

BERWICK-UPON-TWEED TOWN COUNCIL

Minutes of the Annual Town Council Meeting held on Monday 9 May 2011 at 6.00 pm in the Council Chamber, Town Hall, Marygate, Berwick-Upon-Tweed

PRESENT:

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

IN ATTENDANCE:

A Swinburne, Sheriff
S Finch, Town Clerk
J Benton, Sergeant-at-Mace
5 members of the public

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

C001/11 1. ELECTION OF TOWN MAYOR

The retiring Town Mayor, Councillor Waterhouse, proposed, and Councillor F Simpson, seconded, the proposition that Councillor Bowlas be elected Town

Mayor of Berwick-upon-Tweed for the year 2011/2012.

RESOLVED: That Councillor Bowlas 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.

The Town Mayor gave a short address thanking the outgoing Town Mayor and describing the activities which he hoped the Town Council would engage in during the coming year.

C002/11

2. ELECTION OF DEPUTY TOWN MAYOR

Councillor Dixon proposed, and Councillor Routledge seconded, the proposition that Councillor Robertson be elected Deputy Town Mayor of Berwick-upon-Tweed for the year 2011/2012, following which a second nomination was received.

Councillor Bettison proposed, and Councillor Pauline seconded, the proposition that Councillor Hunter be elected Deputy Town Mayor for the year 2011/2012.

Each candidate spoke about the contribution which they could make to the role and to the work of the Town Council.

A secret ballot was requested by two members.

The result of the secret ballot was as follows: 9 votes in favour of the election of Councillor Robertson as Deputy Town Mayor for the ensuing year, and 5 in favour of Councillor Hunter.

RESOLVED: That Councillor Robertson be appointed Deputy Town Mayor of Berwick-upon-Tweed for the year 2011-12.

C003/11

3. APPOINTMENT OF SHERIFF

The Town Mayor announced his appointment of Mr Lance Robson as Sheriff for the year 2011-12, and of Mrs Sandra Evans as Sheriff's Lady.

C004/11

4. STATEMENTS BY THE PUBLIC

There were no statements by members of the public.

C005/11

5. APOLOGIES FOR ABSENCE

No apologies for absence had been received.

C006/11

6. MINUTES

The minutes of the meeting held on 21 March 2011 were agreed and signed as a correct record.

The minutes of the meeting held on 27 April 2011 were agreed and signed as a correct record.

C007/11

7. DISCLOSURES OF INTEREST

Councillors Bettison, Bowlas, Dixon, Herdman and Simpson declared a personal interest in Item 12 (Christmas Lights), being non-Freemen Trustees.

Councillor Robertson declared a personal and prejudicial interest in Item 12 (Christmas Lights).

C008/11

8. APPOINTMENT OF STANDING COMMITTEES

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

a) **FINANCE AND RESOURCES COMMITTEE**

Councillor Hill to be added to the membership of the Finance and Resources Committee.

b) **PLANNING COMMITTEE**

Councillor Hill stepped down from the Planning Committee. Councillor Dixon was proposed, seconded and agreed as a member.

c) **ENVIRONMENT AND REGENERATION COMMITTEE**

Councillor Reid to be added to the membership of the Environment and Regeneration Committee.

The Committee membership as agreed for 2011-12 is set out in Appendix A

attached to these minutes.

C009/11 9. REPORT OF MEMBER ACTIVITIES AND ATTENDANCE

Members noted the reports from those councillors who had provided information about the bodies on which they represented the Town Council.

C010/11 10. APPOINTMENTS TO OUTSIDE BODIES

The appointment of Town Councillors to outside bodies as circulated in Appendix E was agreed, subject to it being noted that Berwick's Future governance arrangements needed to be reviewed to ensure the Town Council representation was appropriate. This would be re-visited following discussions with the Regeneration Manager.

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

C011/11 11. ALLOTMENTS

Members considered the paper which had been circulated setting out the statutory framework and the current status and supply of allotments in Berwick.

RESOLVED:

- (i) The waiting list for allotments in the Town Council area constitutes a demand; and**
- (ii) The Town Clerk should commence discussions with a view to preparing a strategy on how the current demand might be met, to be presented to the July meetings of the Environment and Regeneration Committee and Council.**

C012/11 12. CHRISTMAS LIGHTS

Councillor Robertson, having declared a personal and prejudicial interest in this item, left the room during its consideration by members.

RESOLVED:

- (i) The Council to allocate £7000 of reserves to bring existing lights up to standard, including provision of electrical supply, all expenditure to be by agreement of the Finance and Resources Committee.**
- (ii) The Council to discuss with community groups their preferences for a**

replacement, if any, for traditional Christmas trees, their views to be considered by the festive lighting working group and the financial implications considered by the Finance and Resources Committee.

- (iii) The Council to discuss with the Freeman's Trust new features for the Town Hall, with a commitment to meet 50% of the costs of what is agreed, subject to a maximum of £4000.

C013/11

13. PLANNING COMMITTEE

RESOLVED: To adopt the minutes of the Planning Committee meeting held on 12 April 2011.

C014/10

14. DATE OF NEXT MEETING

The next meeting of the Council would be held on Monday 25 July 2011 at 6 pm.

STANDING COMMITTEES 2010-2011 (APPENDIX A)

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

APPOINTMENTS TO OUTSIDE BODIES 2011-2012 (APPENDIX B)

Name of Organisation	Representative/s in 11-12	Term of Appointment
Berwick's Future Steering Group Membership	Councillors M McNeely and J Robertson	Annual
Berwick Community Development Trust	Councillor A Bowlas	Annual
Berwick Play Partnership	Councillor H Bettison	Annual
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 2012
Cittaslow Working Group	Councillor J Robertson Councillor G Hill	Annual
Conservation Area Advisory Group	Councillor A Bowlas	Annual
Local Multi-Agency Partnership (LMAP)	Councillor H Bettison Councillor J Robertson	Annual
Gateway Group	Councillor F Simpson	Annual
Berwick Events Group	Cllr Bettison alternating with Cllr McNeely	Annual
Spittal Splash Park	Cllr Beresford	Annual
Berwick Advertiser	June (Upper Spittal) – Councillor J Waterhouse July (Castle)	Ward Councillor to be nominated for each month, to pen "Councillor's Column" article for

	<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>	<p>publication in The Berwick Advertiser</p>
Berwick Fair Trade	Councillor F Simpson	Annual
Berwick Pilot (The 'Berwick Project')	Councillor I Hunter	Annual
Berwick Youth Project	Councillor I Dixon	Annual
Neighbourhood Agreement Pathfinder, Berwick	Councillor C Routledge	Annual
Lighting Up Berwick (Christmas lights)	Cllrs J Robertson and J Waterhouse	Annual
Market Town Welcome (MTW) Steering Group	Councillor C Routledge	Annual

MTW Charter Market	Councillor C Routledge, and Councillor A Bowlas to deputise	Annual
Northumberland Association of Local Councils (NALC) – County Committee	Councillor A Bowlas	Annual
Berwick's Future Governance (last revised October 2009) <ul style="list-style-type: none"> • Project Management Group • 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 	Councillor B Douglas Councillor F Simpson Councillor J Robertson Councillor G Hill Councillor McNeely Councillor A Bowlas Councillor A Bowlas Councillor B Douglas Councillor P Herdman Councillor J Robertson	All annual
Border Bridge Illuminations Marketing Group	Councillor A Bowlas	
Tweedmouth Prior Park First School	Councillor J Beresford	
Armed Forces Day 2011 – Steering Group	Councillor F Simpson	

Libraries Consultative Committee	Councillor P Herdman	
Berwick in Bloom (Not previously formally agreed)	Councillor A Bowlas Councillor M McNeely Councillor J Robertson	