



BRIDLINGTON TOWN COUNCIL (BTC)
2A Marshall Avenue, Bridlington, YO15 2DS
Tel: (01262) 409006 - Email: clerk@bridlington.gov.uk

To all Members of the Council:

I hereby give you notice of a meeting of the Full Council, which will be held in the Town Council's Offices, on **Wednesday 20th May 2026 at 7pm.**

Councillors are required to advise the office as soon as possible if they are unable to attend the meeting and apologies must be conveyed to the Clerk.

The business to be transacted is as set out below.

Signed: *N Vickers*
N Vickers
Town Clerk
14th May 2024

AGENDA

1. Mayors Welcome
2. To receive and accept apologies for absence:
3. 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.
 - b) To note dispensations given to any member of the council in respect of the agenda items listed below.
4. 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):
5. To receive the list of Civic Duties, Responsibilities and Training for the Town Council:
6. To approve the minutes of the Full Council meeting held on 15.04.26 as a true record:
7. To approve the minutes of the Staffing Committee meeting held on 20.04.26:
8. To approve the minutes of the Environmental Committee meeting held on 27.04.26:
9. To approve the minutes of the Planning Committee meeting held on 27.04.26
10. To approve the minutes of the Finance & General Purposes Committee held on 28.04.26:
11. To approve the minutes of the Newsletter meeting held on 29.04.26:
12. To review the Terms of Reference and Appoint Members for Council Committees (***Members Information Pack, website or copy in the office***):
 - Environmental Committee – (require 6 members: quorum 3)
 - Finance & General Purposes Committee (require 7 Members: quorum 4)
 - Planning (require 7 Members: quorum 3)
 - Newsletter Committee (require 6 Members: quorum 3)
 - Staffing Committee (require 5 Members: quorum 3)
 - Staffing Executive Committee (require 3 Members: quorum 3)
 - Disciplinary & Grievance Committee – No Members to be allocated until required.
 - Appeals Committee – No members to be allocated until required

13. To review and adopt the Bridlington Town Council Standing Orders – **New and updated Model standing orders provided by NALC 2025**
14. To review and adopt the Bridlington Town Council Financial Regulations (*Members Information Pack, website or copy in the office*):
15. The election of members to represent the Council on Outside Posts and Responsibilities (and arrangements for reporting back to Council meetings) to be completed at the meeting:
16. To review Councillors Pecuniary and Non-Pecuniary Interests forms, new form to be available for completion if required:
17. To appoint an Internal Auditor for the Town Council:
18. To consider the Councils current Aims & Objectives: (*Members Information Pack, website or copy in the office*)
19. To receive and review the Bridlington Town Council Asset Register:
20. To receive and review the Bridlington Town Council Insurance Cover for the year:
21. To receive and review the Bridlington Town Council Legal Arrangements and Leases:
22. To receive and review of the Council's expenditure incurred under s.137 of the Local Government Act 1972:
23. To receive the Year End Audit Report for year ending 31.03.26:
24. To consider, approve & sign the Annual Governance Statement (Section 1) & Assertions for 2025-2026:
25. To consider, approve & sign the end of year Accounting Statements (Section 2) for the year ending 31.03.2026
26. To receive and review the Bridlington Town Council's Complaints Procedure: (*Members Information Pack, website or copy in the office*):
27. To receive and review the Town Council's Policies & Procedures: (*Health and Safety Handbook and Employee Handbook provided by Worknest and adapted by BTC in Members Information Pack, website or copy in the office*)
28. To receive information regarding the Town Councils Risk Assessment for 2026-27 – Signed:
29. To consider reinstating councillors' political affiliations on the Town Council website in the interests of openness and transparency for residents, particularly during the period leading up to local elections next year: (verbal report from Cllr C. Verda)
30. To receive, consider and review the flag raising dates for 2026–27:
31. To consider the email received from Cllr Tim Norman regarding Speed Indicator Devices:
32. To consider the email from Cllr Tim Norman regarding A Girl and a Gansey:
33. To consider the Emergency Plan update 2026-2027:
34. To consider the items raised by Councillor John Athur in support of the Town Council Local Art and Sculpture support grants for adoption and recommend a go live date:
35. To receive items of correspondence:
 - a) March 2026 – ERYC – Project Briefing Note – Annual Highway Resurfacing Programme 2026
 - b) 16.04.26 – Resident – Co-option of Ward Councillor
 - c) 21.04.26 – ERYC – TTRO Part of Eighth Avenue
 - d) 27.06.26 – ERYC – Prevention of Obstruction on Highways – Armed Forces Day 2026

36. Newsletters/Agendas & Minutes – attached unless otherwise stated:
 - i. April 2026 – Minutes of the April meeting of the Bridlington Central Action Group
37. To receive a statement of balances for May and to approve the schedule of accounts for payment:
38. To receive notice of items for inclusion on the next agenda for Wednesday 17th June 2026: