

BERWICK-UPON-TWEED TOWN COUNCIL

Minutes of the Annual Town Council meeting held on Tuesday 03 May 2022 at 6.00 pm in the Northern View, Highcliffe, Spittal, Berwick-upon-Tweed

PRESENT:

Councillors:	M Greener (Chair)	P Jackson (from item 12(iii) onwards)
	J Bowden	H Lindsay
	G Brown	C Raybould
	C Bruce	J Robertson
	R Bruce	G Smith
	R Driver	A Williamson
	A Forbes	

IN ATTENDANCE:

Mr Gareth Davies, Town Clerk
Julian Smith, Projects Officer
Joyce Benton, Sergeant-at-Mace
Cty Cllr C Seymour
1 member of the public

C001/22 1. OPEN SESSION

There were no contributions by members of the public present.

C002/22 2. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs A Bowlas and L Stephenson.

C003/22 3. MINUTES

On the motion of Cllr H Lindsay, seconded by Cllr M Greener, the minutes of the meeting of Berwick-upon-Tweed Town Council held on 25 April 2022 were agreed and signed as a correct record.

C004/22 4. DISCLOSURE OF INTERESTS

There were no disclosures of interest.

C005/22 **5. REQUEST FOR DISPENSATION**

There were no requests for dispensation.

C006/22 **6. ELECTION OF TOWN MAYOR**

Cllr M Greener was proposed by Cllr A Forbes and seconded by Cllr A Williams.

It was **RESOLVED** unanimously that Cllr M Greener be appointed Town Mayor of Berwick-upon-Tweed for the year 2022/2023.

C007/22 **7. ELECTION OF DEPUTY TOWN MAYOR**

Cllr R Bruce was proposed by Cllr G Smith and seconded by Cllr C Bruce.

Cllr C Bruce was proposed by Cllr J Bowden and seconded by Cllr R Bruce.

Cllr A Williams was proposed by Cllr A Forbes and seconded by Cllr J Robertson.

A first secret ballot was conducted and Cllr R Bruce was eliminated with fewest votes. A second secret ballot was held and Cllr C Bruce and Cllr A Williams tied with 6 votes. At this point Cllr C Bruce stood down and it was **RESOLVED** unanimously that Cllr A Williams be appointed Deputy Town Mayor of Berwick-upon-Tweed for the year 2022/2023.

C008/22 **8. CORRESPONDENCE**

Members **RESOLVED** to note the Correspondence Log.

C009/22 **9. BANKING ARRANGEMENTS**

It was **RESOLVED** on the motion of Cllr A Forbes, seconded by Cllr C Bruce, that the list of institutions with which accounts are held by the Council was noted.

C010/22 **10. BANKING ARRANGEMENTS**

It was **RESOLVED** on the motion of Cllr G Smith, seconded by Cllr C Raybould, to confirm the appointment of the following signatories:

Cllr R Driver, Cllr M Greener, Cllr H Lindsay and Cllr C Raybould.

Mr G Davies, Mr S Cozens and Mr J Smith.

It was **RESOLVED** on the motion of Cllr G Smith, seconded by Cllr C Raybould, to confirm the removal of the following signatories:

Cllr A Bowlas, Cllr H Bettison, Cllr I Dixon, Cllr K Graham and Cllr G Roughead

Mr R Leetham

C011/22 **11. FORWARD PLAN**

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

C012/22

12. APPOINTMENT OF MEMBERS TO COMMITTEES

- i. It was **RESOLVED** unanimously to confirm the Terms of Reference for Committees.
- ii. It was **RESOLVED** by 12 votes on the motion of Cllr G Brown, seconded by Cllr C Raybould, to adopt the revised standing orders to permit spending to agreed budgets by committees.

At this point Cllr R Jackson joined the meeting.

- iii. The membership of Standing Committees for 2022-2023 was agreed as follows:

Budget and Administration – Cllrs A Forbes, M Greener, H Lindsay, P Jackson, C Raybould and A Williams;

Local Services – Cllrs J Bowden, G Brown, C Bruce, R Bruce, M Greener, C Raybould, J Robertson, G Smith and L Stephenson;

People and Communities – Cllrs J Bowden, C Bruce, R Bruce, R Driver, M Greener, P Jackson, H Lindsay, C Raybould, G Smith, L Stephenson and A Williams;

Planning – Cllrs C Bruce, R Bruce, R Driver, A Forbes, M Greener, C Raybould, and G Smith; and

Staffing and Corporate Resources – Cllrs M Greener, A Williams and G Brown, H Lindsay.

C013/22

13. APPOINTMENTS TO OUTSIDE BODIES

The appointment of Town Councillors to outside bodies was reviewed, amended and agreed.

The revised list is attached as Appendix A to these minutes.

C014/22

14. TO CONSIDER THE REPORT OF THE TOWN CLERK ON THE APPOINTMENT OF A CONTRACTOR.

Council unanimously **RESOLVED**:

- i. That WCS Interiors be appointed to develop the premises being acquired by the Council,
- ii. That Financial Regulations be waived sufficiently to set aside the requirements for a full tender process on grounds of urgency and the lack of adequate qualified contractors to bid for the work, and

iii. To note the previous updates from officers on the progress of the work.

C015/22

15. ADJOURNMENT OF MEETING

The meeting of Council was adjourned to resume on Monday 09 May 2022 at 6pm in the Parish Centre.

C016/22

16. THE TOWN MAYOR END-OF-TERM ADDRESS

The Mayoress gave the End-Of-Term address as the Mayor was indisposed. The address highlighted the most memorable moments from the term of office.

C017/22

17. DECLARATION OF ACCEPTANCE OF OFFICE

The Mayor and the Deputy Mayor duly signed their acceptance of office

C018/22

18. APPOINTMENT OF SHERIFF

The Town Mayor announced his appointment of Mr Eddie Mullins as Sheriff for the year 2022/2023.

APPOINTMENTS TO OUTSIDE BODIES 2022-2023

Name of Organisation	Representative/s in 22-23	Term of Appointment
Berwick-upon-Tweed Corporation (Freemen) Trustees From November 2021 *	Cllr C Bruce Cllr R Bruce Cllr G Brown Cllr M Greener Cllr P Jackson	1 year until 30th November 2022 * Decision on membership was deferred until October 2022
Berwick in Bloom	Cllr C Bruce	Annual
Berwick Town Forum	Cllr C Raybould Cllr J Robertson Deputies: Cllr G Brown Cllr R Bruce	
Berwick Youth Project	Cllr C Bruce	Annual
Conservation Area Advisory Group	Cllr G Brown Cllr M Greener	Annual
Friends of Five Arches	Cllr A Forbes	
Litter Prevention Champion	Cllr L Stephenson	
North Northumberland Voluntary Forum	Cllr L Stephenson	

Northumberland Association of Local Councils (NALC) – County Committee	VACANCY	Annual
Riding of the Bounds Association	Cllr A Forbes Cllr C Raybould	Annual
St Aidans	Cllr P Jackson Cllr G Smith	Annual
Sure Start Children’s Board	Cllr R Driver	Annual