

## BERWICK-UPON-TWEED TOWN COUNCIL

**Minutes of the Town Council Budget and Administration Committee Meeting held on Tuesday, 07 September 2021 at 6.00pm in the Town Hall, Marygate, Berwick-upon-Tweed**

### **PRESENT:**

Councillors:	H Lindsay (Chair)	A Gibson
	A Bowlas	C Raybould
	R Bruce	A Williams
	M Greener	

### **IN ATTENDANCE:**

Mr Gareth Davies, Town Clerk  
Steve Cozens, Assistant to the Clerk  
Cllr P Jackson  
Cllr G Smith  
0 member of the public.

#### **BA044/21 1. OPEN SESSION**

There were no members of the public present.

#### **BA045/21 2. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs C Bruce and A Forbes.

#### **BA046/21 3. MINUTES OF THE LAST MEETING**

On the motion of Cllr A Williams, seconded by Cllr C Raybould, the minutes of the meeting held on Tuesday, 10 August 2021 were agreed and signed as a correct record.

#### **BA047/21 4. DISCLOSURE OF INTERESTS**

There were no disclosures of interests.

#### **BA048/21 5. REQUEST FOR DISPENSATION**

There were no requests for dispensation.

#### **BA049/21 6. NOTIFICATION OF PAYMENTS AND RECEIPTS**

The Town Clerk introduced the item, after which, it was **RESOLVED** without division to note the schedule of payments and receipts.

**BA050/21**

**7. BUDGET**

Councillors provided guidance on options for the budget with variations to be brought to the next meeting of this Committee.

After which, it was **RESOLVED** to note the report.

**BA051/21**

**8. FORWARD PLAN**

It was **RESOLVED** to note the Forward Plan.

**BA052/21**

**9. DATE OF NEXT MEETING**

The date of the next meeting will be Tuesday 12 October 2021 at 6.00 pm.

**Committee RESOLVED that under the Public Bodies (Admission to Meetings) Act 1960 it was appropriate to exclude the media and public from the discussion of the following business on the basis that public discussion might prejudice the Council's position and staffing issues might be discussed.**

At this point the live link to YouTube was switched off.

**BA053/21**

**10. CORRESPONDENCE**

The Town Clerk introduced the item and provided an update on an issue and possible way forward with a current office system.

After which, the Committee **RESOLVED** to note the update of the Town Clerk as a way forward.