

## BERWICK-UPON-TWEED TOWN COUNCIL

**Minutes of the Town Council Budget and Administration Committee Meeting held on Monday, 12 June 2017 at 6.30pm in the Town Hall, Marygate, Berwick-upon-Tweed**

### **PRESENT:**

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

### **IN ATTENDANCE:**

G Davies, Town Clerk

S Cozens, Assistant to the Clerk

Cllrs A Bowlas and G Smith

No members of the public were present. The Chair invited Cllrs Bowlas and Smith to sit at the committee table with the members of the committee, and it was **RESOLVED** unanimously to suspend Standing Orders sufficiently to allow them to speak during the meeting.

#### **BA009/17           1. APOLOGIES FOR ABSENCE**

There were no apologies for absence.

#### **BA010/17           2. MINUTES OF THE LAST MEETING**

The minutes of the meeting held on Monday, 15 May 2017 were unanimously agreed on the motion of Cllr Roughead, seconded by Cllr Bruce, and signed as a correct record.

#### **BA011/17           3. DISCLOSURE OF INTERESTS**

There were no disclosures of interests.

#### **BA012/17           4. REQUEST FOR DISPENSATION**

There were no requests for dispensation.

**BA013/17**      **5. LINE MANAGEMENT OF THE TOWN CLERK**

It was proposed by Cllr Roughead, seconded by Cllr Bruce, and **RESOLVED** by three votes to none that the line management committee for the Town Clerk be comprised of the Chair and Vice-Chair of the Budget and Administration Committee, and the Mayor.

**BA014/17**      **6. ANNUAL RETURN**

It was unanimously **RESOLVED** to note the timetable for the Annual Return.

**BA015/17**      **7. STAFF TRAINING**

It was **RESOLVED** on the motion of Cllr Roughead, seconded by Cllr Gibson, that the committee recommend to council

- a) that a virement of £3300 be made from operational reserves to the Administration: Staffing cost centre for training and subscriptions, and
- b) the Town Clerk be given authority to allocate funding from within this budget to the purposes described in paragraphs 1-7 of the report,
- c) and that the Town Clerk consult with the Committee Chair before entering into any commitments except those specified above.

**BA016/17**      **8. WEEKLY CALENDAR**

It was unanimously **RESOLVED** that the committee approve the principle of the weekly calendar of staff whereabouts, and that the committee should add the review of the calendar after three months to their forward plan.

**BA017/17**      **9. DATE OF NEXT MEETING**

The date of the next meeting would be Monday, 10 July 2017 at 6.30 pm.

**Committee RESOLVED that under the Public Bodies (Admission to Meetings) Act 1960 it was appropriate to exclude the media and public from the discussion of the following business on the basis that public discussion might prejudice the Committee's position and staffing issues might be discussed.**

**BA018/17**      **10. INTERNAL AUDIT ACTION PLAN**

It was unanimously **RESOLVED** to note the Internal Audit report, and to add

work necessary to address the issues raised by the Internal Auditors to the committee's Forward Plan, which would be brought to the next meeting.

# **ANNUAL REPORT OF THE STANDARDS COMMITTEE**

**2016 - 2017**

## **1. THE LOCALISM ACT 2011 - THE STANDARDS REGIME**

The new standards regime came into effect on 1 July 2012. The Council, at its meeting on 4 July 2012, agreed the membership of eight Councillors and three Town and Parish Council non-voting co-optees. An Independent Person was also appointed by Council on 4 July 2012. The Independent Person is not a member of the Committee but does attend its meetings and hearings.

The Standards Committee has met twice during the Council Year 2016-2017 on 19 January 2017 and for a hearing on 4 November 2016.

## **2. BERWICK UPON TWEED TOWN COUNCIL - HOEY AINSCOUGH REVIEW**

The Standards Committee was informed about work that had been carried out with Berwick upon Tweed Town Council in an effort to promote and maintain high standards of conduct amongst that authority's members. The report appeared to have been well received by the Town Council and the report recommendations were agreed at its meeting on 9 January 2017. The report called for monitoring by Northumberland County Council after a six month period and then 12 months although this frequency could be changed to quarterly. A Northumberland County Council Officer had been seconded as interim Clerk to the Town Council and the cost was being met by the Town Council.

Members welcomed the report and felt that the recommendations could be used as a useful best practice guide for other Parish and Town Councils. The document was publicly available and any Parish or Town Council would be free to make use of the recommendations contained in the report.

### **3. CODE OF CONDUCT COMPLAINT - HALTWHISTLE TOWN COUNCIL**

At a hearing on the 4th November 2016 the Standards Committee found that a member of Haltwhistle Town Council had failed to treat the Clerk to the Town Council with respect and had bullied her contrary to that authority's members' code of conduct. As a consequence of the Standards Committee's findings the member concerned had been censured by the Town Council, removed from all of the authority's committees and sub-committees for a period of one year and had undergone training in relation to the members' code of conduct.

### **4. CASELOAD**

The Monitoring Officer, in conjunction with the Independent Person has dealt with 16 complaints this year, eight of which were related to Parish and Town Councils and the remaining eight concerning members of the County Council.

No action required	-	11
Investigation	-	0
Apology Requested	-	1
Apology Requested but not received	-	0
Ongoing	-	1
Withdrawn	-	1
Mediation recommended	-	1
Other action	-	3

**Mr. J. Jackson**  
**Independent Chair**

# NORTHUMBERLAND

## Northumberland County Council

Public Health Protection Unit · Fire & Rescue Service · West Hartford Business Park ·

Cramlington · Northumberland · NE23 3JP

Telephone: 0345 600 6400 · Web: [www.northumberland.gov.uk](http://www.northumberland.gov.uk)

Clerk to the Parish Council

Your Ref:

Our Ref: GDW/062017/PGS1

Enquiries to: Peter Simpson

Direct Line: 01670 623695

E-mail: [peter.simpson@northumberland.gov.uk](mailto:peter.simpson@northumberland.gov.uk)

Date: 13th June 2017

Dear Sir/Madam,

### **The Green Dog Walkers Responsible Dog Ownership Campaign**

On the 3rd July 2017 the Council will be launching a new Campaign to promote responsible dog ownership in Northumberland. At the core of the campaign is the Green Dog Walker Initiative that encourages both local environmental groups and motivated individuals to sign up to the Green Dog Walker pledge.

The Campaign focuses on the issues of dog fouling (being a Green Dog Walker) together with dog control and public safety. Dog fouling can have a significant impact on our environment and presents a serious public health risk from for example Toxocariasis an illness of humans caused by dog roundworm that is found in dog faeces and can lead to blindness in humans. As regards public safety there have been dog attack incidents locally including an incident in 2016 in a park in Blyth.

This campaign will form an important part of the County Council's overall approach to dog control. Our commitment to effective enforcement will continue as before with targeted enforcement patrols at identified problem areas across Northumberland.

The Campaign will seek to promote Northumberland as a welcoming place to responsible dog walkers whether residents or visitors but also emphasise that Northumberland is not a place that tolerates irresponsible dog owners again whether residents or visitors. The philosophy behind the Green Dog Walker Initiative is to change public attitudes so that it becomes socially unacceptable to fail to clean up after your dog i.e. they should leave only pawprints.

The Green Dog Walker Initiative relies on volunteers for its delivery and uses a non-confrontational 'keep it friendly' approach to encourage responsible dog ownership. Talking to dog walkers, offering free poop bags and in turn encouraging them to also sign up to the green dog walker pledge. The group or individual provides the "on the ground" work to sign up further pledgers.

Green Dog Walker support kits will be provided to local community groups, individuals, and schools who want to take an active role. The toolkit includes a supply of campaign guides, pledge brochures, armbands, doggy bags, and posters. Individuals who sign up to the pledge will be provided with the armband and a supply of campaign poop bags and leaflets to encourage other dog walkers to sign up.

### **Key messages of the campaign are;**

- dog fouling is a significant public health problem and blight on our environment,
- that picking up after your dog or reporting those that don't helps protect Northumberland's environment for all,
- that the fixed penalty fine for offenders in Northumberland has been increased to £100,
- that dogs should be kept under control at all times in public spaces in the interest of public safety,
- that dog owners should always be aware of the need to keep dogs on leads to avoid the worrying of farm animals, the disturbance to roosting, breeding birds, & stranded seals,
- and that the Council encourages responsible dog walkers to join up as volunteers for the Green Dog Walker Initiative and help promote responsible dog ownership across Northumberland.

### **Key Contacts**

- 1) Information about the campaign and an online Green Dog Walker pledge form can from the 3rd July be found at;  
[www.northumberland.gov.uk/greendogwalkers](http://www.northumberland.gov.uk/greendogwalkers)
- 2) Please contact us by email at [greendogwalkers@northumberland.gov.uk](mailto:greendogwalkers@northumberland.gov.uk) if you would like a supply of campaign materials.
- 3) Please contact Steve Hall, Senior Animal Welfare Officer, for other specific support and advice: [stephen.hall@northumberland.gov.uk](mailto:stephen.hall@northumberland.gov.uk), 01670 623751. Northumberland County Council Depot, East View, Choppington, Northumberland NE62 5TR.



leave only pawprints<sup>®</sup>...

## What can your council do to help?

- 1) Promote the campaign through your parish website and newsletters. In this regard we are happy for you to 'cut & paste' any of the campaign information given in this letter.
- 2) Display campaign posters and leaflets in community buildings. Please contact us at [greendogwalkers@northumberland.gov.uk](mailto:greendogwalkers@northumberland.gov.uk) and we will send you a supply of campaign materials.
- 3) Encourage local environmental groups and individuals to sign up to the Green Dog Walker Pledge.

I would like to thank you for your support.

Yours sincerely,



Peter Simpson  
Public Health Protection Manager



leave only pawprints<sup>®</sup>...



## Appendix G

### Report of the Town Clerk

### Northumberland County Council Community Chest

#### Issues

1. Members may wish to note the attached report from Northumberland County Council which details the projected changes to the Community Chest scheme for 2017-18.
2. Changes include the inclusion of a pot of funding for individuals who wish to pursue challenges or ambitions.
3. A general analysis of past community chest applications suggests that Berwick-upon-Tweed has, in the past, under-performed in obtaining grant funding via community chest in comparison with its population.
4. Members are invited to note the dates from each round of applications, beginning with 29th September this year for the first round of the 2017-18 council year.

#### Recommendations

Members are urged to note the report, and to bring the Community Chest scheme to the attention of groups and individuals in their area who may benefit from it.

# NORTHUMBERLAND

Northumberland County Council

NORTH NORTHUMBERLAND LOCAL AREA COUNCIL

20 JULY 2017

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## THE COMMUNITY CHEST

Report of: Geoff Paul, Director of Planning and Economy

Cabinet Member: Peter Jackson, Leader

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### Purpose of report

To outline the changes proposed to the future operation of the Community Chest.

### Recommendations

The Local Area Council is asked to consider the revised approach to the Community Chest and to put forward:

- a) any further suggested changes to the Scheme
- b) any suggested priority themes that the LAC should focus on in awarding the grants from the Scheme

for the Council's Business Chair to consider in consultation with the Chairs of the Local Area Councils prior to the launch of the Scheme.

### Key Issues

The Community Chest Scheme was set up in 2009 and aims to support community groups and organisations to deliver activities which contribute to achieving the Council's ambition for Northumberland. High priority is given to projects that enhance the environment, strengthen communities, and which promote health and wellbeing. The scope of the Scheme is very broad with the guidelines and conditions of its use having evolved over its lifetime.

