



BRIDLINGTON TOWN COUNCIL (BTC)
Minutes of the Full Council Meeting held on 15th October 2025
in the Town Council Offices, 2A Marshall Avenue, Bridlington at 7pm

The meeting was held with Councillors John Arthur, Liam Dealtry Malcolm Milns, Thelma Milns, Mike Heslop-Mullens, Cyril Marsburg, Tim Norman, Ray Pollard, Carlo Verda, Andy Walker & Angela Walker (Chair), a total of eleven (11).

Two (2) Members of the Public were present at the meeting.

Two members of Humberside Police were in attendance.

The Responsible Finance Officer recorded the minutes of the meeting

141.25/26 Mayors Welcome:

Councillor Angela Walker welcomed everyone to the meeting and read out the disclaimer regarding recording of the meeting and action in the event of a fire.

142.25/26 To Receive Apologies for Absence:

RESOLVED: *Apologies received from Cllr Rick Arrand due to a prior engagement.*

143.25/26 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 L Dealtry, M Heslop-Mullens, T Norman and Andy Walker declared a non-pecuniary interest on items 22a-e as all are ERYC matters, and those members all are also ERYC councillors.*

Councillor Andy Walker declared on a non-pecuniary interest in item 21 as he had requested the item be placed on the agenda.

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

RESOLVED: *No dispensations were given on items on the agenda.*

144.25/26 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: *Two attendees spoke about the following:*

A member of the public present spoke about the last Bridlington Central Action Group (BCAG) meeting which had intended to be their AGM but had not been quorate due to lack of attendance. The proposed plaque for Bei Carter is to be placed on 22nd November 2025, and the mayor's attendance has been requested.

Humberside Police representatives spoke about reported crimes in the Town Centre area in the last month, with 85 crimes being reported, with the majority of those being in relation to assaults and shop thefts. They spoke about two recent success stories and also advised that the Drugs Dogs team would be coming back into the area in time for half term and the Bridlington fair.

Cllr Thelma Milns spoke about the persistent problem of bikes in the West Hill area. The Police Officers advised that whilst all attempts are being made this can be difficult to deal with due to the rules and guidelines given to Officers in terms of to pursue or not. They advised that Humberside Police does have teams who are permitted to pursue but those resources are thinly spread across the whole Humberside Policing area.

145.25/26 To receive the list of Civic Duties, Responsibilities and Training for the Town Council:

RESOLVED: *The Civic Duties for 18th September 2025 to 15th October 2025 were noted as follows:*

Mayor & Mayoress

23.09.25	Unveiling of the Toposcope at Flamborough Head – Authorised by Flamborough Parish Council
27.09.25	Light up Brid workshop
29.09.25	SHARC meeting
01.10.25	MND Association meeting
07.10.25	Sing-along-athon
09.10.25	Bridlington Health Forum
11.10.25	Graduation of East Riding of Yorkshire College
12.10.25	Hedon Civic Service

Total of 8 Events attended by the Mayor & Mayoress

Deputy Mayor & Deputy Consort:

Total of 0 Events attended by the Deputy Mayor & Deputy Consort

Other Councillors:

22.09.25	Bridlington School Governors – Cllr Mike Heslop-Mullens
06.10.25	Northern Power Grid meeting re allotments – Cllr Mike Heslop-Mullens
09.10.25	Bridlington School Governors – Cllr Mike Heslop-Mullens
14.10.25	Bridlington Community Action Group – Cllr Rick Arrand

Total of 4 Events attended by Other Councillors

For Information ONLY

Staff:

17.09.25	Light up Brid art workshop at the Hinge – Ms Catherine Sadler
20.09.25	Light up Brid art workshop at Community Vison – Ms Catherine Sadler
22.09.25	Light up Brid art workshop at the Hinge – Ms Catherine Sadler
27.09.25	Light up Brid art workshop at the council office – Ms Catherine Sadler
01.10.25	CILCA Training – Mrs Nicola Vickers

Total of 5 Events attended by Staff

146.25/26 To receive the minutes of the Full Council meeting held on 17.09.25:

RESOLVED: *The minutes of the Full Council Meeting held on 17.09.25 were APPROVED.*

147.25/26 To receive the minutes of the Environment Committee held on 22.09.25:

RESOLVED: *The minute of the Environment Committee held on 22.09.25 were APPROVED.*

148.25/26 To receive the minutes of the Planning Committee held on 22.09.25:

RESOLVED: *The minutes of the Planning Committee held on 22.09.25 were APPROVED.*

149.25/26 To receive the minutes of the Newsletter Committee held on 24.09.25:

RESOLVED: *The minutes of the Newsletter Committee held on 24.09.25 were APPROVED.*

150.25/26 To receive the minutes of the Staffing Committee held on 30.09.25:

RESOLVED: *The minutes of the Staffing Committee held on 30.09.25 were APPROVED.*

151.25/26 To receive the minutes of the Environment Committee held on 13.10.25 (to follow):

RESOLVED: *The minutes of the Environment Committee held on 13.10.25 were deferred to the November meeting*

152.25/26 To receive the minutes of the Planning Committee held on 13.10.25 (to follow):

RESOLVED: *The minutes of the Planning Committee held on 13.10.25 were deferred to the November meeting*

153.25/26 To receive the notice of conclusion of audit for the year 2024 to 2025:

RESOLVED: *The council received and noted details of the notice and the RFO spoke about the matters arising, which said that the council had failed to make proper arrangements for Electors Rights. The RFO had questioned this with the External Auditor and confirmed that the council had made its accounts available in the proper timeframe from 3rd June 2025 to 14th July 2025. However, as the AGAR had not been signed off by the council until 18th June 2025 this had led to the 'matter arising'. This can be easily rectified in future years by ensuring that the AGAR is presented to the May full council meeting rather than June.*

154.25/26 To consider the update regarding the Mayoral Chains:

RESOLVED: *The council noted the update.*

155.25/26 To consider the adoption of the amended Information Technology Policy:

RESOLVED: *The council resolved to adopt the amended Information Technology Policy.*

156.25/26 To consider the adoption of the Lone Working Policy:

RESOLVED: *The council resolved to adopt the Lone Working Policy.*

157.25/26 To consider the adoption of the Absence Policy:

RESOLVED: *The council resolved to adopt the Absence Policy.*

158.25/26 To consider the report from the Project Officer regarding the requested lobster sculpture funding questions:

RESOLVED: *The council noted details of the report.*

159.25/26 To consider the report from Cllr John Arthur regarding the reserve for enduring Local Art and Sculpture Projects:

RESOLVED: *The council resolved to place the suggested amount of £50,000 into Reserves Allocations section 2 - Aspirations, noting that any item/project requiring expenditure from this allocation line would need to be considered and approved by Full Council on its own merits at that time.*

160.25/26 To consider the correspondence from the Mayor of San Lorenzo Nuovo regarding town twinning:

RESOLVED: *The council resolved to not to proceed with the proposed Town Twinning.*

161.25/26 To consider the report from Cllr Andy Walker regarding the Government's Pride In Place Program:

RESOLVED: *The council resolved to seek a place on the Pride In Place Program board*

162.25/26 To receive items of correspondence:

RESOLVED: *Items of correspondence were noted unless otherwise stated.*

- a) BBC Audience Services – Local TV Signal disruption
- b) ERYC – TTRO – Proposed Footway and Kerbing Improvements – Belgrave Rd
- c) ERYC – TTRO – Proposed restrictions – Various Streets
- d) ERYC – TTRO – Eighth Avenue
- e) ERYC – TTRO – Christmas Lights Switch On

163.25/26 Newsletters/Agendas & Minutes – attached unless otherwise stated:

RESOLVED: *All Newsletters/Agendas & Minutes were noted unless otherwise stated.*

- i. 09.09.25 – Bridlington Central Action Group – meeting minutes
- ii. October 2025 – Humberside Police – Parish/ Town News

164.25/26 To receive a statement of balances and to approve the schedule of accounts for payment:

