

## BERWICK-UPON-TWEED TOWN COUNCIL

**Minutes of a Consultative Committee meeting of Council held on Monday 17 May 2021 at 4.00 pm via video conferencing.**

### **PRESENT:**

Councillors:	A Forbes (Town Mayor)	A Gibson
	A Bowlas	M Greener
	C Bruce	C Raybould
	R Bruce	L Stephenson
	R Driver	A Williams

### **IN ATTENDANCE:**

Mr Gareth Davies, Town Clerk  
Steve Cozens, Assistant to the Clerk  
Joyce Benton, Sergeant-at-Mace  
Janice Bowden, applicant for co-option

#### **C001/21 1. PUBLIC QUESTIONS**

Mr B Darling had submitted a series of questions regarding the arrangements for the visit of cruise ships to Berwick in the summer, provision of public toilets, overflow car-parking and future coach parks. The Town Clerk provided a response to the questions asked, which will be published via the Town Council's social media channels.

#### **C002/21 2. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr G Smith.

#### **C003/21 3. MINUTES**

On the motion of Cllr C Bruce, seconded by Cllr A Bowlas the minutes of the meeting of Berwick-upon-Tweed Town Council held on 12 April 2021, were agreed and signed as a correct record.

#### **C004/21 4. DISCLOSURE OF INTERESTS**

There were no disclosures of interests.

**C005/21**

**5. REQUEST FOR DISPENSATION**

There were no requests for dispensation.

**C006/21**

**6. ELECTION OF TOWN MAYOR**

Cllr A Bowlas was proposed by Cllr A Forbes and seconded by Cllr C Raybould.

Cllr C Bruce was proposed by Cllr A Gibson and seconded by Cllr R Bruce.

It was **RESOLVED**, by seven votes to three that Cllr A Bowlas be appointed Town Mayor of Berwick-upon-Tweed for the year 2021/2022.

**C007/21**

**7. ELECTION OF DEPUTY TOWN MAYOR**

Cllr M Greener was proposed by Cllr A Bowlas and seconded by Cllr A Forbes.

Cllr R Bruce was proposed by Cllr C Bruce and seconded by Cllr A Gibson.

It was **RESOLVED**, by six votes to three that Cllr M Greener be appointed Deputy Town Mayor of Berwick-upon-Tweed for the year 2021/2022.

**C008/21**

**8. PLANNING COMMITTEE**

It was **RESOLVED** on the motion of Cllr A Forbes, seconded by Cllr C Raybould to note the minutes of the meeting of the Planning Committee held on 26 April 2021.

**C009/21**

**9. CO-OPTION OF MEMBERS**

The candidates had previously supplied statements explaining their Vision for Berwick. Having achieved an absolute majority of votes cast on the first ballot Ms J Bowden was duly co-opted to be a member of the Council for the Lower Spittal Ward.

Having achieved an absolute majority of votes cast on the first ballot Mr H Lindsay was duly co-opted to be a member of the Council for the Upper Spittal Ward.

Having achieved an absolute majority of votes cast on the first ballot Mr G Blackett was duly co-opted to be a member of the Council for the Grove Ward.

Having achieved an absolute majority of votes cast on the first ballot Mr G Brown was duly co-opted to be a member of the Council for the Castle Ward.

**C010/21**

**10. BANKING ARRANGEMENTS**

- i. The list of bank accounts was noted.
- ii. Council unanimously **RESOLVED** to affirm Cllr A Bowlas's appointment as a signatory and further **RESOLVED** that Cllrs R Bruce, R Driver, M Greener and C Raybould be appointed signatories.

After which, Council unanimously **RESOLVED** to confirm it's support for Officers preference for the making of electronic payments.

**C011/21**

## **11. FORWARD PLAN**

The Town Clerk updated the meeting with a proposal that the outgoing Mayor provide their end-of-term address and the incoming Mayor make their acceptance address at the meeting of Council on 29 June with a rearranged agenda to allow for some of the formalities of a traditional AGM to take place. After which, it was **RESOLVED** to note the update of the Town Clerk as a way forward and further **RESOLVED** to note the Forward Plan.

**C012/21**

## **12. APPOINTMENT OF MEMBERS TO COMMITTEES**

- i. On the motion of Cllr C Bruce, seconded by Cllr A Forbes, Council **RESOLVED** to confirm the Terms of Reference of committees for 2021/2022.
- ii. An update was provided by the Town Clerk on a proposal that all elected Members sit on each Committee for the first round of meetings in June. Members will then be invited to withdraw from Committees that they do not wish to continue attending. After which Council unanimously **RESOLVED** to note the update of the Town Clerk as a way forward.

**C013/21**

## **13. APPOINTMENTS TO OUTSIDE BODIES**

Council unanimously **RESOLVED** to instruct the Town Clerk to:

1. Check that the constitution of the Conservation Area Advisory Group still allowed for a representative of the Town Council to attend meetings.
2. Check that the Parks Steering Group is still in existence.

The appointment of Town Councillors to outside bodies as circulated in Appendix F was reviewed, amended, agreed and is appended to these minutes.

**C014/21**

## **14. CALENDAR OF DATES FOR 2021-22**

Council unanimously **RESOLVED** to adopt the Civic Calendar for 2021-22.

**C015/21**

## **15. SELECTION OF DELEGATES**

Council unanimously **RESOLVED** to select Cllr A Forbes, Cllr A Bowlas, Cllr C Bruce, Cllr M Greener as delegates to conduct the business of Council at its meeting on 17th May 2021 at 6pm.

## APPOINTMENTS TO OUTSIDE BODIES 2021-2022 (APPENDIX F)

Name of Organisation	Representative/s in 21-22	Term of Appointment
Berwick-upon-Tweed Corporation (Freemen) Trustees  From November 2020 *	Cllr H Bettison Cllr A Bowlas Cllr T Forrester Cllr A Forbes Cllr G Roughead	1 year until 30th November 2021  * Decision on membership was deferred until October 2021
Berwick in Bloom	Cllr C Bruce	Annual
Berwick Regeneration Commission	Cllr A Bowlas Cllr R Bruce Cllr R Driver	
Berwick Youth Project	Cllr C Bruce	Annual
Friends of Five Arches	Cllr A Forbes	
Litter Prevention Champion	Cllr L Stephenson	
North Northumberland Voluntary Forum	Cllr L Stephenson	
Northumberland Association of Local Councils (NALC) – County Committee	Cllr M Greener	Annual
Riding of the Bounds Association	Cllr A Forbes Cllr C Raybould	Annual

St Aidans	Cllr L Stephenson	Annual
Sure Start Children's Board	Cllr A Williamson	Annual
Tweedmouth Community Football Club	Cllr A Gibson	Annual