The Scheme is managed by the Area Committees (or their equivalent), each with a Grant Panel reflecting the political makeup of each area, together with the Area Chairs (or their equivalent) who consider Countywide applications. The process is managed through the calling of "rounds" with deadlines for applications throughout the year.

Over the lifetime of the Scheme, approximately 1,450 awards have been made totalling £2.6 million in response to requests for £5.6 million; an intervention rate of just under 50%. This contributed to projects valued as £18.7 million, a gearing ratio of approximately £7 invested for every £1 awarded. The vast majority (over 70%) of the grants awarded were for an allocation of £3,000 or less.

Following a review of the operation of the Community Chest, the new Administration of the Council have made one or two adjustments to the existing scheme. This is with a view to:

- ensuring a consistent approach in assessing projects is applied across the county
- encouraging a mixture of local and countywide projects that provide tangible benefits to local communities
- strengthening the scope to align projects with the Council's Members Local Improvement Scheme and other potential sources of funding

There will continue to be "local" and "countywide" components to the Community Chest. The funding allocations for each of the LACs will be based on the broad equivalent of £1 per head of the population living within that area whilst the size of the countywide pot has been doubled to £60,000.

The "local" element of the Scheme will be limited to applications of up to £5,000 and will include a ring-fence sum of £2,000 for each LAC to pilot the "Help for You" initiative. This will provide grants of up to £200 for young people aged under 18 years old to support them in pursuing a particular ambition. Both the local and countywide elements will meet up to a maximum of 75% of the costs of any proposal with the applicant expected to meet at least the residual quarter.

An Annual Report detailing the grant awards from the Community Chest will be presented to each of the LACs and the Communities and Place Overview and Scrutiny Committee (OSC) every Spring. This will include a review of the Scheme's operational arrangements with any further suggested changes put forward as considered appropriate.

The Scheme will be launched by the end of July with the first call for applications closing on Friday 29 September. On this basis, any comments or suggested changes to the Scheme should be made to the Council's Business Chair by close of play on Wednesday 26 July.

## **BACKGROUND**

### **Current operation**

- 1.1 The Community Chest Scheme was set up in 2009 following the creation of the new unitary authority for Northumberland and such replaced the equivalent local schemes operated by the former district and borough councils.
- 1.2 The aim of the current Scheme is to support community groups and organisations to deliver activities which contribute to achieving the Council's ambition for Northumberland. High priority is given to projects that enhance the environment, strengthen communities, and which promote health and wellbeing. Particular emphasis is also given to initiatives that will help groups to be sustainable in the longer term, are of value to a local area, and are not able to secure mainstream funding from the Council or other sources.
- 1.3 Eligibility for the Scheme is relatively simple; applicants are required to have a constitution and a bank account. The scope of the Scheme is also very broad with the guidelines and conditions of its use evolving over the lifetime of the Scheme. The current eligibility criteria are outlined below.

#### **Eligibility Criteria**

##### *Who can apply?*

The scheme is open to any voluntary, community or not for profit group or organisation (including charities) that is based in or serves the communities of Northumberland.

##### *Who cannot apply?*

Town and Parish Councils; Schools; and Businesses and other for profit organisations

##### *What can be applied for?*

The Scheme largely funds capital items, such as the purchase of equipment.

##### *What cannot be applied for?*

The scheme will not normally fund the following:

- Core running costs, including premises
- Wages, salaries, expenses or professional fees
- Annual or repeat funding
- Funding for other grant schemes or loan repayments
- Feasibility studies or pre project costs
- Goods and services already purchased
- Food, hospitality or consumables
- Advertising and marketing
- Fundraising and prize-giving
- Social excursions
- Religious or political activity
- Sports kit, uniforms/personal clothing

##### *How much can be applied for?*

The Scheme can provide grants of up to £10,000; however, the average grant is £2,500. The grant is paid up front and must be spent within 12 months of award.

- 1.4 In addition to the above, the previous Administration maintained an additional annual allocation of £62,000 to support social welfare centres in the south east of the county. This represented transitional relief to mitigate the annual support provided by the former Wansbeck and Blyth Valley councils.
- 1.5 The Scheme is managed by the Area Committees (or their equivalent), each with a Grant Panel reflecting the political makeup of each area, together with the Area Chairs Committee (or its equivalent) which considers Countywide applications. The process is managed through the calling of "rounds" with deadlines for applications in May, September and January. The Panels are supported by the Council's Community Regeneration Team which consists of 3 staff, one of whom takes the lead for administering the Scheme.
- 1.6 Over the lifetime of the Scheme, approximately 1,450 awards have been made totalling £2.6 million in response to requests for £5.6 million; an intervention rate of just under 50%. This contributed to projects valued as £18.7 million, a gearing ratio of approximately £7 invested for every £1 awarded. The vast majority (over 70%) of the grants awarded were for an allocation of £3,000 or less.
- 1.7 For information, the list of grant awards from 2016/17 is reproduced at Appendix 1.

### Future operation

- 1.8 Following a review of the operation of the Community Chest, the new Administration of the Council have made one or two adjustments to the existing scheme. This is with a view to:
- ensuring a consistent approach in assessing projects is applied across the county
  - encouraging a mixture of local and countywide projects that provide tangible benefits to local communities
  - strengthening the scope to align projects with the Council's Members Local Improvement Scheme and other potential sources of funding
- 1.9 There will continue to be "local" and "countywide" components to the Community Chest. The funding allocations for each of the LACs will be based on the broad equivalent of £1 per head of the population living within that area whilst the size of the countywide pot has been doubled to £60,000.

Area	Allocation
Ashington & Blyth	76,000
Castle Morpeth	61,100
Cramlington, Bedlington & Seaton Valley	59,100
North Northumberland	59,500
Tynedale	59,600

Countywide	60,000
<b>TOTAL</b>	<b>375,300</b>

1.10 However, different and amended conditions will apply to the two component parts of the Community Chest as follows:

*The "local" element*

- each LAC will have the flexibility to identify particular priority themes which are seen as particularly relevant to their local circumstances as part of the call for projects - as part of this both the Ashington & Blyth and Cramlington, Bedlington & Seaton Valley LACs will have the ability to ring fence an element of their allocations to specifically support the social welfare centres within their areas
- the upper limit of this element of the Scheme will be £5,000 with a maximum grant award of 75% of the initiative's costs
- each LAC will pilot from its allocation a "Help for You" initiative which will seek to provide up to £200 to support young people aged under 18 to pursue a particular ambition - a maximum of £2,000 will be ring-fenced for this purpose
- the application form will ask applicants to outline the steps they have taken to generate or attract funding from other sources

*The "countywide" element*

- there will be no upper limit of this element whilst recognising the level of funding available, with a maximum grant award of 75% of the initiative's costs
- the application form will ask applicants to outline how their proposal contributes to either county or local priorities; and the steps they have taken to generate or attract funding from other sources
- applications for revenue funding that support new ways of working and invest to save proposals will be eligible for support but any grant recipient would be unable to receive a second award for the same initiative
- the Local Area Council (LAC) Chairs will act as the Grants Panel for this element of the Scheme and would have the flexibility, as appropriate, to award the grants in instalments and subject to certain conditions being met

*Applying to both elements*

- there will be two rounds calling for applications which will normally take place in May/June and September/October each year (but September and January for this financial year)
- each grant award will be conditional on grant recipient providing the requested information about the spending of their grant by a certain date; failure to comply with this will bar that organisation from receiving any grants from the Community Chest for the subsequent two years

- 1.11 An Annual Report detailing the grant awards from the Community Chest will be presented to each of the LACs and the Communities and Place Overview and Scrutiny Committee (OSC) every Spring. This will include a review of the Scheme's operational arrangements with any further suggested changes put forward as considered appropriate.
- 1.12 The Scheme will be launched by the end of July with the first call for applications closing on Friday 29 September. On this basis, any comments or suggested changes to this revised approach, together with any suggested priority themes for any of the individual LACS, should be made to the Council's Business Chair by close of play on Wednesday 26 July.

### Implications

<b>Policy</b>	The Community Chest contributes to the Council's strategic objective to promote stronger communities.
<b>Finance and value for money</b>	The changes proposed are intended to maximise the community impact of the Scheme and provide a readily available source of funding to voluntary and community sectors groups of different scale and with diverse remits.
<b>Legal</b>	None
<b>Procurement</b>	None
<b>Human Resources</b>	None
<b>Property</b>	None
<b>Equalities</b>	No Impact Assessment Attached. However, it is considered that the changes to the eligibility criteria of the Scheme remain unchanged, there is little impact with regard to promoting equality and diversity.
<b>Risk Assessment</b>	The changes proposed are based on the experience of administering the scheme for the past 8 years and the views of the Voluntary and Community Sector Liaison Forum.
<b>Crime &amp; Disorder</b>	None
<b>Customer Consideration</b>	The Scheme will continue to provide opportunities for voluntary and community sector organisations to secure a grant from the Council to help with the funding of a broad range of local activities.
<b>Carbon reduction</b>	None
<b>Wards</b>	ALL

**Background papers:**

- Current Community Chest Guidance
- Current Community Chest Application Form

**Report sign off**

***Authors must ensure that officers and members have agreed the content of the report:***

	<b>name</b>
Finance Officer	Alison Elsdon
Monitoring Officer/Legal	Liam Henry
Human Resources	Kelly Angus
Procurement	Teresa Palmer
I.T.	Neil Arnold
Executive Director	Geoff Paul
Portfolio Holder(s)	Peter Jackson

**Author and Contact Details**

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**Appendix 1:****Breakdown of the grants awarded through the Community Chest Scheme 2016/17**

<b>Countywide</b>		
Broomley Grange	Refurbish shower and bathroom facilities	£5,068.00
Carers Northumberland	Display panels for photographic exhibition	£1,392.00
Morpeth Northumbrian Gathering	50th Anniversary event	£8,500.00
Newsham & New Delaval Youth Forum	Holocaust Memorial short film for County event	£900.00
Northumberland Theatre Company	Portable lighting	£2,477.00
Northumberland Voluntary Ranger Service (Groundwork)	PPE, camera and tools	£757.00
Royal Society of the Culinary Arts	IT equipment and cooking utensils for schools project.	£3,135.00
Williams Gansey Project (Blyth Tall Ship)	Wool and knitting equipment	£7,771.00

<b>Central Area</b>		
1st Ponteland Boys Brigade	Expedition equipment	£1,016.00
1st Prudhoe Scouts Groups	Outdoor equipment	£1,500.00
Barnabas Safe and Sound	Installation of new heating system	£5,000.00
Blagdon Park Cricket Club	Junior cricket equipment	£1,278.00
Dalton Village Hall	WC upgrade	£2,000.00
Great Whittington Village Hall	Refurbishment work, tables and chairs	£2,525.00
Greater Morpeth Development Trust	Picnic in the Park: artist and materials	£550.00
Morpeth Flower Club	Flower arranging demonstrations	£150.00
Morpeth Parochial Church Council	St Aidan's Church community garden	£7,500.00
Morpeth Pipe Band	Pipe bags, reeds, drum heads & drum cases	£5,000.00
Northumberland Enterprise Limited	St Aidan's Church community garden: materials	£1,502.82
Ponteland Community Partnership	Interpretation panels for footpath.	£2,200.00
Ponteland Repertory Society	Dismountable staging and stage carpet	£3,000.00
Prudhoe Patchers	Sewing and knitting equipment	£1,125.00
Prudhoe Town Football Club	Pavilion: Heat pump, kitchen equipment, security systems and flooring.	£6,913.18
Prudhoe Youth Club Football Club	New goal posts, corner flags, pitch barriers, dug outs	£5,000.00
Spetchells Conservation Interest Group	Tools and equipment for conservation work	£2,660.00
St Mary the Virgin, Ovingham	Refurbishment for community activities	£500.00
Stobhill Community Forum	Development of multi play area	£7,500.00

