

BERWICK-UPON-TWEED TOWN COUNCIL

Minutes of the Town Council Budget and Administration Committee Meeting held on Monday, 11 December 2017 at 6.30pm in the Town Hall, Marygate, Berwick-upon-Tweed

PRESENT:

Councillors: A Forbes (Chair)
A Gibson
C Lewis
G Smith

IN ATTENDANCE:

G Davies, Town Clerk
S Cozens, Assistant to the Clerk
County Councillor G Hill
0 members of the public

OPEN SESSION

A County Councillor who was present expressed concerns about the process for setting the precept, and their views on the level of expenditure that would be appropriate.

BA066/17 1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs A Bowlas, R Bruce, B Douglas and G Roughead.

BA067/17 2. MINUTES OF THE LAST MEETING

The minutes of the meeting held on Monday, 13 November 2017 were approved and signed as a correct record.

BA068/17 3. DISCLOSURE OF INTERESTS

There were no disclosures of interests.

BA069/17 4. REQUEST FOR DISPENSATION

There were no requests for dispensation.

BA070/17 5. REVIEW OF FINANCIAL REGULATIONS

Members requested that a copy of current financial regulations be provided

to elected members before any changes are proposed. It was then **RESOLVED** without division that the committee set aside a portion of its meetings in the first quarter of 2018 to review those regulations members brought to its attention, with a composite motion containing all the proposed changes being taken to council in April 2018, and the new regulations being formally adopted by the first council of the 2018-19 council year.

BA071/17

6. COMPLAINTS POLICY AND HABITUAL AND VEXATIOUS COMPLAINTS

After the Town Clerk had presented his report standing orders were suspended sufficiently to allow a county councillor to speak. After the reinstatement of standing orders members **RESOLVED** that they wished to adopt the de facto complaints policy as the policy for the council.

BA072/17

7. NOTIFICATION OF PAYMENTS MADE BY BERWICK-UPON-TWEED TOWN COUNCIL

It was **RESOLVED** without division, after a query about the drawing of a cheque to an individual officer of an organization, to note the schedule of payments.

BA073/17

8. DATE OF NEXT MEETING

The date of the next meeting would be Monday, 8 January 2018 at 6.30 pm.