



Berwick-upon-Tweed Town Council

Minutes of the Town Council Communities and Local Services
Committee Meeting held on Monday, 08 January 2024 at 6.00pm in The
Meeting Room, Berwick-upon-Tweed Town Council Office, Unit 1, 82 –
88 Marygate, Berwick-upon-Tweed

PRESENT:

Councillors: J Robertson (Chair)
J Bowden
G Brown
R Driver
M Greener
T Stewart
L Stephenson
J Turton

IN ATTENDANCE:

Mr Gareth Davies, Town Clerk
Stephen Cozens, Assistant to the Clerk
Cllr L Hawken
Cty Cllr I Hunter
4 representatives of Northumbria Healthcare NHS Foundation Trust
1 member of the public

MINUTE NO.	TITLE AND DESCRIPTION OF ITEM	Mover	Seconder	Decision
CLS050/23	BERWICK HOSPITAL PROJECT UPDATE			
	To receive a presentation from members of Northumbria Healthcare NHS Foundation Trust.	N/A	N/A	<p>Representatives of Northumbria Healthcare NHS Foundation Trust provided a verbal update to the electronic presentation. Points included early summer 2025 is being targeted for completion, there will be some follow-up including the Clock Tower and Maternity Unit, current temporary arrangements with services being provided and the keenness to have a health care academy in Berwick.</p> <p>Members asked a number of questions including on endoscopy, CT and MRI Scans, energy sources and car parking. After which, Members requested a further update in 6 months.</p>
CLS051/23	OPEN SESSION			
	<p>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.</p> <p>This is for a period of 15 minutes overall and is limited to 3 minutes per person.</p>	N/A	N/A	There were no representations from members of the public present.

CLS052/23	APOLOGIES FOR ABSENCE			
	To receive apologies for absence.	N/A	N/A	Apologies for absence were received from Cllr G Smith
CLS053/23	MINUTES			
	To sign as a correct record the minutes of the Berwick-upon-Tweed Town Council Communities and Local Services Committee meeting held on Monday, 06 November 2023.	TS	JT	Cllr J Turton requested an update on the small park at the Greenses and a Horticultural Worker to be employed by a local organisation. The Town Clerk reported no objections have been received regarding the small park so work can start and a meeting is to be scheduled with the local organisation when the Horticultural Worker can be raised. After which, the minutes of the meeting held on Monday, 06 November 2023 were agreed and signed as a correct record.
CLS054/23	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	N/A	N/A	i. There were no disclosures of interests.

	<p>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.</p> <p>(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.</p>	N/A	N/A	<p>ii. There were no requests for dispensation.</p>
CLS055/23	ENVIRONMENTAL VOLUNTEERS			
	Verbal update from Officers and elected Members.	Nem con		<p>Cllr L Stephenson reported that she had been in contact with all the local groups who are happy with the supply of bags / litter pickers as long as they are replaced when broken. The litter pickers supplied by the youth hostel have unfortunately not been returned. Representatives from Sea-the-Change have suggested there is a group leading in Spittal, confirmation is awaited. Cllr L Stephenson has also been in touch with Douglas Homes assistant and is still waiting for a response.</p> <p>The Chair mentioned that groups can apply for a grant for litter picking supplies.</p>

CLS056/23	BUDGET			
	To consider the report.	Nem con		<p>The Town Clerk introduced the report which included a reminder of the Band D calculation with an 8% increase in the precept, market costs and a narrative of budget lines. Members then asked a number of questions including on a seasonal worker, VAT, the Staffing Review and War Memorials; during which Standing orders were suspended sufficiently to allow Cllr L Hawken to ask about depreciation.</p> <p>After which it was RESOLVED:</p> <ol style="list-style-type: none"> 1. To note the report, 2. To note that budgets with an increase in precept of 5% and 8% would be produced, and 3. That whilst Band D is the official figure used, the Band A figure would also be provided.
CLS057/23	GRANT APPLICATION			
	To consider a grant application from Berwick Slow Food on behalf of Berwick Festivals.	Nem con		<p>It was RESOLVED to make a grant of £570 to Berwick Slow Food on Behalf of Berwick Festivals on the condition that evidence of payment of the invoice is provided.</p>

