

BERWICK-UPON-TWEED TOWN COUNCIL

Summons to a meeting of Council on Monday, 18 December 2023 at 6.00 pm in

The Meeting Room, Berwick-upon-Tweed Town Council Office, Unit 1, 82 – 88 Marygate, Berwick-upon-Tweed

The Agenda for the meeting is set out below.



Town Clerk

13 December 2023

AGENDA

ITEM NO.	TITLE	DESCRIPTION OF ITEM	APPS
1.	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.	
2.	APOLOGIES FOR ABSENCE	To receive apologies for absence.	
3.	MINUTES	To sign as a correct record the minutes of the Berwick-upon-Tweed Town Council meeting held on 27 November 2023.	Minutes
4.	DISCLOSURE OF INTERESTS	(i) 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.	

		(ii) To receive and consider requests 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.	
5.	TOWN MAYOR'S ANNOUNCEMENTS	To receive announcements from the Town Mayor.	
6.	BUDGET	To consider the report.	App A
7.	RESPONSE TO AUDIT	To consider a response to the interim Audit Report.	App B
8.	PROPOSALS FOR GROWTH AND SAVINGS	Members may wish to consider whether there are any areas of the Council's work where expenditure should grow or where savings can be made. Further proposals in the light of the Staffing Review may be tabled by the Town Clerk.	
9.	POLICIES	To delegate to the Budget & Administration Committee authority to timetable a review of all existing policies.	
10.	STRATEGIC / ACTION PLAN	To receive an update (to follow).	
11.	CO-OPTION	To co-opt Members to the vacant seats at 2 x Magdalene Ward and 2 x St Boisil Ward.	
12.	GDPR POLICY	Council is recommended to instruct the Town Clerk to undertake: <ul style="list-style-type: none"> i. The preparation of a new GDPR / DPA policy based on an analysis of information held, and the ways in which it is held, and ii. To prepare a Model Publication Scheme in accordance with the template proposed by the ICO, and iii. Council is recommended to request the Budget and Administration Committee to propose, and review, charges under the Model Publication scheme. 	
13.	NEWFIELDS PLAYPARK	To consider the report.	App C

14.	STAFFING AND CORPORATE RESOURCES COMMITTEE	<ul style="list-style-type: none"> <li data-bbox="853 161 1928 293">i. To adopt the minutes of the meeting of the Staffing and Corporate Resources Committee held on 02 October 2023 (noted at the meeting of 27 November 2023). <li data-bbox="853 312 1827 395">ii. To note the draft minutes of the meeting of the Staffing and Corporate Resources Committee held on 04 December 2023. 	<p data-bbox="1984 161 2072 193">App D</p> <p data-bbox="1984 312 2072 344">App E</p>
15.	PLANNING COMMITTEE	<ul style="list-style-type: none"> <li data-bbox="853 416 1890 499">i. To adopt the minutes of the meeting of the Planning Committee held on 13 November 2023 (noted at the meeting of 27 November 2023). <li data-bbox="853 518 1939 601">ii. To note the draft minutes of the meeting of the Planning Committee held on 11 December 2023. 	<p data-bbox="1984 416 2072 448">App F</p> <p data-bbox="1984 518 2072 550">App G</p>
16.	DATE OF NEXT MEETING	The next meeting of the Council will be held on Monday, 22 January 2024 at 6 pm.	