

## **BERWICK-UPON-TWEED TOWN COUNCIL**

**Minutes of the Annual Town Council Meeting held on Monday 13 May 2013 at 6.00 pm in the Council Chamber, Town Hall, Marygate, Berwick-Upon-Tweed**

### **PRESENT:**

Councillors: J Robertson (Town Mayor, Chairman for Item 1)  
I Hunter (Deputy Town Mayor, Chairman for Item 2 onwards)  
H Bettison  
I Dixon  
P Elliott  
T Forrester  
A Gibson  
G Hill  
G Jones  
G Roughead  
C Seymour  
F Simpson  
J Stephenson

### **IN ATTENDANCE:**

S Finch, Town Clerk  
S Cozens, Assistant to the Clerk  
J Benton, Sergeant-at-Mace  
5 members of the public

The retiring Town Mayor, Councillor J Robertson will present his end-of-term address at the Mayor Making Ceremony on Monday, 20 May 2013

### **C001/13 1. ELECTION OF TOWN MAYOR**

The retiring Town Mayor, Councillor J Robertson, proposed, and Councillor H Bettison, seconded, the proposition that Councillor I Hunter be elected Town

Mayor of Berwick-upon-Tweed for the year 2013/2014.

**RESOLVED: That Councillor I Hunter be appointed Town Mayor of Berwick-upon-Tweed for the year 2013/2014.**

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

**C002/13**

**2. ELECTION OF DEPUTY TOWN MAYOR**

Councillor I Hunter proposed, and Councillor F Simpson seconded, the proposition that Councillor G Hill be elected Deputy Town Mayor of Berwick-upon-Tweed for the year 2013/2014.

**RESOLVED: That Councillor G Hill be appointed Deputy Town Mayor of Berwick-upon-Tweed for the year 2013/2014.**

**C003/13**

**3. APPOINTMENT OF SHERIFF**

The Town Mayor announced her appointment of Mr Michael Richardson as Sheriff for the year 2013/2014, and of Mrs Kate Stephenson as Sheriff's Lady.

**C004/13**

**4. STATEMENTS BY THE PUBLIC**

There were no statements by members of the public present.

**C005/13**

**5. APOLOGIES FOR ABSENCE**

Apologies for absence had been accepted from: Councillors J Beresford (holiday).

**C006/13**

**6. MINUTES**

The minutes of the meeting held on 25 March 2013 were agreed and signed as a correct record.

**C007/13**

**7. DISCLOSURE OF INTERESTS**

Councillor G Hill declared a personal and prejudicial interest in Item 12 (Application for Financial Assistance).

**C008/13**

**8. REQUEST FOR DISPENSATION**

There were no requests for dispensation.

**C009/13**

**9. APPOINTMENT OF STANDING COMMITTEES**

The membership of Standing Committees for 2013-2014 was agreed and is set out in Appendix A attached to these minutes.

**C010/13**

**10. 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.

Members noted the record of Councillor attendance for the Year 2012/2013.

**C011/13**

**11. APPOINTMENTS TO OUTSIDE BODIES**

The appointment of Town Councillors to outside bodies as circulated in Appendix C was reviewed, amended and agreed.

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

**C012/13**

**12. APPLICATION FOR FINANCIAL ASSISTANCE**

**RESOLVED: (i) To make £240 available to West End Residents Association.**

**C013/13**

**13. SIGNATORIES TO BANK ACCOUNT**

**RESOLVED: That Councillors G Hill, I Hunter, J Robertson, G Roughead, J Stephenson and F Simpson be appointed as signatories to the Town Council Bank Accounts.**

**C014/13**

**14. PLANNING COMMITTEE**

**RESOLVED: To adopt the minutes of the Planning Committee meetings held on 26 March 2013 and 23 April 2013.**

**C015/13**

**15. FINANCE AND RESOURCES COMMITTEE**

**RESOLVED: To adopt the minutes of the Finance and Resources Committee meeting held on 22 April 2013.**

**C016/13**

**16. DATE OF NEXT MEETING**

The next meeting of the Council would be held on Monday 24 June 2013 at 6 pm.

## **STANDING COMMITTEES 2013-2014 (APPENDIX A)**

### **1. Finance and Resources Committee**

Councillor Philip Elliott  
Councillor Thomas Forrester  
Councillor Gregah Roughead  
Councillor John Robertson  
Councillor John Stephenson  
Town Mayor  
Deputy Town Mayor

### **2. Planning Committee**

Councillor Ivor Dixon  
Councillor Philip Elliott  
Councillor Thomas Forrester  
Councillor Gregah Roughead  
Councillor Catherine Seymour  
Town Mayor  
Deputy Town Mayor

### **3. Events Committee**

Councillor Jeanette Beresford  
Councillor Hazel Bettison  
Councillor Ivor Dixon  
Councillor Philip Elliott  
Councillor John Robertson  
Councillor Gregah Roughead  
Councillor Flora Simpson  
Town Mayor  
Deputy Town Mayor

### **4. Environment and Regeneration Committee**

Councillor Ivor Dixon

Councillor Philip Elliott  
Councillor Alex Gibson  
Councillor Gavin Jones  
Councillor John Robertson  
Councillor Gregah Roughead  
Councillor Flora Simpson  
Councillor John Stephenson  
Town Mayor  
Deputy Town Mayor

**5. Staffing Committee**

Councillor Hazel Bettison  
Councillor Gregah Roughead  
Councillor Catherine Seymour  
Councillor Flora Simpson  
Councillor John Stephenson  
Town Mayor  
Deputy Town Mayor

## APPOINTMENTS TO OUTSIDE BODIES 2013-2014 (APPENDIX C)

Name of Organisation	Representative/s in 13-14	Term of Appointment
Berwick Community Trust	Councillor J Stephenson	Annual
Berwick Town Team	Councillor J Robertson	Annual
Berwick-upon-Tweed Corporation (Freemen) Trustees From November 2012	Councillor H Bettison Councillor I Dixon Councillor T Forrester Councillor F Simpson Councillor J Stephenson	1 year until 30th November 2013
Cittaslow Working Group	Councillor F Simpson	Annual
Conservation Area Advisory Group	Councillor C Seymour	Annual
Local Multi-Agency Partnership (LMAP)	Councillor H Bettison Councillor J Robertson	Annual
Gateway Group	Councillor F Simpson	Annual
Berwick Fair Trade	Councillor F Simpson	Annual
Berwick Youth Project	Councillor J Stephenson	Annual
Northumberland Association of Local Councils (NALC) – County Committee	Councillor J Robertson	Annual
Tweedmouth Prior Park First School	Deferred to the next meeting of Council.	Annual
Berwick in Bloom	Councillor A Gibson	Annual

Riding of the Bounds Association	Councillor H Bettison	Annual
St Aidans	Councillor I Dixon	Annual
Berwick 900	Councillor H Bettison Councillor J Robertson	To 2015
Tourism Forum	Councillor J Robertson	Annual  Permanent
Berwick Youth Council	Councillor A Gibson Councillor G Roughead Councillor J Robertson	Annual