CLS058/23	VISITOR SERVICES			
	To receive an update.	Nem con		The Town Clerk introduced the item and, after concerns were raised including a typo error and value for money, the Committee RESOLVED to recommend to Council that support for the Visitor Services Project comes to an end immediately.
CLS059/23	GREENSES HAVEN PLAY AREA			
	To consider the report.	Nem con		The Town Clerk provided the Committee with a verbal background to the item and Members raised a number of points including pathways, partnership working, a play audit and flagship play areas. After which, the Committee RESOLVED to instruct the Town Clerk to explore a partnership approach with relevant organisations to any work required at the play area.
CLS060/23	LITTER BINS			
	To consider whether to purchase litter bins to replenish the current zero stock and to provide guidance to Officers on the range of bins to be procured.	Nem con		The suggestion was made and accepted that litter bins more in-keeping with Marygate could be purchased and used to replace the ones in situ, that could then be cited elsewhere.

				After which, the Committee RESOLVED to instruct Officers to circulate samples for a decision to be made at Council.
CLS061/23	CCTV			
	To consider the correspondence and provide guidance to Officers.	Nem con		<p>Members considered the correspondence from Northumbria Police and the local supplier. After which, the Committee agreed to uphold the original decision and therefore RESOLVED to recommend to Council:</p> <ol style="list-style-type: none"> 1. That the support for the existing system should cease, 2. That the existing equipment should be disposed of unless a suitable partner wishes to take on the costs of its maintenance, 3. That council should promote the benefits of wider partnership working in the town (to address any new threats from retail theft), and 4. That council should seek to support the police and NCC in partnership working to address any identified alcohol related anti-social behaviour,

				whether arising from off sales or the night-time economy.
CLS062/23	COST OF WORK AT THE RAMPARTS			
	To consider quotes circulated as background papers.	Nem con		The Committee RESOLVED to recommend to Council approval of the quote of £1,734 i.e. without the optional extra to remove the path as per the drawing on the upper area.
At this point it was unanimously RESOLVED to suspend standing orders sufficiently to allow the meeting to proceed beyond 8pm.				
CLS063/23	ACTION PLAN			
	To receive an update.	Nem con		<p>The Town Clerk introduce the item and updated Members that a meeting of the Christmas Lights Working Group would be arranged within the next 6 weeks.</p> <p>Members then asked a number of questions and updates were provided for items including on hanging baskets, the Town Centre Action Plan, the market, and planters and trees.</p> <p>During the discussion, Standing Orders were suspended sufficiently to allow Cllr L Hawken to speak.</p> <p>After which, the Committee RESOLVED to note the update.</p>

CLS064/23	EXPENDITURE VS BUDGET YEAR TO DATE			
	To note the report.	Nem con		The Town Clerk introduced the report, after which, updates were provided regarding the electricity supply for the Office, Town Improvement projects and the water quality inspections for the Splash Park. After which, the Committee RESOLVED to note the report.
CLS065/23	PROPOSALS FOR GROWTH AND SAVINGS			
	Members may wish to consider whether there are any areas of the committees work where expenditure should grow or where savings can be made.			Pavement gritters for out-of-town-centre areas was raised. The Town Clerk updated Members on Northumberland County Council's Snow Warden Scheme. Following on from this, it was suggested a way forward could be that groups of local volunteers calling themselves Snow Wardens could submit a grant application for gritting equipment.
CLS066/23	DATE OF NEXT MEETING			
	The date of the next meeting will be Monday 04 March 2024 at 6.00 pm.	N/A	N/A	Noted.