The Hearth Centre	Motion sensors and LED lighting	£500.00
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<b>North Area</b>		
1st Longridge BP Scout Group	Tools for outdoor wood craft activities	£1,500.00
1st Whittingham BP Scout Group	Camping equipment and woodcraft tools	£1,500.00
Aln Valley Railway	Woodwork router for coach restoration	£600.00
Alnmouth & Lesbury Cricket Club	New power roller	£1,000.00
Alnmouth Community Rowing	Second-hand skiff, trailer, and equipment	£1,392.80
Alnwick & District Sports Council	Venue hire for event	£500.00
Alnwick Amateur Boxing Club	Exercise bike and treadmill	£1,947.90
Alnwick and District Flower Club	Flower arranging workshops	£200.00
Alnwick Bowling Club	New window for pavilion	£1,500.00
Alnwick District Swimming & Lifesaving Club	Swim fin sets	£180.00
Alnwick Town Homing Society	10 new race panniers	£780.00
Alwinton Border Shepherds' Show	New tent for 150th Anniversary show	£540.00
Bamburgh & Beadnell Community Rowing Club	Skiff building materials and trailer	£1,000.00
Bamburgh Research Project (Bradford Kaims)	Radiocarbon dating	£1,500.00
Bell View, Belford	ICT equipment	£2,220.00
Berwick Amateur Rowing Club	Sweep oars and sculling blades	£1,500.00
Berwick and District Youth Activity Group	ICT equipment	£1,322.01
Berwick Male Voice Choir	Printed music and programmes	£1,050.00
Berwick Migrant Support	Christmas event for migrant children	£450.00
Breamish Hall, Powburn	Kitchen and front hall refurbishment	£2,380.00
Chatton Village Hall Trust	Carpeting, rewiring and lighting	£1,000.00
Cheviot Valleys Flower Club	Flower arranging workshops	£325.00
Coquet Community Trust	Wild flowers planting on Rotary Way, Warkworth	£750.00
Craster Coastal Rowing Club	Trailer for Skiff	£700.00
Craster Community Trust	Picnic tables and benches for play park	£600.00
Felton Village Hall	Roof repairs	£3,392.00
Glendale Local History Society	ICT equipment	£600.00
Jubilee Hall, Newton on the Moor	Restoration of the bell and bell tower.	£3,034.00
Lesbury Village Hall Committee	Table Tennis table equipment	£854.61
Lionheart Radio	Licence for one year	£1,150.00
Local Living (NE) Limited	Radio microphones and event banners	£1,732.00
Longhoughton Village Development Trust	New chairs for community centre	£1,000.00
Milfield Heavy Horse Association	CCTV and security system	£2,500.00

Newton on the Moor Bowls Club	Indoor bowls equipment	£1,399.68
Northumbria Basketry Group	Materials and venue for Holy Island project	£1,900.00
Northumbria Hang-gliding and Paragliding Club	Reserve chutes and equipment	£1,500.00
Re-Nu-It	Vehicle repair and tyres.	£700.00
Shilbottle Community Hall	Storage, noticeboards, and various equipment	£800.00
Spittal Rovers FC	Training equipment	£700.00
The Portable Theatre Company	Costumes and props	£200.00
Tillside Cricket Club	Practice equipment	£600.00
Tyneside & Northumberland Mind (Alnwick)	Photocopier	£250.00
Upper Coquetdale Resource Group	Printer for community newsletter	£3,200.00
Warkworth War Memorial Hall	Refurbishment	£2,000.00
West End Residents Association, Tweedmouth	Local environmental improvements	£800.00
Young Mums North	Training programme for young Mums	£2,000.00

<b>South Area</b>		
1st CELL Scout Group	Expedition equipment	£2,645.00
2nd Cramlington Scout Group	Mains gas for heating	£5,000.00
8th Blyth Sea Scouts	Two sailing boats	£5,000.00
Amble Netball Club	Netballs and kit	£900.00
Amble Youth Project	Carpeting and floor covering	£1,000.00
Ashington Branch, Royal British Legion	Garden and disabled access improvements	£3,128.00
Ashington Community Cinema	Projector	£2,999.00
Ashington Hirst Running Club	Tent	£474.98
Ashington Panto Group	Costumes and stage sets	£500.00
Astley Park Summer Gala	Marquees and PA system	£1,906.50
ATAC Widdrington Station	Renovation work	£3,000.00
Bedlingtonshire Development Trust	One-off hire costs for Attlee Park event	£2,280.00
Blyth Cricket Club	Portable practice cage	£1,470.00
Blyth Photographic Society	Laptop and projector	£1,850.00
Blyth Star Enterprises	Replacement windows for offices	£5,000.00
Blyth Station RNLI	Portable toilets and signage for event	£520.00
Blyth Stroke Support Group	A wheelchair	£245.00
Bright Beginnings	Sensory toys	£500.00
Butokokan Judo Club	Judo mats for Ashington club	£2,000.00
Cambois Community Association	Marquee hire for Gala	£1,050.00
Cramlington Archers	Archery equipment	£1,000.00

Cramlington Community Tennis Programme	Windbreaks	£1,500.00
Cramlington Rockets RLFC	Sports equipment	£1,500.00
Cramlington Toddler Group	Toys and equipment	£1,500.00
Cramlington Town FC	Toilet refurbishment	£3,000.00
Cramlington United FC	Path for spectators	£5,000.00
Cramlington Voluntary Youth Project	Expedition equipment	£3,483.78
Doxford Youth Project	ICT and equipment	£429.97
Druridge Bay Regeneration Partnership	Baby changing units	£494.36
Dynamic Gymnastics Foundation, Cramlington	Gym equipment	£1,500.00
Earth Balance Shed	Tools for men's shed	£1,375.29
Ellington Colliery Band	A BB Cornet	£2,900.00
Ellington Juniors FC	Security fencing	£10,000.00
Fourth Action	Women's Workshop external improvements	£3,586.99
Friends of Ashington Community Woods	Trail camera and animal food	£351.92
Friends of East Meets West Black Belt Academy	Fighting kits for World Championships	£500.00
Friends of Ridley Park, Blyth	Display board	£700.00
Friends of the Teen Bar	ICT equipment	£1,000.00
Get U Started Training Ltd	Minibus	£5,000.00
Hadston House	Dishwasher, solar panels and extraction unit	£5,722.44
Headway Arts	Decoration	£1,500.00
Mowbray Primary School PTA	Secure cycle storage	£8,043.20
Neptune Headquarters, Blyth	Boiler, LED lights and insulation	£7,676.00
New Hartley Kids Club	Arts/crafts material, ICT, and sports equipment	£500.00
Newbiggin Bowling Club	Water boiler, suspended ceiling and fencing	£2,734.00
Newbiggin Heritage Partnership	Kite festival	£360.00
Newbiggin Juniors FC	Container cabin for match days	£4,000.00
Newbiggin Traders Association	Gazebos, tables and bunting	£867.55
Newsham and New Delaval Youth Forum	ICT and cooking utensils	£1,515.00
North Seaton Colliery Community Centre	Fencing and gates for recreation ground	£5,000.00
Northburn Wanderers FC	Mini soccer goals, bags and nets	£1,691.88
Northern Learning Trust (Newsham/New Delaval)	ICT equipment	£1,000.00
Parkhead & Wansbeck Powersports	Olympic competition set and squat stand	£6,984.36
People and Drugs Ltd (Silx Teen Bar)	DJ and MC mixing equipment	£2,669.00

Peoples Painting for Health and Leisure, Bedlington	Art materials and exhibition venue	£500.00
Real Deal Plus, Ashington Life Centre	Equipment for community cafe	£5,560.22
Red Row Welfare FC	New dug outs and bases	£3,000.00
Seaton Delaval Dynamos Junior FC	Disco and training equipment	£400.00
Seaton Delaval Pantomime Society	LED Starcloth	£600.00
Seaton Sluice Bowling Club	New changing room	£5,000.00
Seb and Olivia's Den, Northburn	Mobile hoist	£1,152.00
Splinter	Trailer and banners	£2,544.80
Stakeford & Bomarsund Sports & Welfare Centre	Heating system	£4,551.88
Stakeford Juniors FC	Portable lighting	£1,600.00
Tinywoods Academy	Secure container	£3,000.00
Twyford Toddler Group	Play equipment	£750.00
Walk of Life	Laptop and camera	£1,076.98
Wansbeck CVS	Volunteer CRM software system	£3,000.00
Wansbeck Ladies and Juniors Netball Club	Lock up boxes and training equipment	£450.00

<b>West Area</b>		
1st Stocksfield Scouts	Scout hut rebuilding works	£3,500.00
Allendale Cricket Club	Rotary mower and compact tractor	£1,610.00
Allendale Golf Club	Turf care equipment	£3,000.00
Allendale Pre School	Outdoor play equipment	£3,000.00
Bardon Mill Village Hall	Outside extension to hall	£1,500.00
Broomley Bee Project	Shed for meetings	£400.00
Corbridge Cricket Club	Furnishings for clubhouse kitchen/bar	£1,000.00
Corsenside Parish Hall	Floor repairs and ventilation	£1,500.00
Crafty Allsorts	Materials and disabled handrails	£850.00
Featherstone Village Hall	Roof repairs	£4,000.00
Haltwhistle Cricket Club	Pavilion roof repair	£1,800.00
Haltwhistle Swimming and Leisure Centre	Pump replacement	£1,500.00
Haydon Bridge & Haydon Parish Development Trust	Materials for public meeting area	£2,160.00
Hexham & District Flower Club	Flower arranging workshops	£200.00
Hexham & Tynedale Community Trust	Roof repairs	£3,000.00
Hexham Elvaston Bowling Club	Taster sessions for young people with learning	£400.00

	difficulties	
Kielder Water & Forest Park DT	Materials for adventure play area	£3,000.00
Let's Get Growing	Materials, tools and outdoor furniture	£700.00
Newbrough Town Hall	Cycle storage shed	£1,000.00
No 28 Regeneration Project	ICT equipment	£2,000.00
North of Tyne Flower Club	Flower arranging workshop	£300.00
Otterburn Children's Party Fund	Play park equipment	£3,000.00
Riding Mill Village Hall Trust	Hall refurbishment	£1,500.00
Riding Mill Village Hall Trust	Restoration of First World War Roll of Honour	£500.00
Stocksfield South of Tyne Flower Club	Flower arranging workshop	£100.00
StopGap Supported Housing	ICT equipment for vulnerable adults	£500.00
Tynedale Cricket Club	Bowling practice equipment	£600.00
Young and Sweet	Building refurbishment	£3,000.00

<b>South Area: Community Buildings &amp; Social Welfare Centres Fund</b>		
Buffalo Centre	New flooring	£4,998.00
East Bedlington Community Centre	Furnishings, white goods and display monitors	£8,021.22
Isabella Community Association	Kitchen refurbishment	£7,663.81
North Seaton Community Association	Door, floor, boiler, and new tables	£6,394.00
Real Deal Plus	Refurbishment of food and clothes banks, and day rooms	£5,000.00
Seaton Sluice Community Association	Patio doors, fencing, ramps, fire exits	£7,024.85
Seghill (Institute) Community Association	Roof refurbishment	£5,000.00
Spital Estate Community Association	Cooking utensils, tools, equipment, and art resources	£5,000.00
Stakeford & Bomarsund Sports and Social Welfare Centre	Heat exchangers, electrical works and decoration	£3,398.12
Stobswood Welfare	Refurbish ceilings, walls, lighting, and carpets	£9,500.00

## Appendix H

Report of the Town Clerk

Berwick Regeneration Commission (BRC)

### Background

1. The need to regenerate towns like Berwick-upon-Tweed is a given, and has been recognised by successive administrations at County Hall. Members will in all likelihood not need to be reminded that there have been a succession of regeneration plans for Berwick, not all of which have been either fully supported or fully implemented.
2. Currently NCC is supporting the Borderlands Initiative, an initiative intended to encourage growth across the Border region of England and Scotland, there is an opportunity for the Town Council to input to and benefit from this project regarding Berwick's role as an economic centre within the Borderlands area.
3. NCC also developed an emerging Economic Plan for Berwick in liaison with the Town Council, this work has now been progressed, with support from NCC and BTC through the new Berwick Coastal Community Team (CCT), a voluntary partnership of stakeholders in Berwick facilitated by Berwick Community Development Trust.
4. The CCT, and an emerging Economic Plan for Berwick was developed prior to a March 2017 deadline set by Government. The Economic Plan provides a framework to position the town of Berwick to benefit from future rounds of funding, in particular from the Coastal Communities Fund. As a 'living document' there is now the opportunity to explore how the partnership arrangements, thematic priorities and activities identified link to the priorities of NCC and BTC as organisations and how they can be progressed in support of the overall objectives to grow Berwick's economy.
5. Resources for regeneration and growth may well receive a boost should ongoing discussions regarding devolution to the North of Tyne area be successful. As such ensuring that NCC and BTC are collaborating on the pipeline of projects which could benefit from future investment is important.

