

BERWICK-UPON-TWEED TOWN COUNCIL

Minutes of the Town Council Budget and Administration Committee Meeting held on Monday, 8 January 2018 at 6.30pm in the Town Hall, Marygate, Berwick-upon-Tweed

PRESENT:

Councillors: A Forbes (Chair)
A Bowlas
R Bruce
B Douglas
A Gibson
G Smith

IN ATTENDANCE:

G Davies, Town Clerk
S Cozens, Assistant to the Clerk
Cllr B Parkin
2 members of the public

OPEN SESSION

Mr B Darling spoke in relation to item 6.

BA074/17 1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs C Lewis and G Roughead.

BA075/17 2. MINUTES OF THE LAST MEETING

The minutes of the meeting held on Monday, 11 December 2017 were approved and signed as a correct record.

BA076/17 3. DISCLOSURE OF INTERESTS

There were no disclosures of interests.

BA077/17 4. REQUEST FOR DISPENSATION

There were no requests for dispensation.

BA078/17 5. NOTIFICATION OF PAYMENTS MADE BY BERWICK-UPON-TWEED TOWN COUNCIL

It was **RESOLVED** without division to note the schedule of payments.

BA079/17

6. PUBLICATION OF MEETING PAPERS

The Town Clerk introduced the report, and it was **RESOLVED** on the motion of Cllr Bruce, seconded by Cllr Bowlas, that the report be submitted to Council.

BA080/17

7. MEDIUM TERM FINANCIAL PLAN

The Town Clerk introduced the Medium Term Financial Plan.

BA081/17

8. RESERVES POLICY

It was **RESOLVED** without division to defer this item until the next meeting.

BA082/17

9. COUNCIL INVESTMENTS

The recommendation having been proposed by Cllr Gibson, seconded by Cllr Bowlas it was then **RESOLVED**, on the casting vote of the Chair, to not proceed with this proposal.

BA083/17

10. BUDGET ARRANGEMENTS AND FINANCIAL REGULATIONS

It was **RESOLVED** on the motion of Cllr Bruce, seconded by Cllr Bowlas that financial regulations 3.6, 3.7 and 3.8 be deleted, that regulation 3.5 be amended, and the wording attached be substituted.

BA084/17

11. JOB DESCRIPTION

After a debate between members it was **RESOLVED** without division to note the proposed job description.

BA085/17

12. CORRESPONDENCE LOG

The Town Clerk reported that further work was required to enable the Correspondence Log to be updated.

BA086/17

13. DATE OF NEXT MEETING

The date of the next meeting would be Monday, 12 February 2018 at 6.30 pm.