

BERWICK-UPON-TWEED TOWN COUNCIL

Minutes of the Annual Town Council Meeting held on Monday 17th May 2010 at 6.00 pm in the Council Chamber, Town Hall, Marygate, Berwick-Upon-Tweed

PRESENT:

Councillors: F Simpson (Town Mayor, Chairman for Item 1)
J Waterhouse (Deputy Town Mayor, Chairman for Item 2 onwards)
J Beresford
H Bettison
A Bowlas
I Dixon
B Douglas
P Herdman
G Hill
I Hunter
M McNeely
A Reid
J Robertson
J Smith

IN ATTENDANCE:

J Bowlas
J Hutchinson
R Hutchinson
A Swinburne
K Swinburne
C Waterhouse
S Cozens, Administrative Assistant, Berwick-upon-Tweed Town Council
J Benton, Sergeant-at-Mace, Berwick-upon-Tweed Town Council
S Laundry (Berwick Advertiser)
14 members of the public and invited guests.

Ch'mn initials.....

The retiring Town Mayor, Councillor F Simpson, gave an address highlighting the most memorable moments from her term of office.

C001/10 **1. ELECTION OF TOWN MAYOR**

The retiring Town Mayor, Councillor F Simpson, proposed, and Councillor H Bettison seconded, the proposition that Councillor J Waterhouse be elected Town Mayor of Berwick-upon-Tweed for the year 2010/2011.

RESOLVED: That Councillor J Waterhouse be appointed Town Mayor of Berwick-upon-Tweed for the year 2010/2011.

The Town Mayor signed the Declaration of Acceptance of Office and took the Chair for the remainder of the meeting.

Following her formal presentation to the Town Council, the Town Mayor gave a short address thanking the outgoing Town Mayor and introduced members of the incoming Civic Party, including Mayor's Consort Mr Cameron Waterhouse.

C002/10 **2. ELECTION OF DEPUTY TOWN MAYOR**

The Town Mayor proposed, and Councillor F Simpson seconded, the proposition that Councillor A Bowlas be elected Deputy Town Mayor of Berwick-upon-Tweed for the year 2010/2011, following which a second nomination was received.

Councillor J Beresford proposed, and Councillor I Hunter seconded, the proposition that Councillor J Robertson be elected Deputy Town Mayor for the year 2010/2011.

The Acting Town Clerk explained the options, as set out in the Council's standing orders, for conducting a vote in order to secure the election the Deputy Town Mayor. Councillor H Bettison proposed and Councillor G Hill seconded, the proposition that a secret ballot be carried out.

The result of the secret ballot was as follows: 8 votes in favour of the election of Councillor A Bowlas as Deputy Town Mayor for the ensuing year, 5 in favour of Councillor J Robertson, and one abstention. It was therefore

RESOLVED: That Councillor A Bowlas be appointed Deputy Town Mayor of Berwick-upon-Tweed for the year 2010/2011.

The Deputy Town Mayor signed the Declaration of Acceptance of Office.

C003/10 **3. APPOINTMENT OF SHERIFF**

The Town Mayor announced his appointment of Mr Andrew Swinburne as Sheriff for the year 2010/11, and of Mrs Karen Swinburne as Sheriff's Lady.

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Following his formal presentation to the Council by the retiring Sheriff Mr James Hutchinson, the Sheriff signed the Declaration of Acceptance of Office and gave a short address in appreciation of his appointment.

C004/10

4. APOLOGIES

Apologies for absence were received on behalf of Councillors V Pauline and C Routledge.

C005/10

5. MINUTES

The minutes of the meeting held on 22nd March 2010 were agreed and signed as a correct record.

C006/10

6. DISCLOSURES OF INTEREST

(a) Item 10, Appendix D Decisions made under delegated powers (Temporary cover for Town Clerk): The Acting Town Clerk indicated that he would need to declare a personal and prejudicial interest in this item if Councillors entered into a discussion on the matter.

