



BRIDLINGTON TOWN COUNCIL
Minutes of the Council Meeting held on 21st March 2018
in the Key Centre, at the rear of Christ Church, Quay Road, Bridlington

Present: Councillors B Croft, C Croft, Dealtry, Dixon, Finlay, Foster, Heslop-Mullens, Holmes, Marsburg & T Milns a total of ten (10) Councillors. Three members of the public were in attendance and Mrs Paula King, Town Clerk took the minutes.

221.17 The Mayor's Welcome:

Councillor Marsburg welcomed everyone to the meeting. The Mayor informed the meeting of the shortlisting success of the two submissions by the Town Council for a Chairman's Award. The Mayor then read out the intention to audio record the meeting.

222.17 Apologies for absence:

RESOLVED: *Apologies were received and accepted from Councillors Copsey & M Milns.*

223.17 Declarations of Interest:

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

RESOLVED: *There were none.*

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

RESOLVED: *There were none.*

224.17 Public Participation session to include items on the agenda (two minutes per person - maximum of fifteen minutes):

A member of the public updated the Council with the latest developments regarding the issues surrounding the amendments to the car parking arrangements in front of the shops on Marton Road. Details of how the group of shops have adhered to all requests from the East Riding of Yorkshire Council (ERYC) for the project and how conflicting responses are received from everyone they have spoken to. The frustration and disappointment was outlined and the member of the public asked for the Town Council's assistance with the matter. Councillor Finlay informed that the officer who was predominantly dealing with the matter in one of the departments is no longer in post which will have impeded communications. Councillor Finlay pledged to assist the member of the public.

Another member of the public enquired about when the road works in Bridlington would be completed. The member of public was informed that the ERYC were the Council undertaking the works and their details were taken for some information that we have received regarding the matter to be forwarded to them to help with their enquiry.

225.17 To receive the Civic Appointments from 22nd February 2018 – 21st March 2018

Mayor & Mayoress:

25.02.18	East Riding County Legal Service
01.03.18	Men in Sheds Official Opening
05.03.18	Rock Challenge at Bridlington Spa
08.03.18	Alzheimer's Information Event at Station Avenue Doctors Surgery
08.03.18	Kirkgate House Celebrates 40 years
10.03.18	Mayor of Filey Civic Dinner
12.03.18	Commonwealth Flag Raising at the War Memorial
18.03.18	Mayor of Hessle Civic Service

Total of 8 Civic Duties attended by the Mayor & Mayoress

Deputy Mayor & Deputy Mayoress:

03.03.18 Mayor of Goole's Charity Concert
 07.03.18 East Riding College Further Education Awards & Annual Meeting at Bridlington Spa
 12.03.18 Commonwealth Flag Raising at the War Memorial

Total of 3 Civic Duties attended by the Deputy Mayor & Deputy MayoressMost of the Other Councillors:

01.03.18 Men in Sheds Official Opening
 07.03.18 East Riding College Further Education Awards & Annual Meeting at Bridlington Spa
 12.03.18 Commonwealth Flag Raising at the War Memorial

Total of 3 Civic Duties attended by other Councillors

226.17 The minutes of the Council meeting held on 21.02.18 as a true record:

RESOLVED: *The minutes of the Council meeting held on 21.02.18 are received as a true record.*

227.17 The minutes of the Planning & Environmental Committee meeting on 12.03.18:

RESOLVED: *The minutes of the Planning & Environmental Committee held on 12.03.18 are approved.*

228.17 The minutes of the Staffing Committee meeting on 13.03.18:

RESOLVED: *The minutes of the Staffing Committee held on 13.03.18 are approved with a minor amendment.*

229.17 The minutes of the Finance & General Purposes Committee meeting on 13.03.18:

RESOLVED: *The minutes of the Extraordinary Finance & General Purposes Committee held on 13.03.18 are approved.*

230.17 To consider the Spring Newsletter 2018 for retrospective approval for printing:

RESOLVED: *The newsletter was retrospectively approved.*

231.17 To consider the report for Bridlington in Bloom 2018.

RESOLVED: *The Council resolved the following regarding:*

- i. The Council launches the 2018 Bridlington in Bloom competition following Mayor Making meeting on 09.05.18.*
- ii. The Council approves the expenditure for the Town Council plaque for the winners of this year's competition and the certificates for 2nd and 3rd places.*
- iii. The Clerk is requested to seek an update regarding the 3 planted areas with the East Riding of Yorkshire Council.*

232.17 To consider a Report for the Changes to Council Committee Representation, Outside Posts & Responsibilities & Emergency Plan:

RESOLVED: *The following amendments were made to the following working groups, committees and the Town Council's Emergency Plan:*

- Flag Working Group – Councillor Thelma Milns*
- Mayors Cadet Working Group – Councillor Thelma Milns*
- Finance and General Purposes Committee – Councillor Jackie Foster*
- Staffing Committee – Councillor Glenn Holmes*
- Staffing Executive Committee – Councillor Glenn Holmes*



- *Emergency Contact for Bridlington Old Town Ward for Emergency plan – Councillor Jackie Foster*

233.17 To consider the information regarding General Data Protection Regulation (GDPR).

RESOLVED: *The information was noted and the Council resolved to endeavour to address the twelve (12) point plan as soon as possible and undertake a data audit to ensure that all data and information retained at the Town Council is appropriately kept in accordance with the Information Commissioner's Office guidelines for GDPR. Councillor Finlay will work with the office to assist and progress will be reported to the next full council meeting in April.*

234.17 To consider the report from the Skatepark Coordinator – January 2018:

RESOLVED: *The Council noted the report with thanks to be conveyed to the Skatepark Coordinator.*

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

- a) 15.02.18 ERYC – Traffic Regulation Order for prohibition of on street parking places for prohibition of waiting and Bus Stop Clearway on Limekiln Lane, Bridlington:

RESOLVED: *The Council resolved to support the ERYC Traffic Regulation Order for (On Street Parking Places)(Civil Enforcement)(Consolidation) (Amendment 8)(Prohibition of Waiting and Bus Stop Clearway, Limekiln Lane, Bridlington 2018.*

- b) 20.02.18 ERYC – Traffic Regulation Order for off street parking places Limekiln Lane, Bridlington:

RESOLVED: *The Council resolved to support the ERYC Traffic Regulation Order for (off Street Parking Places)(Civil Enforcement)(Consolidation)(Amendment 1)(Limekiln Lane Coach Park, Bridlington) Order 2018.*

- c) 20.02.18 ERYC – Temporary Road Closure for Jewison Lane Level Crossing, Sewerby.

- d) 28.02.18 NHS – Changes to urgent treatment services – information.

- e) 05.03.18 Brid Men in Sheds – Letter of Thanks.

- f) 06.03.18 ERNLCCA – Ethical Standards Review – Review of Code of Conduct. The Council discussed how they would like to respond to the review of the Code of Conduct:

RESOLVED: *The Council resolved to consolidate a Council response and that Councillors C Croft, Finlay, Heslop-Mullens & T Milns will assist with a response that can be approved at the full council meeting in April.*

- g) 09.03.18 ERYC – Traffic Regulation Order for on street parking places - various streets, Bridlington:

RESOLVED: *The Council resolved to support the ERYC Traffic Regulation Order (On Street Parking Places)(Civil Enforcement)(Consolidation)(Amendment 11)(Various Streets, Bridlington) Order 2018.*

- h) 11 & 13.03.18 Mr N Harvey – Update on Train Service Timetable from 20.05.18:

RESOLVED: *The Council resolved to reply to Mr Harvey to convey thanks and support for work he has undertaken for the good of the train service timetable in the area.*

- i) 13.03.18 Mr Stanley – Marton Road Shops Car Parking Area - Councillor Finlay is assisting with the matter.



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

- i. Bridlington Central Action Group minutes of meeting of 13.02.18:
- ii. Sewerby Village Residents Association minutes of meeting of 23.02.18:
- iii. Bridlington Market Traders Co-Operative March Newsletter:
- iv. Clerks & Councils Direct newsletter - March 2018:
- v. Bridlington Youth Coalition minutes of meeting of 06.03.18:

237.17 The statement of balances and to approve the schedule of accounts for payment:

The bank balances at 14th March 2018 stood at:

Account Name	Account Number	Account type	Balance £
Town Council	51385488	Business A/C	£1.00
Town Council	93662969	Deposit A/C	£305,388.38
Town Council	70985333	Deposit Bond A/C (Comm Projects Reserve)	£0.00
Town Council		Petty Cash	£174.14

Accounts paid since: 13th February 2018

Bridlington Town Council:**Receipts In:**

Cheque/BACS	Date	Payer	Description	Amount
CR	13-Feb	ERYC	Part Refund of Planning Application Fee	£330.00
CR	21-Feb	ERYC	Balance of Refund of Planning Application Fee	£55.00
4	08-Mar	Mr D Grange	Civic Dinner Tickets	£40.00
4	08-Mar	Mr G Cooper	Civic Dinner Tickets	£40.00
4	08-Mar	SJ & SF Knife	Civic Dinner Tickets	£40.00
4	08-Mar	Mr K E Shaw	Civic Dinner Tickets	£40.00
4	08-Mar	Mr G & KH Reed	Civic Dinner Tickets	£40.00
CR	09-Mar	HMRC	VAT Repayment 3rd Quarter	6549.89
Cash Receipts				
PC86	13-Feb	Doggy Bags	Doggy Bags	£26.30
PC87	28-Feb	Doggy Bags	Doggy Bags	£20.00
				Total Receipts
				<u>£7,181.19</u>

Payments Out:

Cheque/BACS	Date	Payee	Description	Amount
DD	22-Feb	N Power	Office Electricity Bill	£180.33
		N Power	Skate Park Electricity	£279.79
BACS 88	20-Feb	A Johnson Accounting	Half Year Audit Fee	£220.65
		Bob Stabler & Sons	Skate Park Skip hire	£271.80
		Bridlington Stationers	Various Stationery	£101.34
		Yorkshire Water	Office Water Bill	£29.08
		Yorkshire Water	St John's toilets water bill	£68.29
BACS 89	22-Feb	Elizabeth's Ltd	Civic chains, engraving & refurbishment	£150.00
101662	20-Feb	Snaith & Cowick TC	Civic engagement tickets	£20.00
DD	02-Mar	British Telecom	Telephone and internet charges	£520.08
BACS 90/92	28-Feb	Staff Costs	February Staff Costs	£3,526.39
BACS 91	27-Feb	Cllr C Croft	Civic Travel Expenses	£41.73
		Christ Church Comm Services	Room Hire, Full Council 21-2-18	£28.80
		Goole Town Council	Tickets for Civic Events	£12.00
BACS 93	02-Mar	Cllr C Marsburg	Civic Travel Expenses	£131.93
		ERNLLCA	Councillor Training Course - 2 members	£90.00
		Hi Fliers Ltd	Flagpole & flag for Wellington Rd Garden	£1,037.34
BACS 94	13-Mar	Christ Church Comm Services	Room Hire Full Council 21-3-18	£28.80
		ERNLLCA	Councillor Training Course - 1 member	£45.00
		ERYC	St John's toilets February cleaning	£1,053.58
		ERYC	Installation and removal of 3 Xmas trees	£720.00
		Hi Fliers Ltd	2 sets of flags for the BTC flagpoles	£1,416.85

		Kay Wardle	Skate park - February maintenance	£337.68
		Kay Wardle	Skate Park - February Co-ordinator	£217.75
		United Carlton	Photocopying Charges	£187.19
		N Power	Office Gas Bill	£173.19
Petty Cash	28-Feb	Petty Cash	February Petty Cash Expenses	£23.36
SO	28-Feb	J Dawson Taylor	Website Contract	£56.56
DR	28-Feb	HSBC	Bank charges to 6-2-18	£7.50
			Total Payments	<u>£10,977.01</u>

RESOLVED: *The accounts are approved for payment.*

238.17 To receive notice of items for inclusion on the next agenda for Wednesday 18th April 2018:

- *GDPR Update*
- *Code of Conduct response proposal.*

Section B

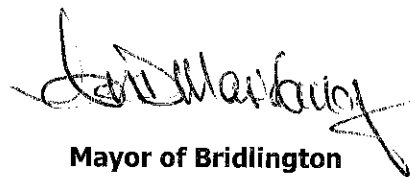
In accordance with the power granted by the Public Bodies (Admission to Meetings) Act 1960, to resolve that the Public and Media be excluded from the meeting on the grounds that confidential matters will be discussed:

239.17 To consider the report from the Contract Working Group. The meeting was updated with the current situation and initial meeting with partnership working with local community groups. Councillor Dealtry requested a recorded vote.

RESOLVED: *The Council resolved the following regarding:*

1. *The Town Council resolved to undertake a survey. The proposal was seconded and carried with a 7-2 majority with Councillors B Croft, C Croft, Foster, Heslop-Mullens, Holmes, Marsburg & T Milns voting for, and Councillors Dealtry & Dixon voting against and Councillor Finlay abstaining.*
2. *To be able to move forward swiftly the Town Council resolved that all powers be devolved to the Clerk in the interim period. The Council resolved to create a Contract Committee consisting of Councillors Finlay, Heslop-Mullens, Holmes & Marsburg (original contract working group members) with the addition of Councillors C Croft & T Milns. New Terms of Reference will have to be created and approved at the council meeting in April.*

Signed:


Mayor of Bridlington

Date:

18.04.18