

## BERWICK-UPON-TWEED TOWN COUNCIL

Minutes of the Council meeting held on Monday 23 January 2023 at 6.00 pm in The Meeting Room, Town Council Office, Unit 1, 82 – 88 Marygate, Berwick-upon-Tweed

### PRESENT:

Councillors:	M Greener (Chair)	J Robertson
	J Bowden	G Smith
	R Bruce	L Stephenson
	R Driver	T Stewart
	P Jackson	J Turton
	H Lindsay	A Williams
	R Mackenzie	

### IN ATTENDANCE:

Mr Gareth Davies, Town Clerk  
Julian Smith, Project Officer  
Joyce Benton, Sergeant-at-Mace  
Cty Cllr C Seymour  
2 members of the public

### C127/22

#### 1. OPEN SESSION

Cllr R Bruce asked if any Coronation celebrations were being planned by the Town Council. The Town Clerk confirmed that event specific street dressing would be installed in the town centre.

### C128/22

#### 2. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs G Brown, A Forbes and W Robertson.

### C129/22

#### 3. MINUTES

On the motion of Cllr G Smith, seconded by Cllr H Lindsay, the minutes of the meeting of Berwick-upon-Tweed Town Council held on 19 December 2022, were agreed and signed as a correct record.

**C130/22**

**4. DISCLOSURE OF INTERESTS**

- i. There were no disclosures of interest.
- ii. There were no requests for dispensation.

**C131/22**

**5. TOWN MAYOR'S ANNOUNCEMENTS**

The Town Mayor provided hard copies outlining details of events they had attended and been involved in.

**C132/22**

**6. BUDGET PROPOSALS**

On the motion of Cllr H Lindsay, seconded by Cllr J Turton, it was **RESOLVED**:

1. To use the figure of £140,000 as the budgeted Schedule III figure to which the Council is likely to be entitled in 2022-2023,
2. To create a short-term reserve of £30,000 which is expected to be spent within 24 months to support the creation and delivery of a strategic plan,
3. To adopt the draft budget as presented,
4. To set a precept requirement of £346,963, leading to a household charge for a Band D property of £99.94 and that Council authorise the Town Clerk to sign the requisition form notifying Northumberland County Council (NCC) of the precept requirement, and
5. That Council direct the Town Clerk to discuss plans for the Visit Berwick website and to subsequently report to the People and Communities Committee.

**C133/22**

**7. INTERNAL AUDITOR**

On the motion of Cllr H Lindsay, seconded by Cllr R Mackenzie, it was **RESOLVED** unanimously to confirm the reappointment of Ryecroft Glenton as the internal auditor.

**C134/22**

**8. FINANCIAL REGULATIONS**

On the motion of Cllr P Jackson, seconded by Cllr H Lindsay, it was **RESOLVED** to note the report.

**C135/22**

**9. DIRECT DEBIT**

On the motion of Cllr J Bowden, seconded by Cllr H Lindsay, it was **RESOLVED** to authorise that the internet provider for the local services unit be paid by Direct Debit.

**C136/22**

## **10. COMMITTEE MEMBERSHIP**

Council unanimously resolved **RESOLVED** that Cllr J Turton join the Local Services Committee and Planning Committee.

**C137/22**

## **11. PEOPLE AND COMMUNITIES COMMITTEE**

- i. It was **RESOLVED** on the motion of Cllr H Lindsay, seconded by Cllr A Williams to adopt the minutes of the meeting of the People and Communities Committee held on 04 October 2022.
- ii. It was **RESOLVED** on the motion of Cllr P Jackson, seconded by Cllr A Williams to adopt the minutes of the meeting of the People and Communities Committee held on 08 November 2022 (noted at the meeting of 28 November 2022).
- iii. It was **RESOLVED** on the motion of Cllr H Lindsay, seconded by Cllr A Williams to note the draft minutes of the meeting of the People and Communities Committee held on 10 January 2023.

**C138/22**

## **12. STAFFING AND CORPORATE RESOURCES COMMITTEE**

- i. It was **RESOLVED** on the motion of Cllr H Lindsay, seconded by Cllr A Williams to adopt the minutes of the meeting of the Staffing and Corporate Resources Committee held on 31 October 2022 (noted at the meeting of 19 December 2022).
- ii. It was **RESOLVED** on the motion of Cllr H Lindsay, seconded by Cllr A Williams to note the draft minutes of the meeting of the Staffing and Corporate Resources Committee held on 16 December 2022.

**C139/22**

## **13. BUDGET AND ADMINISTRATION COMMITTEE**

- i. It was **RESOLVED** on the motion of Cllr R Mackenzie, seconded by Cllr T Stewart to adopt the minutes of the meeting of the Budget and Administration Committee held on 06 December 2022 (noted at the meeting of 19 December 2022).
- ii. It was **RESOLVED** on the motion of Cllr R Mackenzie, seconded by Cllr T Stewart to note the draft minutes of the meeting of the Budget and Administration Committee held on 17 January 2023.

**C140/22**

**14. PLANNING COMMITTEE**

- i. It was **RESOLVED** on the motion of Cllr R Driver, seconded by Cllr G Smith to adopt the minutes of the meeting of the Planning Committee held on 12 December 2022 (noted at the meeting of 19 December 2022).
- ii. It was **RESOLVED** on the motion of Cllr G Smith, seconded by Cllr R Driver to note the draft minutes of the meeting of the Planning Committee held on 09 January 2023.

**C141/22**

**15. DATE OF NEXT MEETING**

The next meeting of the Council will be held on Monday, 27 March 2023 at 6 pm.

**Council 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 items of business on the basis that public discussion might prejudice the Council's position and staffing or personal issues might be discussed.**

**C142/22**

**BERWICK MARKET 2023/24**

It was **RESOLVED** on the motion of Cllr T Stewart, seconded by Cllr A Williams to reject the Market proposal from NCC.

**C143/22**

**LEAVE OF ABSENCE**

It was unanimously **AGREED** to offer Cllr A Fobes a leave of absence from Council attendance for 6 months for personal reasons.