### Issues

6. The governance arrangements of such projects, and their ensuing legitimacy, are central to their prospects for success. It is not always clear or demonstrable that regeneration initiatives in Berwick have enjoyed legitimacy; neither is it always demonstrable how the policy decisions underpinning such schemes have been taken. The lack of a clear chain of decisions that connect the conclusions to both the evidence and the political decisions being taken can lead to both scepticism about decisions and an unwillingness to support the outcomes of projects.
7. Besides the theoretical desire for legitimacy, which rests upon a set of untested but widely shared assumptions, the pressure to demonstrate legitimacy often arises from central government, with departments like DCLG challenging local initiatives to

demonstrate that they are rooted in the community, not merely within local government. This pressure is unlikely to change and has been a feature of schemes devised by governments of all political complexions since 1997.

8. Enabling local initiatives and local accountability demands that officers who represent authorities on boards and project teams have clear guidance from those who are democratically accountable as to the priorities for their work.

#### Proposals

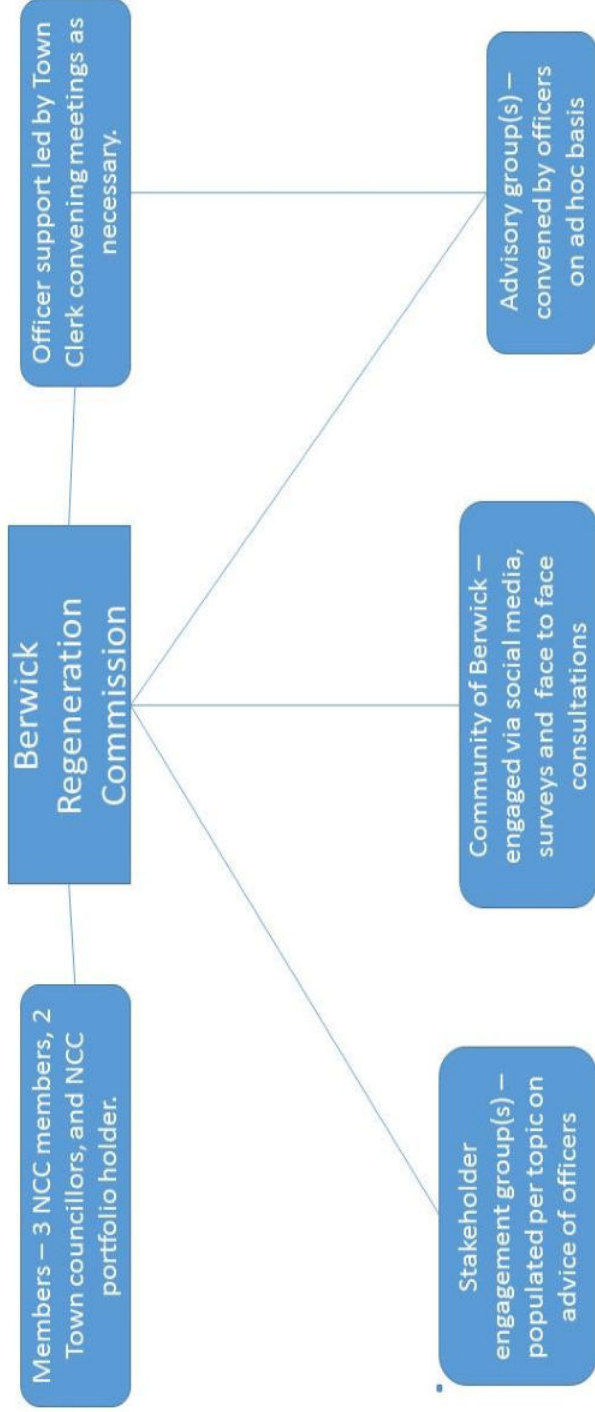
9. These matters have been the subject of productive discussions between officers and elected members of Northumberland County Council with a view to designing arrangements to address the issues above.
10. Any such arrangements to guide the work of officers need to be proportionate and lawful. There are circumstances where a joint committee is appropriate between two authorities, either neighbouring or co-terminous. It is proposed that the regeneration of Berwick-upon-Tweed is not such a case, since the scope of the work involved is, essentially, not the management of projects or significant budgets, but the guidance and direction of officers working in collaboration with partners to deliver projects.
11. In terms of lawfulness, any arrangements need to respect the differences between the two authorities; for NCC, as a principal authority operating the executive model of governance, the power to make decisions can be and is delegated to a member of the executive. For BTC authority can only be delegated to either a sub-committee of the council, or to the Town Clerk as Responsible Officer, subject to conditions such as after consultation with specified individuals or bodies.
12. It is therefore proposed that democratic accountability for regeneration projects be demonstrated in Berwick-upon-Tweed by forming the Berwick Regeneration Commission, comprised of the three county councillors representing the BTC area, two town councillors, and the portfolio holder from NCC for regeneration, with each member voting. The Commission would be serviced by the Town Clerk of BTC and his staff.
13. The imbalance in numbers between the Town Council and the County Council is intended both to reflect the disparity in resources available for such schemes between town and county, and the need to reflect, via their county councillor, the views of residents of East Ord who are likely to be affected by regeneration schemes even though they have no voice on Berwick Town Council.
14. The Commission, as an informal body, would be able to draw upon any resources available to it, and would only be able to execute its decisions indirectly, through either the authority of the NCC portfolio holder, or the Town Clerk. Nevertheless, the freedom of the format, and the ability to invite stakeholders to engage in an informal environment, with the appropriate attendees being invited to the appropriate meetings, will enable the BRC to confer and deliver legitimacy and a coherent approach to regeneration initiatives.
15. The BRC will focus its initial efforts on exploring the work developed through the new Berwick Economic Plan, recently launched by the Coastal Communities Team to ensure that the thematic and project responsibilities which relate to NCC and BTC can be delivered effectively in line with both organisation's respective priorities.



16. In practice this means there are likely to be, between meetings of the BRC, both advisory meetings (of professional partners), stakeholder meetings, and officer group meetings intended to enable focussed use of the time available for full BRC meetings.
17. The BRC will provide updates on progress and a summary of recommendations to both BRC and NCC, utilising the wider forum of the Local Area Council (LAC) to feed into NCC as appropriate.
18. Key stakeholders have been consulted and reassured as to their continuing role in advising on, contributing to and delivering regeneration projects in Berwick.

#### Recommendations

1. That council delegate to the Town Clerk authority to direct the work of Town Council staff to support the work of the Berwick Regeneration Commission,
2. That council delegate to the Town Clerk authority to use Town Council resources to enable the meetings of the Berwick Regeneration Commission, and
3. That council nominate two of its members to sit on the Berwick Regeneration Commission.



## Appendix I

### Report of the Town Clerk

### Berwick Marina / Pontoon Proposals

#### Background

1. Council has previously resolved to fund a report into the technical feasibility of providing pontoon based moorings for leisure yachts on the north side of the Tweed.
2. That report was commissioned via the Community Development Trust, to a brief written by Dave Blackburn, one of the prime movers of this project.
3. The report has now been received, and will be forwarded to members under separate cover as a background paper to this report.

#### The report conclusions

1. The proposed Phase I berthing pontoon is considered technically feasible for seasonal visitor moorings, as long as there is a mooring management plan in place, that covers the various constrictions mentioned in this report.
2. Phase II is not considered feasible for visitor berthing unless capital dredging works are carried to increase the depth around the proposed location.
3. The pontoon Phase I berth would be suitable for boats up to 14m long, but boats with drafts over 1.3m would be limited to roughly half the pontoon length.
4. There would be navigational restrictions on access to the pontoon at certain tidal states.
5. There may be conditions due to fluvial flow when berthing would be restricted.
6. Comprehensive services should be available at or near the berths to make them attractive for visitors.
7. The estimated costs of providing the first phase of the pontoon project is

Installation		£31,500
Pontoons and deflector		£71,000
Access Bridge		£29,000
Design and calculations		£9,000
Wall guides		£50,500
Services		£8,000
Security Gate		£4,500
		£203,500

8. Council is invited to note that the costs of providing services to a suitable termination point shoreside, and contingency provisions have not been included.
9. Council is also invited to note that no estimates have been prepared of the ongoing costs of providing real time information for boat users of the times when fluvial or seasonal flows will restrict access to the pontoons, or of managing the pontoons.

#### Recommendations

1. Council is recommended to agree to share the report on an open basis, without warranty, to any potential investors who wish to consider taking this project forward, or with community groups who may wish to seek to raise the funding for this project.

## Appendix J

Report of the Town Clerk

North Northumberland Voluntary Forum

### Background

1. Recent discussions with the chair of North Northumberland Voluntary Forum have highlighted the fact that Council used to send an elected member to Berwick Voluntary Forum, as it then was, but has not nominated a member to its successor body, North Northumberland Voluntary Forum.
2. NNVF is an infrastructure organization, providing support and training to the voluntary and community sector. It also provides, through partnerships with other VCS organization, occasional interventions such as the Warm Hub project it delivers in conjunction with the British Legion.
3. Prior to Local Government reorganization in 2008-09 most district councils in Northumberland had their own VCS infrastructure organization; NCC has persisted since then with an area based approach which reflects the reality of Northumberland's geography.
4. Like many such organizations NNVF provides accommodation and meeting space for organizations who require it. Any member attending on behalf of BTC would need to represent the priorities of this council whilst engaging with the challenges of running an organization that seeks to deliver several strands of work at a time of restricted budgets.

### Recommendations

1. That council decide if it wishes to be represented on the board of NNVF, and
2. If the answer to 1. is in the affirmative, it decides who it wishes to nominate as its representative.

# The Northern Powerhouse: Where do Market Towns fit in?

Market Towns Initiative: RSA North Briefing

September 2015

## Initial Research and Questions

### 1. What are the key benefits of living in the case study towns (Frodsham, Todmorden, Kendal and Berwick upon Tweed) and what are the key challenges facing residents?

- i. Homes in a market town are typically 12% more expensive than the average property in the county according to Lloyds Bank research 2014.
- ii. Rural areas have roughly average house prices but lower salaries so houses are less affordable. Urban areas have greater variation in property and higher salaries so more properties are more affordable:

Town	Average house price	Average weekly earnings	Affordability of housing	Self containment (live and work in town)
National	£185,619	£518	6.89 times	
Berwick upon Tweed	£171,546	£395	8.35 times earnings	81%
Todmorden	£130,694	£489	5.14 times earnings	59%
Frodsham	£249,739	£462	10.39 times earnings	26%
Kendal	£167,012	£479	6.93 times earnings	72%

- iii. In April 2010 there were 321 second homes registered in Kendal (2.3% of domestic properties) - lower than district level of 6.8%
- iv. 81% of residents work within Berwick upon Tweed whereas just 26% of Frodsham residents work within the town.

- v. Rural households spend an estimated £500 per week compared to £450 by urban households. Transport costs account for the biggest difference as they are more expensive in rural areas but communications, clothing and housing (net inc fuel and power) are generally higher in urban areas. Rural residents are more reliant on private transport (predominantly cars) due to the lack of public transport.
- vi. The Index of Multiple Deprivation shows that people in rural areas generally live longer than those in urban areas but in the least deprived areas urban life expectancies are slightly better than in rural areas.
- vii. The rural population is predominantly aged between 45 and 64 and is therefore generally older than the urban population.
- viii. Over 80% of the UK population (42,388,060) lived in Urban areas in 2010<sup>1</sup>, yet less than 33% of the UK's land area is classified as urban. The 80% is predicted to rise to 92.2% by 2030.
- ix. Density and property types:

	England	Berwick	Todmorden	Frodsham	Kendal
Detached homes	22%	16%	12%	38%	20%
Semi-detached	31%	40%	17%	34%	35%
Terrace	24%	26%	58%	16%	28%
Flat	21%	18%	13%	10%	17%
Caravan/mobile	0.4%	0.3%	0.1%	2%	0.2%
Density - number of people per hectare	4.07	7.3	2.9	4.3	26.36
% of residents aged under 16	17.5%	19%	20%	18%	19%
% of residents aged over 65	16.4%	20%	15%	24%	20%
% of homes occupied by single person under 65	18%	16%	23%	15%	18%

<sup>1</sup> Defra Statistical Digest of Rural England 2012

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/69493/pb13642-rural-digest-2012.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/69493/pb13642-rural-digest-2012.pdf)

% of homes occupied by single person over 65	12%	15%	12%	16%	15%
lone parent households	10.6%	10%	11%	9%	8%
Average occupancy per household	2.4	2.2	2.2	2.2	2.2

- x. Access to 8 key services such as employment, primary schools, secondary schools, further education, GP, hospital, food store, town centre are accessed within a reasonable time by 60% of urban residents compared with 48% of rural residents.
- xi. The Department of Education identifies low deprivation as the most important element to a good start in the education system hence better results in rural areas which are generally less deprived. More pupils in rural areas left school with at least 5 A\*-C GCSEs and entered higher education institutions than pupils living in urban areas. ONS also identified an association with sparsity, as the proportion of pupils living in less sparse areas achieving 5 or more GCSEs was greater than pupils in sparse areas.



## 2. What will be the likely impact on rural life and livelihoods of more highly paid knowledge intensive jobs in the city regions?

- i. The Northern Powerhouse is made up of the core city regions of Liverpool City Region Combined Authority, Greater Manchester Combined Authority, West Yorkshire Combined Authority, Sheffield Combined Authority, Humber Local Enterprise Partnership and the North East Combined Authority and contains 4.5million jobs (accounting for 16% of all Britain’s jobs). These jobs are not evenly spread across the region: 27% of all jobs within the Northern Powerhouse are within the Manchester City Region and 22% are in the West Yorkshire Combined Authority.
- ii. The Northern Powerhouse area is home to 16.7% of the UK population (10.2 million). Of the 10.2million 25% live in Manchester City region and 21% in the West Yorkshire Combined Authority.
- iii. Data shows that over a 10 year period many people move from rural areas to urban areas and then return to rural areas, but anecdotal evidence shows that in London people are increasingly staying there to have families.
- iv. Studies by Newcastle University show residents living in one area and working elsewhere earn more than those living and working in the same area. However, whilst commuters bring in money to their place of residence which has been earned outside that locality, Newcastle University identified that commuting also represents a leakage of money from the locality for other activities including retail and leisure spending, which in turn impacts on the rural high street. The Newcastle studies also show that in-migrants tend to be more likely to commute and to spend less money locally than local residents.
- v. In rural areas nearly 20% of residents work from home compared to just over 10% in urban areas and nearly 20% of rural residents are self employed compared to 12% urban residents. Within rural areas sparsely populated areas have far more home based workers (26% compared to 13% of less sparsely which is comparable with urban areas).
- vi. Rural incomes are at least partially dependent on the ability to commute, particularly for male full time workers (NCL).
- vii. 11,260,336 working residents in the UK commuted from one local authority to another for work on the 2011 Census day.
- viii. Commuter patterns for case study towns:

Town	% regular commuters	Number of commuters from one LA to another	Time to drive to nearest core city	Time on train to nearest core city	Cost of train to nearest core city
National		11,260,336			

Berwick upon Tweed	11%	1097	1hr30mins to Newcastle and 1 hr 13mins to Edinburgh	48 mins to Newcastle and 43 mins to Edinburgh	£36.20 to Newcastle and £35 to Edinburgh
Todmorden	33%	2959	41 mins to Leeds, 42 mins to Manchester	1 hour to Leeds 26 mins to Manchester	£10.90 to Leeds, £11.20 to Manchester.
Frodsham	74%	5579	42 mins to Manchester and 30 mins to Liverpool	51 mins to Manchester and 1 hr 15 mins to Liverpool	£11.80 to Manchester and £8.70 to Liverpool
Kendal	18%	3971	Leeds 1:34 Manchester 1:16 Liverpool 1:21 Carlisle 51mins Newcastle 1:46	Leeds 2:39 Manchester 1:37 Liverpool 1:56 Carlisle 57mins Newcastle 2:47	Leeds £44.30 Manchester £19.10 Liverpool £21.60 Carlisle £16.20 Newcastle £46.50

- ix. The majority of private sector businesses are not registered for VAT or PAYE. In 2014 there were 2.3 million businesses registered for VAT or PAYE accounting for 43% of the total population with 76% of businesses being non-employers. There was an estimated 3 million unregistered businesses in England at the start of 2014 according to Government figures. London and the South East have the highest business density rates with the North East having the lowest business density rate with 701 businesses per 10,000 adults. On this basis Berwick upon Tweed probably has around 800 businesses. Frodsham's business database shows around 1200 with over 400 being home based sole traders. Additional data is required for Todmorden and Kendal.
- x. According to the 2011 Census data Kendal had above average employment levels, whilst Todmorden had above average self employment levels. In addition, 30% of households in Todmorden did not have a car:

	England	Berwick	Todmorden	Frodsham	Kendal
<b>No cars or vans in household</b>	26%	29%	30%	16%	20%
<b>Employed</b>	52%	54%	51%	54%	59%
<b>Self employed</b>	9.8%	9%	11%	9%	10%
<b>Unemployed</b>	4.3%	4%	4.7%	3%	2%
<b>Long term sick</b>	4%	3%	6%	3%	3%
<b>Retired</b>	13.7%	19%	15%	21%	17%

number of 16 - 24 unemployed*		124	53	121	126
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\* these figures are based on young people not in employment at the 2011 Census but evidence from Frodsham shows that there are additional NEETs (not in employment, education or training) that are not captured by the data sets as they are being supported by their families and not claiming benefits. Frodsham's data also shows that young people aged 19-24 are twice as likely to be NEET as those aged 16 - 19.

- xi. Self employment is on the rise from around 10% at the 2011 Census to 15% of all employment in June 2014 according to Government statistics.
- xii. Government Business Population Estimates reveals that in 2014, as in previous years, growth was mainly driven by non-employing businesses, which increased by 263,000 (up 7.1%) since the start of 2013. Businesses with no employees accounted for 76% of all private sector businesses in 2014 (4 million businesses).
- xiii. 42.9% of all corporate businesses are single employee limited companies and sole proprietors represented 19.6% of total enterprises in June 2014 (latest figures). Partnerships represented 10.3%.
- xiv. At the start of 2014, 99.3% of the 5.2 million private sector businesses were small (0-49 employees) and 99.9% were small or medium sized (SME's). 5.2million SMEs accounted for 60% (15.2million) of UK private sector employment.
- xv. 18% of SMEs are in the Construction sector, 15% in the Professional and Scientific sector, 10% Wholesale, Retail Trade and Repair and 1% was in Mining, Quarrying and Utilities.
- xvi. At the start of 2014 SMEs accounted for 60% of UK private sector employment with a combined turnover of £1.2trillion (33% of private sector turnover) but 40% had been refused loans.
- i. Support for SMEs varies according to location. SMEs based in one of 50 designated cities can receive broadband connection voucher grants worth up to £3,000 aimed at driving productivity, innovation and growth. Similarly, businesses based in Wales can apply for up to £1,000 from the Welsh Government to improve insufficient broadband access. Newport City Council is the only authority to be supporting broadband connection with grants of up to £3,000 being paid directly to the supplier.
- xvii. BPE estimated number of businesses and turnover at the start of 2014:

	Businesses	Employment (thousands)	Turnover £ millions
All businesses	5,243,135	25,229	3,521,254
SMEs (2 - 249 employees)	5,236,390	15,159	1,647,201
Small (0-49 employees)	5,204,915	12,084	1,170,337

<b>All employers</b>	1,277,360	20,876	3,290,110
<b>With no employees</b>	3,965,775	4,353	231,143
<b>1-9</b>	1,044,385	3,923	424,299
<b>10-49</b>	194,755	3,807	514,895
<b>50-249</b>	31,475	3,077	476,864
<b>250 or more</b>	6,745	10,070	1,874,053

### 3. How can schools, colleges and adult education facilities be better informed and equipped to enable people living in rural towns to benefit from the Northern Powerhouse?

- i. The level and range of skills in the workforce are consistently a barrier to potential growth. High value employment tends to require advanced skills and advanced skills in turn tend to attract high wages.
- ii. 20% of all jobs in the Northern Powerhouse can be classed as knowledge intensive business services (KIBS) in comparison to London, where knowledge intensive businesses represent over 30% of the total business base. 48% of the total employment in the Netherlands is knowledge intensive.
- iii. Skills valued by many knowledge intensive service sector firms include numeracy, analytical capacity, IT proficiency, creativity and entrepreneurialism.
- iv. The Chartered Institute of Personnel and Development (CIPD) recommend a large scale review of the education system in its report *Over-qualification and Skills Mismatch in the Graduate Labour Market 2015*. Drawing on data from the European Social Survey, it claims that 58.8% of UK graduates are in non-graduate jobs, although its own *Destinations of Leavers from Higher Education survey* found that 68% of graduates who left UK universities in 2014 were in graduate level jobs within 6 months of leaving.
- v. More than 27% of working adults in the UK have a degree or higher according to the 2011 Census. Although the ONS shows a major long term shift towards a higher proportion of graduates in the working age population, the increase is uneven with 60% of the working population of the 14 inner London boroughs having a degree or higher.
- vi. The EU innovation scoreboard sets out a range of inputs and outputs eg innovation drivers (input measures): science and engineering graduates per 1000 population; population with tertiary education; broadband penetration; participation in life long learning; youth education attainment level. On this innovation scoreboard the UK scores lowest on knowledge creation: R&D expenditure as % of GDP; share of high medium tech R&D as % of manufacturing R&D; share of enterprises receiving public funding for innovation; share of university R&D financed by business sector.
- vii. Whilst the UK has world class universities across the country, the Department for Business Innovation & Skills most recent *Skills for Life Survey 2011* revealed that 49% of adults have the maths skills level expected at primary school. The survey did however identify a large increase in literacy skills with 57% of respondents achieving a level 2 score or above compared to just 44% in 2003.
- viii. According to the Higher Education Statistics Agency, 92.1% of university leavers were in employment or further study 6 months after graduating in 2012 - 2013, up from 90% in the previous year. Just 25 institutions have rates above 95%, The University of Lancaster and University of Chester being two of them, with the

University of Manchester ranking 25 in the Global Employability University Ranking 2014.

