BRIDLINGTON TOWN COUNCIL (BTC)
Minutes of the Full Council Meeting held on 21st October 2026
in the Town Council Offices, 2A Marshall Avenue, Bridlington at 7pm

The meeting was held with Councillors Rick Arrand (Vice Chair), John Arthur, Liam Dealtry, Chantelle Elliott, Mike Heslop-Mullens (Chair), Thelma Milns, Tim Norman, Carlo Verda, Andy Walker and Angela Walker a total of Nine (9).
Four (4) Members of the Public were present at the meeting.
The Deputy Town Clerk recorded the minutes of the meeting.
The Responsible Finance Officer was in attendance.

107.26/27 Mayors Welcome:

Councillor Mike Heslop-Mullens welcomed everyone to the meeting and read out the disclaimer regarding recording of the meeting and action in the event of a fire.

108.26/27 To receive and accept apologies for Absence:

RESOLVED: *Apologies received and accepted from:*

Cllr Malcolm Milns – ill Health
Cllr Liam Dealtry – prior engagement

109.26/27 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: *Cllrs Rick Arrand, Mike Heslop- Mullens, Tim Norman and Andy Walker declared a non-pecuniary interest in agenda items 23,25, and 29 a -d as all are ERYC Council matters and all are ERYC Ward Councillors. Cllr Andy Walker item 27 as this was collated by himself and Cllr Tim Norman item 21 as Chair of the Finance and General-Purpose Committee.*

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

RESOLVED: *none were given*

110.26/27 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: *Item 13, To receive a report presented by Humberside Police, was resolved to be moved to Public Participation:*

Humberside Police informed the Council of Operation Topaz, which targets the increase in anti-social behaviour over the periods of Halloween and Bonfire night. This consists of high visibility patrols. It was noted that there has been a rise in shoplifting which may be due to a change in sentencing for this offence also that vehicle theft and domestic and commercial burglaries figures were down on the year on year data.

MOP1: Spoke as the Chair of the Bridlington Community Action Group (BCAG) and was sad to note a decline in the area. He confirmed that the next meeting of the group will be their Annual General Meeting and this will be the final meeting of BCAG.

111.26/27 To receive the list of Civic Duties, Responsibilities and Training for the Town Council:

RESOLVED: *The council received and noted the list.*

Civic Duties, Responsibilities & Training from 17th September- 21st October 2026

Mayor & Mayoress:

19.09.26	Spotlight Theatre (Hot Flash)
21.09.26	Photo with Santa, Xmas Card comp
26.09.26	Mayors Civic Event , Spotlight theatre
29.09.26	ERNLICA Conference, Beverley
30.09.26	Councillor Surgery
04.10.26	Silver Sunday (Community Hub Event)
06.10.26	1779 Photo
17.10.26	Oktoberfest
18.10.26	Mural Launch
18.10.26	Chairman's ERYC Civic Service
21.10.26	Brid Royal Autumn Fair

Total of 11 Events attended by the Mayor & Mayoress

Deputy Mayor & Deputy Consort:

19.09.26	Spotlight Theatre (Hot Flash)
26.09.26	Mayors Civic Event (Spotlight Theatre)
04.10.26	Hedon Civic Service

Total of 3 Events attended by the Deputy Mayor & Deputy Consort

Other Councillors:

26.09.26	Mayors Civic event (Spotlight theatre)	Cllr Andy Walker, Chantelle Elliott
28.09.26	Bridlington Community Collective	Cllr Chantelle Elliott
29.09.26	ERNLICA Conference	Cllr L Dealtry
01.10.26	Hinge Centre H&H Launch	Cllr Chantelle Elliot
07.10.26	MDNA North Library	Cllr Angela Walker
12.10.26	WI meeting	Cllr Chantelle Elliott
13.10.26	ROBOT	Cllr Angela Walker, Cllr Chantelle Elliott
13.10.26	Parish open Door (Driffield)	Cllr Andy Walker, Carlo Verda
18.10.26	Mural launch	Cllr John Arthur
19.10.26	Allotment Inspection	Cllr Chantelle Elliott, Angela Walker, Carlo Verda
20.10.26	ACES	Cllr Carlo Verda

Total of 11 Events attended by Other Councillors

Omitted from Previous Minutes – to be added:

For Information ONLY

Staff:

26.09.26	Mayors Civic Event - Nicola Vickers, Charlotte Exon, Victoria Taylor Straw, and Hayley Jordan
29.09.26	ERNLICA Conference - Nicola Vickers, Victoria Exon, Micheala Johnson, Victoria Taylor Straw, Hayley Jordan, Charlotte Exon, and Allison Darling
04.10.26	Silver Sunday - Nicola Vickers, Micheala Johnson, Charlotte Exon, and Allison Darling
13.10.26	Parish Open Door – Nicola Vickers and Victoria Exon
21.10.26	Traffic Management Training – Nicola Vickers and Allison Darling

Total of 5 Events attended by Staff

112.26/27 Meeting Minutes for Approval:

6. To approve the minutes of the Finance and General-Purpose Committee held on 15th September 2026:

7. To approve the minutes of Full Council held on 16th September 2026 as a true record:

8. To approve the minutes of the Planning Committee held on 21st September 2026:

9. To approve the minutes of the Environmental Committee held on 21st September 2026:

10. To approve the minutes of the Newsletter Committee held on 24th September 2026:

11. To approve the minutes of the Planning Committee held on 12th October 2026:

12. To approve the minutes of the Environmental Committee held on 12th October 2026:

RESOLVED: *The Chair confirmed with the Councillors present that they had read the minutes awaiting approval and were satisfied that they were a true account of the meetings held. Therefore, the Mayor called for a block resolution of items 6,7,8,9,10,11 and 12 of the agenda and all minutes were APPROVED.*

113.26/27 To consider Freedom of the Town for Paul Garbutt as requested by a Parish resident at the meeting of Full Council held on 19.08.26:

RESOLVED: *The Council resolved that the Parish resident nominate Paul Garbutt for Freedom of the Town following the Councils Freedom of the Town Policy.*

112.26/27 To consider the update on the design of the Civic Chains of Office:

RESOLVED: *The council resolved to purchase the Civic Regalia design as resolved at the meeting of Full Council on 15.07.26 minute reference:* **61.26/27** To consider the report regarding the design of the Civic Chains):**RESOLVED:** *The council discussed the various designs provided and request to be supplied with more design options with pricing provided for option 1 and 3 as single row chains with a pendant in any metal other than gold. Pricing should include a safety chain and links must be soldiered.*

113.26/27 To consider an art installation in Pembrooke Gardens as requested by the Neighbourhood Watch (NHW) at the meeting of Full Council on 16.09.26:

RESOLVED: *The Chair clarified the location with the DTC and it was the South Cliffe Gardens not Pembrooke Gardens as stated. The Chair of the NHW updated the council on progress with this and the DTC is to contact A. Brown at The East Riding of Yorkshire council to express the Town Council will be happy to support this.*

114.26/27 To sign the GDPR Councillor training sheet:

RESOLVED: *The DTC to the training via email to those councillors outstanding.*

115.26/27 To receive and approve the updates Lost or Found Person Policy as advised by Humberside Police:

RESOLVED: *Approved.*

116.26/27 To receive and approve the Emergency Response Procedure as advise by Humberside Police:

RESOLVED: *Approved.*

117.26/27 To consider the Public Toilet Guidance:

RESOLVED: Noted

118.26/27 To receive and consider the Small Grant Applications resolution as resolved at the meeting of the Finance and General-Purpose Committee 08.09.26:

RESOLVED: *Approved.*

119.26/27 To receive and consider the report regarding Health Provision in Bridlington from Councillor Thelma Milns:

RESOLVED: *DTC to prepare a draft letter, for approval, to the ICB, MP Charlie Dewhirst and the Health Secretary with regard to the current GP provision and the provision not being in the fundamental interests of the residents of Bridlington. Cllr J Arthur to provide DTC with the questions he has previously raised with the ICB.*

120.26/27 To consider suggestions for the East Ridling of Yorkshire Council's Overview and Scrutiny committees regarding scrutiny topics for 2027/2028:

RESOLVED: *To suggest that the ERYC Overview and Scrutiny committee scrutinise the environmental health of the Gypsey Race chalk stream and the provision of healthcare across the East Riding of Yorkshire in regard to medical provision with a focus on General Practice provision being both correct and adequate.*

121.26/27 To consider the request from Driffield Food Bank:

RESOLVED: *Noted.*

122.26/27 To receive the response from the East Ridling of Yorkshire Council regarding Strawberry Fields traffic management:

RESOLVED: *Noted.*

123.26/27 To receive the response form the East Riding of Yorkshire Council regarding the Civic Displays at Sewerby Hall:

RESOLVED: *Noted.*

124.26/27 To consider the endorsement of the Cycling and Walking Consultation, as received from Councillor Andy Walker:

RESOLVED: *DTC to draft a letter of endorsement for the proposal and submit this to the Local Cycling and Walking Infrastructure Plan (LCWIP), in consultation with Cllr Andy Walker.*

125.26/27 To consider comments regarding Traffic Consultation 13.10.26:

RESOLVED: *The council resolved to comment that Shaftsbury Road at the base of Belgrave was well considered with regard to accessibility for wheelchair users.*

126.26/27 To receive items of correspondence:

RESOLVED: *All items of correspondence were APPROVED unless otherwise stated:*

a) ERYC – TTRO – Bessingby Road
b) ERYC – TTRO – Nightingale Road
c) ERYC – TTRO – Remembrance Day Parade, various roads, Bridlington
d) ERYC – TTRO – Bridlington Christmas Lights

127.26/27: Newsletters/Agendas & Minutes – attached otherwise stated:

RESOLVED: All items were noted unless otherwise stated.

i) Bridlington Community Action Group – meeting minutes 08.09.26
ii) UK Town of Culture 2028 Competition webinars
iii)

128.26/27 To receive a statement of balances and to the schedule of accounts for payment:

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

		OCTOBER		
Subject:	**Statement of Balances and Schedule of Accounts for Payment**			
The bank balances at	13th October 2026	stood at:		
Account Name			**Account type**	**Balance £**
Town Council			Business A/C	£15,000.00
Town Council			Deposit A/C	£600,967.23
Town Council			Petty Cash	£94.19
Accounts paid since:	10th September 2026			
Bridlington Town Council:				
Receipts In:				
Cheque/BACS	**Date**	**Payer**	**Description**	**Amount**
CR	21-Sep	Aces Bridlington	Community hub Room hire	£30.00
Cash Receipts	30-Sep	Petty Cash Receipts	September Petty Cash Receipts	£45.00
CR	30-Sep	ERYC	2nd Precept payment	£172,136.00
CR	01-Oct	Pulse Finance	Community hub Room hire	£300.00
CR	05-Oct	East Yorks Food Bank	Community hub Room hire	£180.00
CR	07-Oct	Lock & Key	Refund for faulty item	£40.80
CR	07-Oct	Madhyamaka KMC	Community hub Room hire	£120.00
CR	08-Oct	Hull And EY Dietetics	Community hub Room hire	£252.00
CR	09-Oct	Aces Bridlington	Community hub Room hire	£60.00
			Total Receipts	**£173,163.80**
Payments Out:				
Cheque/BACS	**Date**	**Payee**	**Description**	**Amount**
BACS 32	15-Sep	Kcom	Hub Broadband September	£65.98
		PKF Littljohn	Year End External Audit	£1,008.00
		NALC	Town Clerk Vacancy advert	£360.00
		Pure Training Solutions	Health & Safety Training course x 1 staff member	£120.00
VE DEB CRD	23-Sep	HSD Online	St Johns Toilets supplies	£42.95
VE DEB CRD	24-Sep	Misa Bargains	Toilets Rolls	£27.50
VE DEB CRD	28-Sep	Amazon	Bin bag holder for litter picking	£17.82
BACS 33/36/37	30-Sep	Staff Costs	September staff costs	£17,786.12
BACS 34	29-Sep	Handy Team - receipts	Key cutting and litter pickers	£48.48
		Handy Team - receipts	Litter picker and screwdriver set	£26.47
		Bob Stabler & sons	Skatepark skip	£399.18
		Headland Electrical	Install induction loop	£108.00
		Oyston Exterior	Office window clean 14/9/26	£16.00
		Starr Consultancy	Confirgure all IT to new router	£150.00
VE DEB CRD	28-Sep	Business Stream	Office Water Bill	£44.91
VE DEB CRD	28-Sep	DVLA	Vehicle Tax	£360.00
Petty Cash	30-Sep	Petty Cash Expenses	September Petty Cash Expenses	£16.27
BACS 35	30-Sep	ERYC	Office and Hub Rates	£865.00
		Gartec	Lift servicing and inspection Contract	£829.22
		M Heslop-Mullens	Civic Engagment expenses	£188.26
DD	01-Oct	Sage Global Systems	Payroll Subscription Oct	£30.84
		Open Tech Yorkshire	telephones October	£58.56
BACS 38	06-Oct	Bridlington Stationers	Office Chairs for new starters	£434.38
		BT Business	Office broadband (Outgoing)	£64.44
		ERNLLCA	Conference training x 7 staff , 2 councillors	£540.00
		Echo Media Group	October edition	£675.00
		Tiffin & Tart	Civic Event Buffet 26/9/26	£713.00
		Kcom	Hub and Office Broadband October	£158.76
		Rialtas Business Systems	Upgrade to cloud package	£148.40
		Bridlington Market Traders	Ice Sculpture for 2026 event	£600.00
		The Yacht Club	Civic Event Room hire 26/9/26	£180.00
BILL PMT	02-Oct	The Cobblers c/o VTS	Key cutting for the hub	£44.50
BILL PMT	05-Oct	M Johnston	Repay receipts for Silver Sunday event	£166.42
DD	20-Oct	Eon	St Johns Electric September	£64.93
DD	20-Oct	Eon	Office Gas September	£0.98
DD	20-Oct	Eon	Whole Building Electric Sept	£466.53
VE DEB CRD	06-Oct	Argos	All In One PC to replace end of life equipment	£479.00
VE DEB CRD	04-Oct	Business Stream	Hub Water Bill	£90.63
BILL PMT	09-Oct	Cllr L Dealtry	travel expenses to training course	£40.15
		Bridlington Ambassadors	Mural project balance	£1,250.00
		Screwfix Direct	Spares and repairs	£493.68
VE DEB CRD	06-Oct	Superior Sewing Centre	Sewing machine for repairing flags etc	£118.00
		Vinyl Banners Printing	Gazebo for events	£489.99
		The Printing Spot	Selfie Frames for Xmas Events	£69.00
			Total Payments	**£29,857.35**
Recommendation:	The accounts are approved for payment			

129.26/27 To consider the provision of polling cards for the by-election 29.10.26: (retrospective)

RESOLVED: *Approved*

93.26/27 To receive notice of items for inclusion on the next agenda for Wednesday 21st October 2026:

RESOLVED: *Yorkshire Day Report from Cllr Arrand*
Section B report from Cllr Heslop-Mullens

Signed: **Date:**

Mayor of Bridlington