Report to Council:		OCTOBER		24
Subject:	Statement of Balances and Schedule of Accounts for Payment			
The bank balances at 7th October 2025 stood at:				
Account Name			Account type	Balance £
Town Council			Business A/C	£10,402.83
Town Council			Deposit A/C	£618,165.49
Town Council			Petty Cash	£43.46
Town Council			Allotments Petty Cash	£476.62
Accounts paid since:	11th September 2025			
Bridlington Town Council:				
Receipts In:				
Cheque/BACS	Date	Payer	Description	Amount
CR	30-Sep	ERYC	2nd precept payment	£169,579.17
Cash Receipts:				
Petty Cash Receipts	30-Sep	Petty Cash Receipts	September petty cash receipts	£25.55
Allotments Petty Cash receipts	30-Sep	Allotments Petty Cash receipts	September allotments petty cash receipts	£270.00
			Total Receipts	£169,874.72
Payments Out:				
Cheque/BACS	Date	Payee	Description	Amount
BACS 44	16-Sep	The Range c/o NV	Cable ties for securing remembrance poppies	£8.97
		Active Security	Civic Service - traffic management	£315.00
		Bob Stabler & Sons	Skip for allotments	£249.60
		Jonathan Oyston	office windows 11/9/25	£22.00
		Screwfix Direct	Spares and repairs	£191.09
		Tiffen & Tart	Civic Service - Buffet costs	£700.00
		Georgian Team Rooms	Civic Service - Arrival Drinks	£138.65
BACS 45	17-Sep	Bridlington Stationers	Supplies for Light up Brid Art Workshops	£50.60
		East riding Pipe Band	Civic Service - pipe band	£200.00
		ERYC	Ice Trail Sculpture Sponsorship	£450.00
VE DEB CRD	17-Sep	ERYC	Pre Planning advise re office opening window	£72.00
		Eon	Office Electricity	£178.60
Bill Payment	22-Sep	Screwfix& DBS c/o NV	cable ties and DBS for NV for remembrance	£24.74
BACS 46/47/48	30-Sep	Staff Costs	September staff costs	£10,817.73
BACS 49	29-Sep	HMRC	PAYE & NIC 2nd Quarter	£6,668.88
BACS 50	29-Sep	Business Stream	Office Water Bill	£41.50
		Bob Stabler & Sons	Skip for allotments	£249.60
		Gartec Ltd	Lift Service Contract	£786.00
		ERYC	Rates payment 7/10	£434.00
BACS 51	29-Sep	Business Stream	Allotments Water Bill - June to Sept	£313.45
Petty Cash	30-Sep	Petty Cash Expenses	September petty cash expenses	£78.32
Allotments Petty Cash	30-Sep	Allotments Petty Cash Expenses	None for September	£0.00
VE DEB CRD	30-Sep	Amazon	RAF Flag for flag raising events	£29.99
101829	30-Sep	New Pasture Lane Community Centre	Small Grants Award	£350.00
101830	30-Sep	Dukes Park Bowling Club	Small Grants Award	£418.00
101832	30-Sep	ROBOT	Small Grants Award	£193.00
101834	30-Sep	Bridlinton Cricket Foundation	Small Grants Award	£490.00
101836	30-Sep	Bridlington Bay Archers	Small Grants Award	£500.00
101837	30-Sep	Bridlington Lawn Tennis Club	Small Grants Award	£500.00
101838	30-Sep	Bridlington Ambassadors	Small Grants Award	£496.79
BACS 52	02-Oct	Bridlington Stationers	Paper and markers	£12.99
		Bob Stabler & Sons	Skip for allotments	£249.60
		PKF Littlejohn	External audit fee	£1,008.00
		Bridlington Heritage Opend Days	Small Grants Award	£500.00
		Harbourside Theatre Group	Small Grants Award	£500.00
		Singalongathon	Small Grants Award	£250.00
DD	01-Oct	Sage Global Systems	Payroll subscription October	£16.80
DD	02-Oct	Octopus Energy	St Johns Electric October	£37.92
DD	02-Oct	Eon Next	Office Electric September	£203.65
DD	03-Oct	Eon Next	Office Gas September	£16.64
DD	03-Oct	Eon Next	St Johns Electric	£74.70
BACS 53	09-Oct	Bob Stabler & Sons	Skips for Skatepark and allotments	£613.20
		David Boland	October Website	£130.00
		Drax	Festive Lighting Data collector	£27.74
		Echo Media Group	October Edition	£672.00
		HSD Online	Paper towels	£42.54
		Open Tech Yorkshire	Telephones	£56.26
		First Choice Medical	First Responders for Remembrance	£180.00
			Total Payments	£29,560.55
Recommendation:	The accounts are approved for payment			

RESOLVED: *The statement of balances and schedule of accounts was approved.*

165.25/26 To receive notice of items for inclusion on the next agenda for Wednesday 19th November 2025:

RESOLVED: Council requested the following item/s be put on the next agenda

Short Lane – Lack of consultation regarding name change.

Signed:

Mayor of Bridlington

Date: