

BERWICK-UPON-TWEED TOWN COUNCIL

**Summons to a meeting of
Council
on**

Monday, 23 August 2021

At 6.00 pm

**in the Council Chamber, Town Hall, Marygate,
Berwick upon Tweed**

The Agenda for the meeting is set out on the following page.



Town Clerk

18 August 2021

EXTRACT FROM STANDING ORDERS

- 1(o) Unless permitted by the chairman of the meeting, a councillor may speak once in the debate on a motion except:
- i. to speak on an amendment moved by another councillor;
 - ii. to move or speak on another amendment if the motion has been amended since he last spoke;
 - iii. to make a point of order;
 - iv. to give a personal explanation that relates directly to new information concerning the member that was introduced during the debate, in which case they shall with the chair's consent offer their explanation after all other members who wish to do so have spoken, or
 - v. in exercise of a right of reply as the mover of the motion before a vote.
- 1(p) During the debate of a motion, a councillor may interrupt only on a point of order and the councillor who was interrupted shall stop speaking. A councillor raising a point of order shall identify the standing order which he considers has been breached or specify the other irregularity in the proceedings of the meeting he is concerned by.
- 1(t) Excluding motions moved understanding order 1(r) above, the contributions or speeches by a councillor shall relate only to the motion under discussion and shall not exceed (3) minutes without the consent of the chairman of the meeting.

AGENDA

ITEM NO.	TITLE AND DESCRIPTION OF ITEM	APPS
1.	<p>OPEN SESSION</p> <p>Members of the public may make representations, ask questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.</p> <p>This is for a period of 15 minutes overall and is limited to 3 minutes per person.</p>	
2.	<p>APOLOGIES FOR ABSENCE</p> <p>To receive apologies for absence.</p>	
3.	<p>MINUTES</p> <p>i. To sign as a correct record the minutes of the Berwick-upon-Tweed Town Council meeting held on 26 July 2021.</p> <p>ii. To receive correct minutes for the numbering of minutes C031/21 to C062/21 for dates 29 June 2021 and 06 July 2021.</p>	<p>Minutes</p> <p>Minutes</p>
4.	<p>DISCLOSURE OF INTERESTS</p> <p>Unless already entered in the Council's Register of Members' interests, members are required to disclose any personal interest, (which includes any disclosable pecuniary interest), they may have in any of the items included on the agenda for the meeting in accordance with the Code of Conduct adopted by the Council on 9 July 2012, and are reminded that if they have any personal interests of a prejudicial nature they must not participate in any discussion or vote on the matter and must leave the room.</p>	
5.	<p>REQUEST FOR DISPENSATION</p> <p>(i) To receive from members who have a Disclosable Pecuniary Interest in any items on the agenda an application for dispensation under section 33 of the Localism Act 2011 to enable members to participate in discussions and voting (pro-forma attached).</p> <p>(ii) To consider requests for dispensation.</p>	
6.	<p>TOWN MAYOR'S ANNOUNCEMENTS</p> <p>To receive announcements from the Town Mayor.</p>	
7.	<p>CORRESPONDENCE</p> <p>i. To note the Correspondence Log.</p> <p>ii. Briefing issued by Director of Public Health Northumberland</p>	App A
8.	<p>NORTH OF TYNE COMBINED AUTHORITY'S CULTURAL AND CREATIVE ZONES PROJECT</p> <p>To consider the report.</p>	App B

9. **OPERATION LONDON BRIDGE WORKING GROUP**
To nominate members to form the working group.
10. **REMEMBRANCE SUNDAY**
To receive guidance from elected members as to events for Remembrance Sunday on 14 November 2021.
11. **BERWICK-UPON-TWEED CONSERVATION AREA ADVISORY GROUP (CAAG)**
To consider the report. **App C**
12. **SPITTAL SPLASH PARK**
To consider the engineers report received and circulated as a background paper, and:
1. To refer the report to the Local Services Committee for analysis and action,
 2. To make a virement of £10,000 from the unallocated reserves to the Splash Park reserve to enable the Local Services Committee, if required, to seek quotes for work, and
 3. To give guidance to officers, in principle, as to whether a storage facility for beach wheelchairs within the area of the play park would be acceptable.
13. **TOWN CENTRE WORKING GROUP**
To receive an update regarding the Town Centre Working Group. **App D**
14. **CO-OPTION OF MEMBER(S)**
To co-opt Member(s) to the vacant seats at Grove Ward and Magdalene Ward.
15. **FORWARD PLAN**
To receive an update on the Forward Plan. **App E**
16. **BUDGET AND ADMINISTRATION COMMITTEE**
- i. To adopt the minutes of the meeting of the Budget and Administration Committee held on 13 July 2021 (noted at the meeting of 26 July 2021). **App F**
 - ii. To note the draft minutes of the meeting of the Budget and Administration Committee held on 10 August 2021. **App G**
 - iii. Council is invited to consider the following recommendation detailed in minute BA038/21:
The Town Clerk introduced the amendments previously discussed as part of the consultation process. After which, on the motion of Cllr G Smith, seconded by Cllr M Greener, the Committee unanimously **RESOLVED** to recommend the proposed amendments to the Financial Regulations to Council.

- iv. To note the list of payments received by the Budget and Administration Committee at its meeting of 10 August 2021. **App H(i)**
App H(ii)
App I(i)
App I(ii)

17. LOCAL SERVICES COMMITTEE

- i. To adopt the minutes of the meeting of the Local Services Committee held on 05 July 2021 (noted at the meeting of 26 July 2021). **App J**
- ii. To note the draft minutes of the meeting of the Local Services Committee held on 03 August 2021. **App K**
- iii. Council is invited to consider the following recommendations detailed in minutes LS046/21 and LS049/21:
- LS046/21:** The Town Clerk introduced the item, after which it was **RESOLVED** to recommend to Council that the Town Council introduces a policy for the provision of bins which will include the opportunity of co-funding/sponsorship via open dialogue with the Chamber of Trade.
- LS049/21:** The Committee unanimously **RESOLVED** to recommend to Council that Officers research further the replacement of all the existing hanging baskets with ones that utilise reservoirs.

18. PEOPLE AND COMMUNITIES COMMITTEE

- i. To adopt the minutes of the meeting of the People and Communities Committee held on 06 July 2021 (noted at the meeting of 26 July 2021). **App L**
- ii. To note the draft minutes of the meeting of the People and Communities Committee held on 04 August 2021. **App M**
- iii. Council is invited to consider the following recommendations detailed in minutes PC034/21 and PC036/21:
- PC034/21:** The Committee **RESOLVED** to recommend that council prioritise the parking difficulties on Union Brae, 20mph zones around schools, yellow lines at St Aidans Place and dropped curbs on Dean Drive for wheelchair access.
- PC036/21:** It was **RESOLVED** to recommend ratification of the Sponsorship request made by the Berwick Music Series at the next full council meeting.

19. PLANNING COMMITTEE

- i. To adopt the minutes of the meeting of the Planning Committee held on 12 July 2021 (noted at the meeting of 26 July 2021). **App N**
- ii. To note the draft minutes of the meeting of the Planning Committee held on 09 August 2021. **App O**

20. DATE OF NEXT MEETING

The next meeting of the Council will be held on Monday, 27 September 2021 at 6 pm in the Town Hall.

The Council may be recommended to pass a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude the media and public from the discussion of the following business on the basis that public discussion may prejudice the Council's position and/or staffing issues may be discussed.

21. ACCESSIBILITY

Correspondence concerning accessibility of services.