30.00
		Hi Fliers	UK Flag	£42.00
DD	23-Jul	Gaz Prom	Office Gas Bill June	£25.54
DR	28-Jul	HSBC	Bank Charges to 6/8/20	£6.50
BACS 31	30-Jul	ERYC	St Johns Toilets Rates payment 5/10	£115.00
		Intruder Alarms	Annual Service	£79.00
BACS 32/33	31-Jul	Staff Costs	July Staff Costs	£3,811.17
BACS 34	06-Aug	Came & Company Insurance	Annual Insurance Premium	£7,209.64
		Bridlington Stationers	Paper, staples, window envelopes	£59.29
		Business Stream	Office Water Bill	£49.00
		Siemens	Photocopier Lease	£182.13
		Tiger Computers	Webcam	£30.00
		Bridlington Window Cleaning	Bus shelters & office windows (12 months)	£490.00
Petty Cash	31-Jul	Petty Cash Expenses	July Petty Cash Expenses	£65.63
DD	16-Aug	Gaz Prom	St Johns July Water	£41.34
DD	22-Aug	Gaz Prom	Office Gas	£20.75
MAR 08	10-Aug	Springvale Homes	Marshall Ave Renovation July 20 part payment	£15,000.00
MAR 08A	13-Aug	Springvale Homes	Marshall Ave Renovation July 20 balance payment	£7,824.36
BACS 35	13-Aug	ERYC Supplies	Sterile Wipes	£9.31
		ERYC	St Johns Toilets Cleaning April to July	£3,399.98
		PKF Littlejohn	Annual External Audit Fee	£960.00
MAR 09	14-Aug	Property Shop Yorkshire	Marshall Ave Project Management	£4,166.22
BACS 36	14-Aug	Business Stream	St Johns toilets water Bill	£62.56

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		K Wardle	Skate Park - July maintenance	£538.74
		K Wardle	Skate Park - July Co-ordinator	£345.00
DD	18-Aug	Haven Power	Marshall Avenue Electricity - July	£6.63
DD	18-Aug	Haven Power	Skate Park Electric - July	£58.45
DD	18-Aug	Haven Power	Office Electric - July	£49.62
Total Payments				<u>£45,608.79</u>

RESOLVED: *The accounts are approved for payment.*

84.20 To receive notice of items for inclusion on the next agenda for Wednesday 19.08.20:

- Update for Marshall Avenue.
- National Highways and Transport (NHT) Public Satisfaction Survey Consultation.
- ERYC Local Cycling and Walking Infrastructure Plans – Bridlington Consultation.
- ERYC Licencing Policy Consultation.
- World and National Homeless Day report to Council for consideration – Councillor Walker.

Signed:



Mayor of Bridlington

Date:

16/09/20