

**BERWICK-UPON-TWEED TOWN COUNCIL**

**Minutes of the Town Council People and Communities Committee Meeting held on  
Tuesday, 02 November 2021 at 6.00pm in the William Elder Building, Castlegate, Berwick-  
upon-Tweed**

**PRESENT:**

Councillors:	R Driver (Chair)	H Lindsay
	R Bruce	L Stephenson
	A Williams	M Greener
	J Bowden	P Jackson
	G Smith	C Raybould

**IN ATTENDANCE:**

Mr Gareth Davies, Town Clerk  
Julian Smith, Projects Officer  
Cllr A Forbes  
0 members of the public

**PC057/21 1. OPEN SESSION**

Cllr A Forbes made a suggestion regarding item 8 of the agenda, Mapping of Community Groups. She suggested that the process could be completed in house and requested that the Committee consider this at the appropriate time.

**PC058/21 2. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr C Bruce and Cllr A Bowlas.

**PC059/21 3. MINUTES OF THE LAST MEETING**

On the motion of Cllr R Bruce, seconded by Cllr H Lindsay, the minutes of the meeting held on Wednesday, 06 October 2021 were agreed and signed as a correct record.

**PC060/21 4. DISCLOSURE OF INTERESTS**

There were no disclosures of interests.

**PC061/21 5. REQUEST FOR DISPENSATION**

There were no requests for dispensation.

**PC062/21 6. PROPOSALS FOR GROWTH AND SAVINGS**

The Town Clerk suggested to the Committee that they may wish to consider whether there were any areas of the Committee's work where expenditure should grow and conversely where savings could be made. He further suggested that information gathering from community partners may be helpful to decision making. On the motion of Cllr H Lindsay and seconded by Cllr R Driver it was **RESOLVED** that Councillors consider this suggestion and submit ideas to the next committee meeting.

**PC063/21 7. REMEMBRANCE SUNDAY**

The Town Clerk updated the committee on planning for the Remembrance Day event.

**PC064/21 8. MAPPING OF COMMUNITY GROUPS**

The suggestion made by Cllr A Forbes was considered by Committee and after discussion, on the motion of Cllr R Bruce, seconded by Cllr H Lindsay, Councillors **RESOLVED** to direct the Project Officer to convene an informal meeting for interested Councillors to discuss how to proceed with the mapping process. During this discussion Cllr R Bruce and Cllr R Driver raised the issue of bulk domestic waste collections in Prior Park and the Town Clerk agreed to consult Council over this issue.

**PC064/21 9. GRANT AWARDING SYSTEM**

The Project Officer updated Committee on the current grant award process. Councillors unanimously **RESOLVED** that Officers produce and bring to a future meeting additional grant award categories for smaller grants and for grants to support groups with operational PPE costs. Councillors also directed the Project Officer to update the Council website to make grant applications more welcoming.

**PC065/21 10. FORWARD PLAN**

On the motion of Cllr H Lindsay, seconded by Cllr P Jackson, it was **RESOLVED** to recommend to Council that a climate emergency be declared for Berwick-upon-Tweed.

After discussion on Capital Grants for Community Organisations, Councillors unanimously **RESOLVED** to direct the Town Clerk to prepare a report on the Palace Green Scout Hut in case a capital grant be required in future years.

On the motion of Cllr J Bowden, seconded by Cllr P Jackson, it was

**RESOLVED** to recommend to Council that Councillors have direct access to the Town Council Facebook page alongside officers, to enhance content and make the page more approachable.

After which, it was **RESOLVED** to note the forward plan.

**PC066/21**

#### **11. DATE OF NEXT MEETING**

The date of the next meeting will be Tuesday, 11 January 2022 at 6.00 pm.