

BERWICK-UPON-TWEED TOWN COUNCIL

**Summons to a meeting of
Council
on**

Monday, 28 March 2022

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 March 2022

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.	OPEN GARDENS To receive a presentation.	
2.	BERWICK YOUTH PROJECT To receive a presentation.	
3.	OPEN SESSION 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.	
4.	APOLOGIES FOR ABSENCE To receive apologies for absence.	
5.	MINUTES To sign as a correct record the minutes of the Berwick-upon-Tweed Town Council meeting held on 28 February 2022.	Minutes
6.	DISCLOSURE OF INTERESTS 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.	
7.	REQUEST FOR DISPENSATION (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.	
8.	TOWN MAYOR'S ANNOUNCEMENTS To receive announcements from the Town Mayor.	

- 9. CORRESPONDENCE**
- i. To note the Correspondence Log. **App A**
 - ii. Defibrillator Funding for Berwick.
 - iii. Funding for Defibrillator Cabinet.
 - iv. Incident Report – Website Outage 21-03-22.
- 10. JUBILEE PARTY ON THE PARADE**
To consider a request from the Rotary Club of Berwick-upon-Tweed.
- 11. BUDGET**
To consider the report (to follow). **App B**
- 12. LOCAL SERVICES**
To receive a progress report (to follow).
- 13. CHRISTMAS LIGHTS AND CULTURAL ACTIVITIES**
To receive a verbal update.
- 14. TOWN CENTRE WORKING GROUP**
To receive a verbal update.
- 15. MEDIUM-TERM FINANCIAL PLAN**
To consider the report (to follow). **App C**
- 16. MUNICIPAL CALENDAR 2022-2023**
To consider the report. **App D**
- 17. REPRESENTATION ON OUTSIDE BODIES**
To consider invitations for representation on outside bodies:
Berwick-upon-Tweed Corporation (Freemen) Trustees.
- 18. FORWARD PLAN**
- i. To receive an update on the Forward Plan. **App E**
 - ii. Spring and street clutter.
- 19. STAFFING AND CORPORATE RESOURCES COMMITTEE**
- i. To adopt the minutes of the meeting of the Staffing and Corporate Resources Committee held on 07 September 2021. **App F**
 - ii. To note the minutes of the meeting of the Staffing and Corporate Resources Committee held on Tuesday 15 March 2022. **App G**
- 20. LOCAL SERVICES COMMITTEE**
- i. To adopt the amended minutes of the meeting of the Local Services Committee held on 06 December 2021. **App H**

- ii. To adopt the minutes of the meeting of the Local Services Committee held on 07 February 2022 (noted at the meeting of 28 February 2022). **App I**
 - iii. To note the draft minutes of the meeting of the Local Services Committee held on 07 March 2022. **App J**
- 21. PEOPLE AND COMMUNITIES COMMITTEE**
 - i. To adopt the minutes of the meeting of the People and Communities Committee held on 08 February 2022 (noted at the meeting of 28 February 2022). **App K**
 - ii. To note the draft minutes of the meeting of the People and Communities Committee held on 08 March 2022 (to follow). **App L**
- 22. PLANNING COMMITTEE**
 - i. To adopt the minutes of the meeting of the Planning Committee held on 14 February 2022 (noted at the meeting of 28 February 2022). **App M**
 - ii. To note the draft minutes of the meeting of the Planning Committee held on 14 March 2022. **App N**
- 23. BUDGET AND ADMINISTRATION COMMITTEE**
 - i. To adopt the minutes of the meeting of the Budget and Administration Committee held on 15 February 2022 (noted at the meeting of 28 February 2022). **App O**
 - ii. To note the draft minutes of the meeting of the Budget and Administration Committee held on 15 March 2022. **App P**
- 24. DATE OF NEXT MEETING**

The next meeting of the Council will be held on Monday, 25 April 2022 at 6 pm.