

**BERWICK-UPON-TWEED TOWN COUNCIL**

**Summons to a meeting of**

**Council**

**on**

**Monday, 27 September 2021**

**At 6.00 pm**

**in the Function Room, Northern View, Highcliffe, Spittal,  
Berwick upon Tweed**

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



**Town Clerk**

**22 September 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.	<b>VISION FOR BERWICK BARRACKS</b> To receive a presentation.	
2.	<b>OPEN SESSION</b> 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.  This is for a period of 15 minutes overall and is limited to 3 minutes per person.	
3.	<b>APOLOGIES FOR ABSENCE</b> To receive apologies for absence.	
4.	<b>MINUTES</b> To sign as a correct record the minutes of the Berwick-upon-Tweed Town Council meeting held on 23 August 2021.	<b>Minutes</b>
5.	<b>DISCLOSURE OF INTERESTS</b> 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.	
6.	<b>REQUEST FOR DISPENSATION</b> (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). (ii) To consider requests for dispensation.	
7.	<b>TOWN MAYOR'S ANNOUNCEMENTS</b> To receive announcements from the Town Mayor.	
8.	<b>CORRESPONDENCE</b> i. To note the Correspondence Log. ii. Proposed TransPennine rail service.	<b>App A</b>
9.	<b>ROTARY CHRISTMAS LIGHTS AND MARKET</b> To confirm the previous decision of council, reference Minute Number C500/19:	

On the motion of Cllr A Bowlas, seconded by Cllr T Forrester, Council **RESOLVED** to underwrite Berwick Rotary Club's costs for the Christmas Lights and of any shortfall of the Christmas Market subject to approval at a future meeting of Council. After which Council further **RESOLVED** that a virement be made from General Reserves.

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| <b>10.</b> | <b>RISK ASSESSMENT</b><br>To note the report.  | <b>App B</b>                        |
| <b>11.</b> | <b>MEDIUM-TERM FINANCIAL PLAN</b><br>To consider the report.   | <b>App C</b>                        |
| <b>12.</b> | <b>FOCUS OF ENVIRONMENTAL WORK 2022-2025</b><br>To provide guidance to Officers on Councillors priorities for environmental work 2022-2025.        |                                     |
| <b>13.</b> | <b>BOXING DAY DIP</b><br>To consider the report.   | <b>App D</b>                        |
| <b>14.</b> | <b>GRIT BINS</b><br>To consider the report.  | <b>App E</b>                        |
| <b>15.</b> | <b>SIGNATORY</b><br>That council appoint an additional signatory to work alongside those already in post.  |                                     |
| <b>16.</b> | <b>CO-OPTION OF A MEMBER</b><br>To co-opt a Member to the vacant seat at Grove Ward.   |                                     |
| <b>17.</b> | <b>FORWARD PLAN</b><br>To receive an update on the Forward Plan.   | <b>App F</b>                        |
| <b>18.</b> | <b>BUDGET AND ADMINISTRATION COMMITTEE</b>   |                                     |
|            | i. To adopt the minutes of the meeting of the Budget and Administration Committee held on 10 August 2021 (noted at the meeting of 23 August 2021). | <b>App G</b>                        |
|            | ii. To note the draft minutes of the meeting of the Budget and Administration Committee held on 07 September 2021.                                 | <b>App H</b>                        |
|            | iii. To note the list of payments and receipts received by the Budget and Administration Committee at its meeting of 07 September 2021.            | <b>App I(i)</b><br><b>App I(ii)</b> |
| <b>19.</b> | <b>PEOPLE AND COMMUNITIES COMMITTEE</b>  |                                     |
|            | i. To adopt the minutes of the meeting of the People and Communities Committee held on 04 August 2021 (noted at the meeting of 23 August 2021).    | <b>App J</b>                        |
|            | ii. To note the draft minutes of the meeting of the People and Communities Committee held on 14 September 2021.                                    | <b>App K</b>                        |

- 20. PLANNING COMMITTEE**
- i. To adopt the minutes of the meeting of the Planning Committee held on 09 August 2021 (noted at the meeting of 23 August 2021). **App L**
  - ii. To note the draft minutes of the meeting of the Planning Committee held on 13 September 2021. **App M**
- 21. STAFFING AND CORPORATE RESOURCES COMMITTEE**
- i. To adopt the minutes of the meeting of the Staffing and Corporate Resources Committee held on 19 July 2021 (noted at the meeting of 26 July 2021). **App N**
  - ii. To note the minutes of the meeting of the Staffing and Corporate Resources Committee held on 07 September 2021. **App O**
- 22. LOCAL SERVICES COMMITTEE**
- i. To adopt the minutes of the meeting of the Local Services Committee held on 03 August 2021 (noted at the meeting of 23 August 2021). **App P**
  - ii. To note the draft minutes of the meeting of the Local Services Committee held on 06 September 2021. **App Q**
  - iii. Council is invited to consider the following recommendations detailed in minutes **LS062/21** and **LS064/21**:  
**LS062/21:** The Committee **RESOLVED** to recommend to Council the removal of the items mentioned in the correspondence.  
**LS064/21:** The former West End Residents Association was responsible for 6 benches and 3 tables with fixed seating at Queen’s Gardens, the Riverside Walk and locations around the West End.  
The Committee **RESOLVED** to recommend to council that Berwick Town Council adopts all street furniture that was the responsibility of West End Residents Association.
- 23. LITTER BINS**
- To consider the report. **App R**
- 24. SPITAL SPLASH PARK**
- To consider the report. **App S**
- 25. DATE OF NEXT MEETING**
- The next meeting of the Council will be held on Monday, 25 October 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.**

**26.**

**ACCESSIBILITY**

Correspondence concerning accessibility of services.