- ix. Cities such as Boston (identified by the CGC as a case study) have reversed their economic decline in part by building on the quality of their higher education institutions<sup>2</sup> and using their universities as dynamos for economic growth. A 2004 study by MIT and the Bank of Boston found that MIT graduates and faculty had created 4,000 companies, employing 1.1 million people and generating 232bn dollars in worldwide sales.
- x. Kendal is 30 miles from the University of Lancaster ranked 9 in the University League Table. Frodsham has 8 universities within 30 miles. Todmorden has 5 universities within 40 miles. Berwick upon Tweed has no English top ranking universities within 60 miles (Edinburgh University is 56 miles away).
- xi. Qualification levels in case study towns (source ONS 2011 - latest census):

	England	Berwick	Todmorden	Frodsham	Kendal
<b>Number of residents aged 16+</b>		9973	9912	7540	22064
<b>% of residents without qualifications</b>	22%	29%	23%	19%	21%
<b>Level 1</b>	8%	10%	9%	11%	10%
<b>Level 2</b>	15%	17%	18%	14%	18%
<b>Level 3</b>	11%	10%	13%	11%	14%
<b>Level 4</b>	4%	3%	5%	7%	5%
<b>Degree +</b>	18%	9%	18%	24%	18%
<b>Apprenticeships</b>	6%	8%	7%	7%	7%

#### X. Accessibility of education provision:

Town	Population	Number of residents aged 16 and over	Number of primary schools	Number of secondary schools	Distance to further education provision	Distance to higher education provision
England		42,989,620				

<sup>2</sup> Metro Growth: The UK's Economic Opportunity. February 2014. City Growth Commission  
<http://www.citygrowthcommission.com/wp-content/uploads/2014/02/Metro-Growth-February-2014.pdf>

Berwick upon Tweed	12,043	9973	12	4 (2 being middle schools)	3 college campus within town	56 miles to Edinburgh Uni. 62 miles to Newcastle Uni, 64 miles to Northumbria Uni.
Todmorden	12,117	8969	7	1	10 miles to Hopwood Hall College, 12 miles to Calderdale College. 20 miles to Bradford college. Very limited number of courses provided through Todmorden Community College	40 miles to Leeds Uni 32 miles to Manchester Uni 19 miles to Bradford University. All around an hours travel time
Frodsham	9077	7540	4	1	10 miles to Mid Cheshire College, 12 miles to Warrington Collegiate, 12 miles to West Cheshire College	17 miles to University of Chester. 18 miles to Liverpool Uni. 28 miles to Manchester Uni,
Kendal	30,171	22,064	17	2	Kendal College within town.	30 miles to the University of Lancaster, 46 miles to University of Cumbria. 76 miles to University of Manchester, 43 miles to University of Central Lancashire

xi. University ranking:

University	CUG Rank 2015
Durham	5
Lancaster	9
York	17
Leeds	19
Newcastle	26
Manchester	28
Liverpool	39
Northumbria	60

Bradford	63
Liverpool John Moores	68
Manchester Metropolitan	73
Central Lancashire	91
Chester	93
Cumbria	111

xii. School spend per pupil, absence and education destination:

Town	Number of pupils	Spend per pupil £	Pupil absence in 2014	% disadvantaged pupils	% of pupils attaining 5 GCSEs grade A* to C	Education destination FE inc 6th form	Education destination Apprenticeship
National median		5856	5.2%	28.5%		83%	4%
Berwick Academy	752	5442	5.2%	22%	43%	83%	3%
Todmorden High School	683	5222	6.4%	29.9%	51%	78%	8%
Helsby Hlgh School	1335	4269	4.9%	13.1%	71%	91%	3%
The Queen Katherine School, Kendal	1393	4636	5.6%	15.1%	61%	87%	5%
Kirkbie Kendal School	914	4614	4.3%	13.6%	61%	90%	6%

- xii. Ofsted's *Report on Education, Children's Services and Skills 2013/14* states that primary schools in England are getting better but improvement in secondary schools has stalled with 82% of primary schools classed as good or outstanding but just 71% of secondary schools classed as at least good resulting in 170,000 pupils now being in 'inadequate' secondary schools compared with 100,000 in 2011/12. The Report also highlights that although children from poor backgrounds are doing better, particularly at primary, they are still too far behind other pupils.



- xiii. 18% of children in England's schools are recorded as having special educational needs. Many of these children come from disadvantaged backgrounds, with pupils who are eligible for free schools meals being twice as likely as others to have special educational needs.
- xiv. The Department for Education states in its *Policy Paper: education of disadvantaged children that in 2013* 37.9% of pupils who qualified for free school meals got 5 GCSEs, including English and Maths at A\* to C, compared with 64.6% of pupils who do not qualify.
- xv. The number of apprenticeships fell during the industrial decline of the 1980's (down from 25% of all school leavers in the mid 1960's). In 2013/14 more than 891,000 people were undertaking an apprenticeship in England with 90% of apprentices staying in employment on completion and 71% staying the same employer. However, the Local Government Association identified 42% of all apprenticeships created in the last 5 years went to people over 25, with 70% of apprentices previously working for the employer.
- xvi. The perceived quality of apprenticeships varies, with more than half of engineering apprenticeships being offered at level 3 compared to just 22% in customer service and 13% in hospitality and catering. While an engineering apprentice benefits from an average of 10 hours a week in off the job learning, for a retail or customer service apprentice the average in 2008 was just one hour per week.
- xvii. In most other countries apprenticeships are level 3 qualifications or higher. In England apprenticeships at level 2 far outnumber 'advanced' apprenticeships at Level 3.
- xviii. An ICM Research survey of over 500 English firms rated apprenticeships as the most successful qualification to move young people into employment. Employers including British Airways, Price Waterhouse Cooper and Unilever rated higher apprenticeships the highest for employability, with employers finding apprentices 15% more employable than young people with other qualifications.
- xix. Fewer than one in 10 employers in England offer apprenticeships compared to at least a quarter of employers in Australia, Germany and Switzerland. In Germany, almost all firms with over 500 employees take on apprentices, while in England under a third of very large firms do according to Government research in 2013 although according to [www.gov.uk](http://www.gov.uk) 44% of UK businesses plan on taking on apprentices within the next 5 years.
- xx. Apprenticeship comparisons:

Country	Number of apprentices for every 1,000 employees
England	11 apprentices for every 1,000 employees
Australia	39 apprentices for every 1,000 employees

Germany	40 apprentices for every 1,000 employees
Switzerland	43 apprentices for every 1,000 employees

xv. Apprenticeship sectors UK 2009/10:

Sector	Count	Level 3+ %	Female %
Customer service	29,410	22	64
Business Administration	27,020	31	77
Hospitality and catering	21,470	13	49
Children's care learning and development	20,110	44	96
Health and social care	17,880	32	85
Retail	16,910	11	55
Hairdressing	16,240	25	91
Engineering	15,000	52	3
Construction	14,070	22	2
Active Leisure and learning	11,340	22	27

#### 4. How can rural residents be better equipped to find out what choices they could make and what they should be aiming for academically and vocationally in order to enable them to remain part of their rural communities but still take advantage of the Northern Powerhouse economic growth?

- i. Berwick upon Tweed, Todmorden and Kendal all have Job Centres located within the town, as well as adult education facilities. Frodsham has neither although Frodsham library does offer basic IT skills and a work club.
- ii. All schools within the UK must secure independent careers guidance for all year 8 - 13 pupils<sup>3</sup>. The statutory guidance to schools stresses that inspiring every pupil through more real-life contacts with the world of work can help them understand where different choices can take them in the future and recommends:
  1. providing employer talks, career fairs, college and university visits, motivational speakers, coaches and mentors
  2. build strong links with employers who can help boost pupils attitudes and employability skills and inform pupils about the range of roles and opportunities
  3. offer high quality work experience
  4. widen access to advice on options post 16 eg apprenticeships, entrepreneurialism or other vocational routes
  5. face to face advice and guidance
  6. work with local authorities to identify potential NEETs
  7. provide pupils with information on financial support that can help them stay in education post 16
  8. work with Jobcentre Plus to develop a smooth pathway between education and work
- iii. Careers guidance in schools has long been criticised as being inadequate and patchy. Ofsted reported in 2013 that 'only one in five schools were effective in ensuring that all students were receiving the level of information they needed.'
- iv. In 2010 the Coalition government abolished Regional Development Agencies and established 39 business led Local Economic Partnerships (LEPs). The Cheshire and Warrington LEP is focused on the development of the Science Corridor in conjunction with the University of Chester, Sci-Tech at Daresbury, Thornton Science Park and Jodrell Bank but links with the local high school are lacking.

In university-industry collaboration the World Economic Forum ranked the UK fourth (behind Finland, US and Switzerland).

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<sup>3</sup>[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/440795/Careers\\_Guidance\\_Schools\\_Guidance.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/440795/Careers_Guidance_Schools_Guidance.pdf)

## 5. How will improved connectivity between cities impact on rural areas and what measures need to be taken to minimise any negative aspects?

i. Table of present connectivity:

Town	Self containment (live and work in town)	Average weekly wage	% of pupils attaining 5 GCSEs grade A* to C	Number of commuters from one LA to another	Time to drive to nearest core city	Time on train to nearest core city	Cost of train to nearest core city
National				11,260,336			
Berwick upon Tweed	81%	£395	43%	19%	1hr30mins to Newcastle and 1 hr 13mins to Edinburgh	48 mins to Newcastle and 43 mins to Edinburgh	£36.20 to Newcastle and £35 to Edinburgh
Todmorden	59%	£489	51%	33% commute out of Todmorden with 25% commuting to Manchester	41 mins to Leeds, 42 mins to Manchester	1 hour to Leeds 26 mins to Manchester	£10.90 to Leeds, £11.20 to Manchester.
Frodsham	26%	£462	71%	74% commute out of Frodsham.	42 mins to Manchester and 30 mins to Liverpool	51 mins to Manchester and 1 hr 15 mins to Liverpool	£11.80 to Manchester and £8.70 to Liverpool
Kendal	72%	£479	61%	18%	51 mins to Carlisle 1 hr 15 mins to Manchester 1 hr 21 mins to Liverpool	1 hour to Carlisle 1 hr 30 mins to Manchester 2hrs 15 mins to Liverpool	£13.50 to Carlisle £19 to Manchester £21.50 to Liverpool

- ii. Of the 26.5million people aged 16-74 in England and Wales, 10.4% work from home and 81.2% regularly commute. The average distance commuted to work increased from 8.3miles in 2001 to 9.3 miles in 2011.
- iii. 33% of Todmorden workers commute out of Todmorden, with 25% (1121) working in Manchester. It takes 41 mins to travel to Leeds by car (1 hour on the train costing

£10.90), or 42 mins to Manchester (26 mins by train costing £11.20) with 4 trains per hour on average to Manchester and 3 or 4 trains per hour to Leeds.

