



**BRIDLINGTON TOWN COUNCIL**  
**Minutes of the Finance & General Purposes Committee held at the**  
**Town Council Offices, 2A Marshall Avenue, Bridlington on Tuesday 14<sup>th</sup> June 2022**

A Hybrid meeting was held with Councillors M Dixon, S Finlay, G Holmes, C Marsburg, T Milns and T Norman (Chair) (6) in attendance in person.

There was attendance from one (1) member of the press via Zoom.

The Responsible Financial Officer recorded the minutes, the Deputy Town Clerk was in attendance.

**01.22 Election of Chair:**

**RESOLVED:** *Cllr Tim Norman was elected Chair.*

**02.22 Election of a Vice Chair:**

**RESOLVED:** *Cllr Shelagh Finlay was elected Vice Chair.*

**03.22 Apologies for absence:**

**RESOLVED:** *Apologies for Absence were received and accepted from Cllr M Heslop-Mullens.*

**04.22 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:** *There was one declaration of non-pecuniary interest in item 9 on the agenda from Cllr S Finlay as Cllr Finlay is the Deputy Mayor and the purchase of an item of civic regalia for the Deputy Mayor Consort is being considered.*

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

**RESOLVED:** *There were no dispensations given in respect of items on the agenda.*

**05.22 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:**

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

**06.22 The details of the current bank balances:**

**RESOLVED:** *The committee received and noted details of the current bank balances.*

**07.22 The update regarding the St John's Toilets provision, including resident correspondence:**

**RESOLVED:** *The committee received and noted details of the update and considered the correspondence from a resident. The Committee resolved to refer the matter to the Full Council meeting in July for a decision on the following options:*

1. *Keep the Toilets facility closed indefinitely until the end of the current lease,*
2. *Undertake repairs to, open and maintain the full facility,*
3. *Undertake repairs to, open and maintain **only** the disabled toilet facility which would only be accessible with a RADAR key.*

*The Responsible Financial Officer and Deputy Town Clerk are asked to speak to the Lord Feoffees office with a view to sharing repair costs and try to obtain 'Ball Park Figures' for options 2 and 3 to be provided to the Full Council meeting in July.*

**08.22 The Quotation for IT Support:**

**RESOLVED:** *The committee noted the details of the quotation and prior approval of Councillors and resolved to proceed with a contract with SMD Solutions.*

**09.22 The Civic Regalia Provision:**

**RESOLVED:** *The committee resolved to explore the option of utilising a local Jeweller to undertake repairs to the Mayor and Mayoress chains and to seek advice on the best methods of storage. To also enquire if a Deputy Consort Badge can be sourced locally and to proceed with the purchase of a new Deputy Town Clerk 'medal'.*

**10.22 The Up-to-date list of Direct Debits:**

**RESOLVED:** *The committee noted details of the list.*

**11.22 The Details of the First Precept Payment:**

**RESOLVED:** *The committee noted details of the precept payment.*

**12.22 The Information from Business Stream:**

**RESOLVED:** *The committee noted the information from Business Stream.*

**13.22 The Request from the Bridlington Old Town Association:**

**RESOLVED:** *The committee resolved to write to the Bridlington Old Town Association to advise that unfortunately their request had been submitted too late to enable consideration for this year's event but the council would like to invite the organisation to submit a small grants application for future events.*

**14.22 The Provision for the Mayor's Charity Account:**

**RESOLVED:** *The committee resolved to proceed with the proposal to open a Community Account with the Hull and East Yorkshire Credit Union for the Mayor's Charity Account provision. Signatories to the account will be the incumbents of roles of Responsible Financial Officer, Deputy Town Clerk and the Chair of the Finance and General Purposes Committee. (3).*

**15.22 The Information regarding the Skate Park Provision:**

**RESOLVED:** *The committee noted the information and resolved to contact the Skate Park Maintenance Contractor to discuss the current and future provision.*

**16.22 The Information from HSBC regarding update banking terms and conditions:**

**RESOLVED:** *The committee noted the information.*

**17.22 The Internal Auditors Report for the Year End Accounts:**

**RESOLVED:** *The committee received the report and noted that there are no matters arising to be addressed.*

**18.22 The End Of Year Accounts:**

**RESOLVED:** *The committee received and noted the End of Year Accounts.*


**19.22 The Small Grants Re-applications:****RESOLVED:** *The committee resolved to award small grants as follows:*

<i>Bridlington Amateur Operatic and Dramatic Society</i>	<i>£250.00</i>
<i>Samaritans Bridlington and District Branch</i>	<i>£400.00</i>
<b><i>Total Small Grants Awarded</i></b>	<b><i>£650.00</i></b>

**20.22 The request from ERVAS regarding upgrades to the Velux Windows:****RESOLVED:** *The committee considered the request and resolved that it would not permit the installation of Air Conditioning (AC) Units due to the associated costs of running it along with the negative environmental impact of AC units. The committee would permit the installation of upgrades to the windows but would not provide financial support for this. The costs of replacing any damaged window poles would not be financially supported by the council.***21.22 The Community Hub Service Charge Information:****RESOLVED:** *The committee received and noted the information and resolved that a full costs review would be undertaken at the end of the Financial Year 2022/23 once the Council's year end accounts have been completed. The review will assess the actual costs for the 2021/22 and 2022/23 and the service charge figure to be applied for the 2023/24 year. The council reserves the right to charge to ERVAS any relevant costs that were in excess of the Service Charge paid in advance.***22.22 Items of Correspondence:****RESOLVED:** *The committee received and noted the items of correspondence:*

- a) 21/5/22 - Email from the Brightening Up Bridlington Group.

Signed:



**Mayor of Bridlington**

Date: 15<sup>th</sup> June 2022