C007/10

7. STATEMENTS BY THE PUBLIC

There were no statements by the public.

C008/10

8. APPOINTMENT OF STANDING COMMITTEES

The membership of Standing Committees as circulated in Appendix B was agreed, with the following amendments:

a) Events Committee

Councillors I Dixon and A Reid to be added to the membership of the Events Committee.

b) Environment and Regeneration Committee

Councillors F Simpson and I Dixon to be added to the membership of the Environment and Regeneration Committee.

c) Staffing Committee

Councillor F Simpson to be added to the membership of the Staffing Committee (replacing Councillor J Robertson, who stepped down)

The Committee membership as agreed at the meeting is set out in Appendix B attached to these minutes.

C009/10

9. APPOINTMENTS TO OUTSIDE BODIES

The appointment of Town Councillors to outside bodies as circulated in Appendix C was agreed, with the following amendments:

a) Berwick's Future Steering Group Membership – removed from list (no longer exists)

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- b) Berwick-upon-Tweed Corporation (Freemen) Trustees – Councillor I Dixon replaces Councillor J Robertson
- c) Cittaslow Working Group – Councillor G Hill added to Council representation
- d) Local Multi-Agency Partnership (LMAP) – Councillor J Robertson added to Council representation
- e) Town Partnership – removed from list (superseded by Berwick Community Forum)
- f) Town Plan (with BDT) – removed from list
- g) Berwick Advertiser: Councillor's Columns – June (Cllr Waterhouse); July (Cllr Bowlas); August (Cllr Hill); September (Cllr Bettison); October (Cllr Simpson); November (Cllr Smith); December (Cllr Beresford); January (Cllr Hunter); February (Cllr McNeely); March (Cllr Dixon); April (tbc); May (tbc)
- h) Berwick Youth Project – second Council representative to be requested
- i) Neighbourhood Agreement Pathfinder – Councillor C Routledge tbc
- j) Market Town Welcome Steering Group – Councillor C Routledge tbc
- k) MTW Charter Market – Councillor C Routledge tbc

The revised list is attached as an Appendix C to these minutes.

C010/10

10. DECISIONS MADE UNDER DELEGATED POWERS

RESOLVED: (i) To note that Northumberland County Council has been notified of this Council's agreement to the plans of allotments which will be transferred from the County to the Town Council; and (ii) to agree to the appointment of an Acting Town Clerk on the same terms & conditions as the Town Clerk for 10 hours per week for the period from 10th May to 30th June, and to increase the hours of the Assistant to the Town Clerk by three hours per week for the same reason, for the period from 1st May to 30th June.

C011/10

11. PLANNING COMMITTEE

RESOLVED: To adopt the minutes of the Planning Committee held on 13th April 2010.

C012/10

12. DATE OF NEXT MEETING

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RESOLVED: To note that the next meeting of the Town Council will take place at 6.00pm on Monday, 12th July in the Council Chamber in the Town Hall.

C013/10

MAYOR'S ANNOUNCEMENTS

a) Walking of the May Fair, 12 noon on Friday, 28th May 2010

The Mayor expressed the hope that Councillor would support the Deputy Mayor at the annual Walking of the May Fair event, to be held at noon on Friday, 28th May in Berwick-upon-Tweed.

b) Mayor's Sunday

The Mayor announced that Mayor's Sunday would be held at 11.00 on Sunday, 11th July 2010 in Spittal Parish Church.

c) Mayor's Charity for 2010/2011

The Mayor announced that her chosen charity for the Mayoral year would be Breakthrough Breast Cancer.

STANDING COMMITTEES 2010-2011 (APPENDIX B)

1. Finance and Resources Committee

Councillor Hunter
Councillor Robertson
Councillor Simpson
Town Mayor
Deputy Town Mayor

2. Planning Committee

Councillor Herdman
Councillor Hill
Councillor Pauline
Councillor Robertson
Councillor Routledge
Town Mayor
Deputy Town Mayor

3. Events Committee

Councillor Beresford
Councillor Bettison
Councillor Dixon
Councillor Herdman
Councillor McNeely
Councillor Reid
Councillor Smith
Town Mayor
Deputy Town Mayor

4. Environment and Regeneration Committee

Councillor Dixon
Councillor McNeely
Councillor Robertson
Councillor Routledge
Councillor Simpson
Town Mayor
Deputy Town Mayor

5. Staffing Committee

Councillor Herdman
Councillor Hill
Councillor Simpson
Town Mayor
Deputy Town Mayor

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APPOINTMENTS TO OUTSIDE BODIES 2010-2011 (APPENDIX C)

No.	Name of Organisation	Representative/s in 2009-10	Term of Appointment
1.	Berwick's Future Steering Group Membership	Councillors M McNeely and J Robertson	Annual
2.	Berwick Community Development Trust	Councillor A Bowlas	Annual
3.	Berwick Play Partnership	Councillor H Bettison	Annual
4.	Berwick-upon-Tweed Corporation (Freemen) Trustees	Councillor I Dixon Councillor P Herdman Councillor A Bowlas Councillor H Bettison Councillor F Simpson	1 year until 30th November 2010
5.	Cittaslow Working Group	Councillor J Robertson (One vacancy)	Annual
6.	Conservation Area Advisory Group	Councillor A Bowlas	Annual
7.	Local Multi-Agency Partnership (LMAP)	Councillor H Bettison	Annual
8.	Gateway Group	Councillor F Simpson	Annual
9.	Town Partnership	Councillor J Robertson	Annual
10.	Berwick Events Group	Cllr Bettison alternating with Cllr M McNeely	Annual
11.	Spittal Splash Park	Cllr J Beresford	Annual

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12.	Town Plan (with BDT)	Cllr J Robertson, M McNeely, J Beresford	Annual
13.	Berwick Advertiser	<p>June (Upper Spittal) – Councillor J Waterhouse</p> <p>July (Castle)</p> <p>August (St. Boisil's)</p> <p>September (Lower Spittal)</p> <p>October (Magdalene)</p> <p>November (St. Boisil's)</p> <p>December (Upper Spittal)</p> <p>January (Castle)</p> <p>February (St. Boisil's)</p> <p>March (Lower Spittal)</p> <p>April (Magdalene)</p> <p>May (Castle)</p>	Ward Councillor to be nominated for each month, to pen "Councillor's Column" article for publication in The Berwick Advertiser
14.	Berwick Fair Trade	Councillor F Simpson	Annual
15.	Berwick Pilot	Councillor I Hunter	Annual
16.	Berwick Youth Project	Councillor I Dixon	Annual
17.	Neighbourhood Agreement Pathfinder, Berwick	Councillor C Routledge	Annual

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18.	Lighting Up Berwick	Cllrs J Robertson and J Waterhouse	Annual
19.	Market Town Welcome (MTW) Steering Group	Councillor C Routledge	Annual
20.	MTW Charter Market	Councillor C Routledge, and Councillor A Bowlas to deputise	Annual
21.	Northumberland Association of Local Councils (NALC) – County Committee	Councillor A Bowlas	Annual
22.	<p>Berwick's Future Governance (last revised October 2009)</p> <ul style="list-style-type: none"> • Executive • Quayside design competition/development brief project • Traffic management/Buchanan project group • Cultural offer heritage group • Townscape heritage initiative project group • Eastern Lane car park project group • The Barracks project group • Berwick Arc Area Action Plan • Communications project group • Public Realm strategy group 	<p>Councillor B Douglas</p> <p>Councillor F Simpson</p> <p>Councillor J Robertson</p> <p>Councillor G Hill</p> <p>Councillor M McNeely</p> <p>Councillor A Bowlas</p> <p>Councillor A Bowlas</p> <p>Councillor B Douglas</p> <p>Councillor P Herdman</p> <p>Councillor J Robertson</p>	All annual

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