- iv. 81% live and work in Berwick upon Tweed with only 19% commuting outside the area. The main commuter destinations are Scotland 42%, Alnwick 18% Newcastle upon Tyne 8%. 1,487 workers commute into Berwick upon Tweed, 66% are from Scotland and 21% from Alnwick. There is little use of public transport. 34% travel to work by car, only 1% by train. A significant number 15% commute to work on foot. 20% are home based. 33% of households do not have a car or van. It takes 48 minutes to travel from Berwick upon Tweed to Newcastle on the train costing £36.20 (1 hr 30 mins by car), 43 minutes to Edinburgh on the train costing £35.00 (1 hr 13 mins by car).
- v. In Frodsham there is little use of public transport with just one train per hour to Manchester, resulting in 47% commuting by car compared to 2% by train. 6% commute to work on foot. 13% are home based. 16% of households do not have a car or van. The Halton Curve is due to re-open in 2017 linking Frodsham with Liverpool. Whilst this will improve connectivity to Liverpool local businesses and residents are concerned that workers from surrounding areas will take up valuable free parking at the station, increasing congestion and preventing shoppers from parking to use the local facilities which will ultimately weaken the local economy.
- vi. Trains to Carlisle and Manchester from Kendal run hourly although 20.8% of households in Kendal do not own a car or van compared to 15.3% at district level.
- vii. Commuters are less engaged with rural community life and spend less time volunteering within the community and less money locally on retail and leisure (NCL).

## 6. What strategies can rural areas on the edge of City Regions develop to improve the good aspects of rural living and minimise the bad?

- i. Berwick upon Tweed has the highest rate of self-containment with 81% of residents working within the town, but the town has relatively high property prices given the lower weekly earnings and the weakest connectivity, education results and qualifications gained of the four case study towns. Data is lacking for the number of businesses operating in the Berwick area.
- ii. The North East Local Enterprise Partnership is responsible for driving the delivery of the Economic Plan but Berwick upon Tweed does not feature in the Plan. In December 2014 a £250million investment in the A1 from Morpeth to Ellingham was announced but the 25 mile stretch to the Scottish border through Berwick is not included.
- iii. Cheshire and Warrington LEP is focused on the development of the Science Corridor in conjunction with the University of Chester, Sci-Tech at Daresbury, Thornton Science Park and Jodrell Bank. Sci-Tech Daresbury anticipates that with private sector investment of £150m to expand its facilities there is the potential to deliver more than 10,000 jobs over the next 20 years. This is dependent upon infrastructure, Government investment in major science projects at Daresbury and new investment from major research and science businesses and institutions. Frodsham is just 6 miles from Sci-Tech.
- iv. Creative Hubs in our market towns should be part of the Northern Powerhouse plan. This was the major conclusion of the round table discussion in Todmorden on 17 September 2015. The group also focused on the benefit of improving public spaces in the town and generally how to retain its community spirit and enhance the character of the town which is small enough to embrace but large enough to create opportunities to prosper. This is a strong reason why people, who can shop online for most things, chose to visit, spend and even move to rural towns.
- v. A creative hub is managed workspace fronted by a coffee shop. A market town hub could act as a spoke in a hub and spoke model with the main hubs being city centres such as Manchester and Leeds. The research above shows that the average value of housing stock in Todmorden is low in comparison to other market towns and this is attracting young creatives into the town. Todmorden also has good rail links with Manchester (4 trains per hour) and Leeds (3 trains per hour). With the right atmosphere, a creative hub attracts creatives and other knowledge workers and the town would benefit in a number of ways:

A hub brings people together who would not normally have met. Many businesses have been launched and grown as a result of chance meetings in innovation, incubator and creative hubs. With a town hub, these businesses would be Todmorden based.

It would provide the opportunity for young people in the town to engage in meaningful work experience in knowledge-based businesses.

People can split their time between city and town leading to reduced commuting with the benefit of more time in town supporting local retail and engaging in the community.

A creative hub would become the natural focus for business advice and support for all SMEs. Some of this would be mutual as common interest would spur activity. In addition the local council could provide whatever support it thought appropriate in a very cost effective manner.

- vi. Like many rural towns, Todmorden does not have a town square or attractive areas around its waterways. There was a strong feeling at the roundtable discussion that this is an opportunity lost. Just as serendipity works in a creative hub, public spaces bring people together and enhance community spirit. On the economic front, public spaces mean that people linger and will spend more in the town. Car parking is an issue and the wrong solution can block a town with commuter cars and detract visitors and residents who will support local businesses.
- vii. There is a strong community spirit in Todmorden and it was felt that the town had been lucky that circumstances had conspired to maintain this spirit during the downturn in the fortunes of the town. The group was able to point to other towns in the area that had not fared as well and the town should not leave the future quality of life in the town to chance. With the good rail links to the city region and the lure of well-paid jobs, there is a danger that the town could become a dormitory town. A creative hub and improvement in public physical spaces would be good counters to this trend. Filling the town's spaces with commuter cars would not.
- viii. County Councils are responsible for services across the whole county including education, transport, planning, fire and public safety, social care, libraries, waste management, Council Tax collections, housing and trading standards.
- ix. Parish, community and town councils have limited powers but can help on a number of local issues including allotments, public clocks, bus shelters, community centres, play areas and play equipment, grants to help local organisations, consultation on neighbourhood planning. They also have the power to issue fixed penalty fines for litter, graffiti, fly posting and dog offences.
- x. Metros need to improve their capacity to collect and analyse data about the economy and public spending. Without robust granular data metros are limited in their ability to plan and commission effectively. The main source of residential data at town level is the 2011 Census and subsequent Labour Force Surveys but Local Authorities do not have accurate data on business activities, income streams and cost of public services.

# BERWICK-UPON-TWEED TOWN COUNCIL

## LIST OF MEETINGS 2017 – 2018

	MEETING	DATE	TIME	VENUE
<b>May 2017</b>				
1.	<b>Annual Meeting of Council</b>	Monday, 15 May	6.00pm	Town Hall (Council Chamber)
2.	<b>Mayor Making Ceremony</b>	Monday, 22 May	6.00pm	Town Hall (Council Chamber)
3.	Planning	Tuesday, 30 May	6 for 6.30pm	Town Hall (Ante room)
4.	<b>ANNUAL TOWN MEETING</b>	Wednesday, 24 May	6.00pm	Town Hall (Guildhall)
<b>June 2017</b>				
5.	Budget and Administration	Monday, 12 June	6.30pm	Town Hall (Ante room)
6.	Council	Tuesday, 20 June	6.00pm	Town Hall (Council Chamber)
7.	Planning	Wednesday, 21 June	6 for 6.30pm	Town Hall (Ante room)
8.	Local Services	Monday, 26 June	6.30pm	Town Hall (Ante room)
<b>July 2017</b>				
9.	People and Communities	Monday, 3 July	6.30pm	Town Hall (Ante room)
10.	Budget and Administration	Monday, 10 July	6.30pm	Town Hall (Ante room)
11.	Council	Monday, 17 July	6.00pm	Town Hall (Council Chamber)



12.	Planning	Tuesday, 18 July	6 for 6.30pm	Town Hall (Ante room)
13.	Local Services	Monday, 24 July	6.30pm	Town Hall (Ante room)
<b>August 2017</b>				
14.	Planning	Tuesday, 15 August	6 for 6.30pm	Town Hall (Ante room)
15.	Budget and Administration	Wednesday, 16 August	6.30pm	Town Hall (Ante room)
16.	Council	Monday, 21 August	6.00pm	Town Hall (Council Chamber)
<b>September 2017</b>				
17.	People and Communities	Tuesday, 5 September	6.30pm	Town Hall (Ante room)
18.	Budget and Administration	Monday, 11 September	6.30pm	Town Hall (Ante room)
19.	Planning	Tuesday, 12 September	6 for 6.30pm	Town Hall (Ante room)
20.	Council	Monday, 18 September	6.00pm	Town Hall (Council Chamber)
21.	Local Services	Monday, 25 September	6.30pm	Town Hall (Ante room)
<b>October 2017</b>				
22.	People and Communities	Monday, 2 October	6.30pm	Town Hall (Ante room)
23.	Budget and Administration	Monday, 9 October	6.30pm	Town Hall (Ante room)
24.	Planning	Tuesday, 10 October	6 for 6.30pm	Town Hall (Ante room)
25.	Council	Tuesday, 17 October	6.00pm	Town Hall (Council Chamber)
26.	Local Services	Monday, 23 October	6.30pm	Town Hall (Ante room)

<b>November 2017</b>				
27.	People and Communities	Monday, 6 November	6.30pm	Town Hall (Ante room)
28.	Budget and Administration	Monday, 13 November	6.30pm	Town Hall (Ante room)
29.	Planning	Wednesday, 15 November	6 for 6.30pm	Town Hall (Ante room)
30.	Council	Monday, 20 November	6.00pm	Town Hall (Council Chamber)
31.	Local Services	Tuesday, 28 November	6.30pm	Town Hall (Ante room)
<b>December 2017</b>				
32.	People and Communities	Monday, 4 December	6.30pm	Town Hall (Ante room)
33.	Town Clerk / RFO Sub-Committee	Tuesday, 5 December	6.30pm	Town Hall (Ante room)
34.	Budget and Administration	Monday, 11 December	6.30pm	Town Hall (Ante room)
35.	Planning	Tuesday, 12 December	6 for 6.30pm	Town Hall (Ante room)
36.	Council	Monday, 18 December	6.00pm	Town Hall (Council Chamber)
<b>January 2018</b>				
37.	Budget and Administration	Monday, 8 January	6.30pm	Town Hall (Ante room)
38.	Planning	Tuesday, 9 January	6 for 6.30pm	Town Hall (Ante room)
39.	Council	Monday, 15 January	6.00pm	Town Hall (Council Chamber)
40.	Local Services	Monday, 22 January	6.30pm	Town Hall (Ante room)

<b>February 2018</b>				
41.	People and Communities	Monday, 5 February	6.30pm	Town Hall (Ante room)
42.	Budget and Administration	Monday, 12 February	6.30pm	Town Hall (Ante room)
43.	Planning	Tuesday, 13 February	6 for 6.30pm	Town Hall (Ante room)
44.	Council	Monday, 19 February	6.00pm	Town Hall (Council Chamber)
45.	Local Services	Monday, 26 February	6.30pm	Town Hall (Ante room)
<b>March 2018</b>				
46.	People and Communities	Monday, 5 March	6.30pm	Town Hall (Ante room)
47.	Budget and Administration	Monday, 12 March	6.30pm	Town Hall (Ante room)
48.	Planning	Tuesday, 13 March	6 for 6.30pm	Town Hall (Ante room)
49.	Council	Monday, 19 March	6.00pm	Town Hall (Council Chamber)
50.	Local Services	Monday, 26 March	6.30pm	Town Hall (Ante room)
<b>April 2018</b>				
51.	People and Communities	Tuesday, 3 April	6.30pm	Town Hall (Ante room)
52.	Budget and Administration	Monday, 9 April	6.30pm	Town Hall (Ante room)
53.	Planning	Tuesday, 10 April	6 for 6.30pm	Town Hall (Ante room)
54.	Council	Monday, 16 April	6.00pm	Town Hall (Council Chamber)
55.	Local Services	Monday, 23 April	6.30pm	Town Hall (Ante room)



## Appendix M

Date	What decision is requested	Why does this decision need to be made	Who requested it?	When does it need to be made?	Outcome
25/11/2016	To review allotment provision	Legislative compliance	TC	Feb 2017	Ongoing Local Services
24/02/2017	Christmas Lights for 2017-2018	To comply with Financial Regs	Cllrs H Bettison, A Gibson & G McLean	March 2017	Ongoing
25/11/2016	Growths and savings 2018/19	Best practice	TC	Sept 2017	
24/02/2017	Future insurance arrangements – Civic Regalia	Best practice	TC	June 2017	Ongoing
24/02/2017	Rationalization of Civic Regalia	Best practice	TC	June 2017	
24/02/2017	Riding of the Bounds	Lessons Learned	TC	July 2017	
14/03/2017	Future rail provision in north Northumberland	Future planning of service	TC	June 2017	
14/03/2017	Future of Berwick Hospital	Future planning of service	TC	July 2017	
17/03/2017	Future of Five Arches Play Area	Future service planning	TC	July 2017	
17/03/2017	Customer feedback / voice of the customer	Service planning / performance management	TC	July 2017	
17/03/2017	Potential land acquisitions / new play facilities	Future service planning	TC		Local Services
17/03/2017	Operation London Bridge	Future service planning	TC / Local stakeholder	July 2017	
17/03/2017	Hoppa Bus future	Future service planning	TC	April 2017	
17/03/2017	Approval of accounts	Statutory obligation	TC	June 2017	
17/03/2017	Receipt of audit report	Statutory obligation	TC	Sept 2017	
27/03/2017	Canadian Pipes and Drums	Event Planning	TC		
28/04/2017	New Grant Scheme	Best practice	TC	July 2017	People and Communities

<b>Date</b>	<b>What decision is requested</b>	<b>Why does this decision need to be made</b>	<b>Who requested it?</b>	<b>When does it need to be made?</b>	<b>Outcome</b>
19/05/2017	Annual Report of the Standards Committee	For information	PO	July 2017	
19/05/2017	Hoey Ainscough	Six month update	PO	June 2017	
05/06/2017	Emergency planning / resilience	National incidents	TC	July 2017	
16/06/2017	Strategic Plan	Best practice	TC	July 2017	
29/06/2017	Green Dog Walkers	Best practice	TC	July 2017	
20/07/2017	NCC Community Chest	Best practice	TC	August 2017	
25/07/2017	Litter	Concerns of resident	TC	August 2017	
25/07/2017	Borderland initiative	Cross-border working	TC	August 2017	
28/07/2017	Berwick Regeneration	Best practice	TC	August 2017	
28/07/2017	Barracks Project	Tender Process	TC	August 2017	
28/07/2017	General Power Of Competence	Best practice	TC	September 2017	

## BERWICK-UPON-TWEED TOWN COUNCIL

**Minutes of the Town Council Local Services Committee Meeting held on Monday, 26 June 2017 at 6.30pm in the Town Hall, Marygate, Berwick-upon-Tweed**

### **PRESENT:**

Councillors:     B Douglas                                     (Chair)  
                      R Bruce  
                      A Gibson  
                      K Graham  
                      B Parkin

### **IN ATTENDANCE:**

G Davies, Town Clerk  
S Cozens, Assistant to the Clerk  
1 members of the public

### **OPEN SESSION**

There were no contributions during the open session.

#### **LS008/17        1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs Nicholls, Roughead and Stephenson.

#### **LS009/17        2. MINUTES OF THE LAST MEETING**

It was unanimously **RESOLVED** to approve as a correct record the minutes of the Berwick-upon-Tweed Town Council Local Services Committee meeting held on Monday, 15 May 2017.

#### **LS010/17        3. DISCLOSURE OF INTERESTS**

There were no disclosures of interests.

#### **LS011/17        4. REQUEST FOR DISPENSATION**

There were no requests for dispensation.

**LS012/17**

**5. SPITTAL SPLASH PARK**

The Town Clerk provided an update on both the mechanical failure that led to the temporary shutdown of the splash park, and the issues arising from the cleaning of the park. It was **RESOLVED**, unanimously that the Town Clerk should review the adequacy of the existing cleansing SLA with NCC colleagues, and should ask NCC colleagues to pursue more rigorous enforcement of dog control legislation both in and around the play park, and on Spittal Promenade.

**LS013/17**

**6. POTENTIAL LAND ACQUISITIONS / NEW PLAY FACILITIES**

After a full discussion committee **RESOLVED** to recommend to council

- a) that no new play areas be created except in association with new housing developments and developer funding
- b) that spending be focussed on upgrading existing play areas, both by full replacement and by incremental upgrades,
- c) That funding for upgrades via partnership working and grant funding be explored,
- d) that priority be given to developing a workable skatepark for older children, and
- e) That land ownership for all the play areas be fully explored and clarified.

**LS014/17**

**7. ALLOTMENTS**

Committee **RESOLVED** to recommend to council that options for developing new allotment provision be explored.

**LS015/17**

**8. HERITAGE LIGHTING**

Committee **RESOLVED**, on the motion of Cllr Graham, seconded by Cllr Gibson, to note the letter from Mr Robertson and take no further action.

**LS016/17**

**9. SATISFACTION SURVEY**

Committee **RESOLVED** to delegate to the Town Clerk authority to conduct the work specified to gauge public opinion as to the provision of services and to enable residents to report issues.

**LS017/17**

**10. DATE OF NEXT MEETING**

The next meeting of the committee will be held on Monday 24 July 2017, at 6:30 pm in the Town Hall.

**The committee passed a resolution under the Public Bodies (Admission to**

**Meetings) Act 1960 excluding the media and public from the discussion of the following business on the basis that public discussion may prejudice the Council's position with relation to legally confidential matters.**

At this point the Public withdrew.

**LS018/17**

**11. FIVE ARCHERS PLAY AREA**

Having received an update from the Town Clerk elected members provided guidance as to the approach they wished the Town Clerk to take with regard to the Five Arches site.



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

**Minutes of the Town Council Planning Committee Meeting held on Wednesday, 21 June 2017 at 6.30pm in the Ante-Room, Town Hall, Marygate, Berwick-upon-Tweed**

### **PRESENT:**

Councillors:	G Roughead (Chair)	B Douglas
	A Bowlas	A Forbes
	R Bruce	G Smith
	I Dixon	

### **IN ATTENDANCE:**

G Davies, Town Clerk

S Cozens, Assistant to the Clerk

6 member of the public

### **OPEN SESSION**

Concerns and issues were raised regarding the Planning Application for Land South Of St Aidens House, Palace Green, Berwick-upon-Tweed.

#### **P016/17 1. APOLOGIES FOR ABSENCE**

There were no apologies for absence.

#### **P017/17 2. MINUTES OF THE LAST MEETING**

The minutes of the meeting held on Tuesday, 30 May 2017 were agreed and signed as a correct record.

#### **P018/17 3. DISCLOSURE OF INTERESTS**

Councillor B Douglas declared an interest in Item 6, Application 17/01852/FUL (Land South Of St Aidens House, Palace Green, Berwick-upon-Tweed, Northumberland.);

Councillor A Forbes declared an interest in Item 6, Applications 17/01943/FUL (7 Douglas Close, Berwick-upon-Tweed. TD15 1PG) and 17/02069/FUL (7 Parade School Mews, Berwick-upon-Tweed, Northumberland. TD15 1ET); and

Councillor G Roughead declared an interest in Item 6, Application 17/02069/FUL

(7 Parade School Mews, Berwick-upon-Tweed, Northumberland. TD15 1ET).

**P019/17**

#### **4. REQUEST FOR DISPENSATION**

There were no requests for dispensation.

**P020/17**

#### **5. LOCAL NEIGHBOURHOOD PLAN**

An update on the Local Neighbourhood Plan had been received at the Council meeting of Tuesday, 20 June 2017.

**P021/17**

#### **6. APPLICATIONS FOR PLANNING PERMISSION**

##### **17/01836/FUL**

**Proposed car park health and safety upgrades.**

**Tweedmouth Clinic Shielfield Terrace Etal Road Tweedmouth TD15 2EQ**

No objections.

##### **17/01852/FUL**

**Construction of 3no. three storey terrace dwellings.**

**Land South Of St Aidens House, Palace Green, Berwick-upon-Tweed, Northumberland.**

Members of this Council considered this application at its Planning Committee on 21 June 2017, with six members of the public present, some of whom also made representations.

Concerns were voiced about the impact of this development on traffic and parking in a sensitive area. Concerns were also expressed about the question of whether this was development or over-development. Members also considered, but dismissed as not a material planning consideration, the risk of future alternative developments on this site, and their desire to see a site improved through development. All of the discussions were framed within the significant historical and archaeological context of what all the members agreed was a very sensitive site.

With regard to the sensitivity of the site, adjacent as it is to the Town Walls, members gave considerable weight to the reminder that on past developments at Governors Gardens significant archaeological finds were made, and formed the view that, in the event approval was granted, a condition requiring a robust

scheme of archaeological mitigation and monitoring, overseen by independent archaeologists, was essential.

After hearing all the representations, and all the views expressed, council considered the plans carefully, bearing in mind the highly significant context of the site. Council concluded, reluctantly, that the lack of contextual information on Drawing 08 (Elevations) made it impossible for them to appraise the impact of the development on the surrounding features. Council therefore resolved to request the Planning Authority to hold a site meeting to allow decision makers to better understand the impact of the proposed development on its surroundings, bearing in mind the sensitivity of the sight with regard to the town's heritage.

**17/01943/FUL**

**Proposed new single storey extension to rear of house to create a new kitchen / dining / living area + associated external works and various alterations to layout.**

**7 Douglas Close, Berwick-upon-Tweed. TD15 1PG**

No objections.

**17/01959/FUL**

**Installation of new cast iron soil vent pipe to south elevation.**

**26 Palace Street, Berwick-upon-Tweed, Northumberland. TD15 1HN**

No objections.

**17/02027/COU**

**Change of use from office (B1) to beauty treatments (Sui Generis) including internal alterations.**

**Unit 5 The Chandlery, Quayside, Berwick-upon-Tweed, Northumberland.**

**TD15 1HE**

No objections.

**17/02028/LBC**

**Listed building consent for change of use from office (B1) to beauty**

treatments (Sui Generis) including internal alterations.

**Unit 5 The Chandlery, Quayside, Berwick-upon-Tweed, Northumberland.**

**TD15 1HE**

No objections.

**17/02069/FUL**

**Retrospective: Replacement of front and back doors due to damage to previous doors.**

**7 Parade School Mews, Berwick-upon-Tweed, Northumberland. TD15 1ET**

[NOTE: Councillors A Forbes and G Roughead, having declared an interest, left the meeting during consideration of this item].

No objections.

**17/02134/FELTPO**

**Tree Preservation Order: T1 Regenerated Lime - Fell (no replacement, insufficient space). T2 Sycamore - 20% crown thinning. T3 Beech - 20% crown thinning. T4 Horse Chestnut - 10% crown thinning. T5 Mountain Ash - retain, no change. T6 Lime - Crown lifting to approx 10ft above ground and 20% crown thinning.**

**9 Turret Gardens Tweedmouth TD15 2ET**

No objections.

**P022/17**

## **7. PLANNING APPLICATION DECISION LIST**

The decisions provided in the attachment were noted.

**P023/17**

## **8. DATE OF NEXT MEETING**

The date of the next meeting would be Tuesday, 18 July 2017 at 6.30 pm.