

To agree to a statement of support for Tweedmouth Community Football

#### Background

Tweedmouth Community Football club, formerly Tweedmouth Amateur Football Club, is proposing to develop the Five Arches Recreation Area, which they currently lease from Northumberland County Council. The plan includes constructing flood lights and fencing on the football pitch in order to meet league entry requirements. The fencing is also required in order to protect the pitch from damage, for example through vehicle tyres marks and also to prevent dog fouling.

Northumberland County Council are supportive of these plans and Tweedmouth Community FC have asked for a statement from Berwick Town Council. Berwick Town Council have recently appointed two Councillors to assist with Tweedmouth Community FC's fund-raising efforts but there is no financial commitment required from Berwick Town Council.

#### Recommendation

To agree to write to Northumberland County Council and provide a statement of support for these plans.

PROPOSED DEVELOPMENT OF FIVE ARCHES RECREATION AREA

AT

ORD ROAD, TWEEDMOUTH,

BERWICK UPON TWEED,

NORTHUMBERLAND.

FOR

TWEEDMOUTH COMMUNITY FOOTBALL CLUB.

## PROPOSED DEVELOPMENT OF FIVE ARCHES RECREATION AREA

### PROPOSED BY : TWEEDMOUTH COMMUNITY FOOTBALL CLUB

The Club is proposing a 3 phase implementation plan for the above facility.

#### PHASE 1

Retain existing full size football pitch and install 4 No. 15 metre high floodlights around pitch perimeter (as shown on site plan attached).

Install an 1100mm high rail around pitch, set 2.5 metres from touchline and 3.0 metres from goal line. (Refer to site plan)

Install a perimeter fence to football pitch, set at 1800mm high and set 2.5 metres outside inner rail along touch line and 3.0 metres behind inner rail to rear of goal line. (Refer to site plan). Perimeter fence to be 150 x 19mm vertical slatted boards all fixed on 75 x 32mm rails on 1000 x 100mm posts.

New Dug outs to be set between inner rail and perimeter fence.

Form new vehicular access into park from existing gateway leading to parking area for 20 cars.(to also allow access for emergency vehicle). (Refer to site plan for location).

#### PHASE 2 (3)

Provide upgrade to training area by installation of all weather ~~(3G)~~ pitch with dark night training capability (lighting).(Refer to site plan for location)

Redevelop existing play park area.

#### PHASE 3 (2)

Build new fit for purpose clubhouse. (Refer to site plan for location)

Remove existing metal container, re-use existing changing rooms for storage.

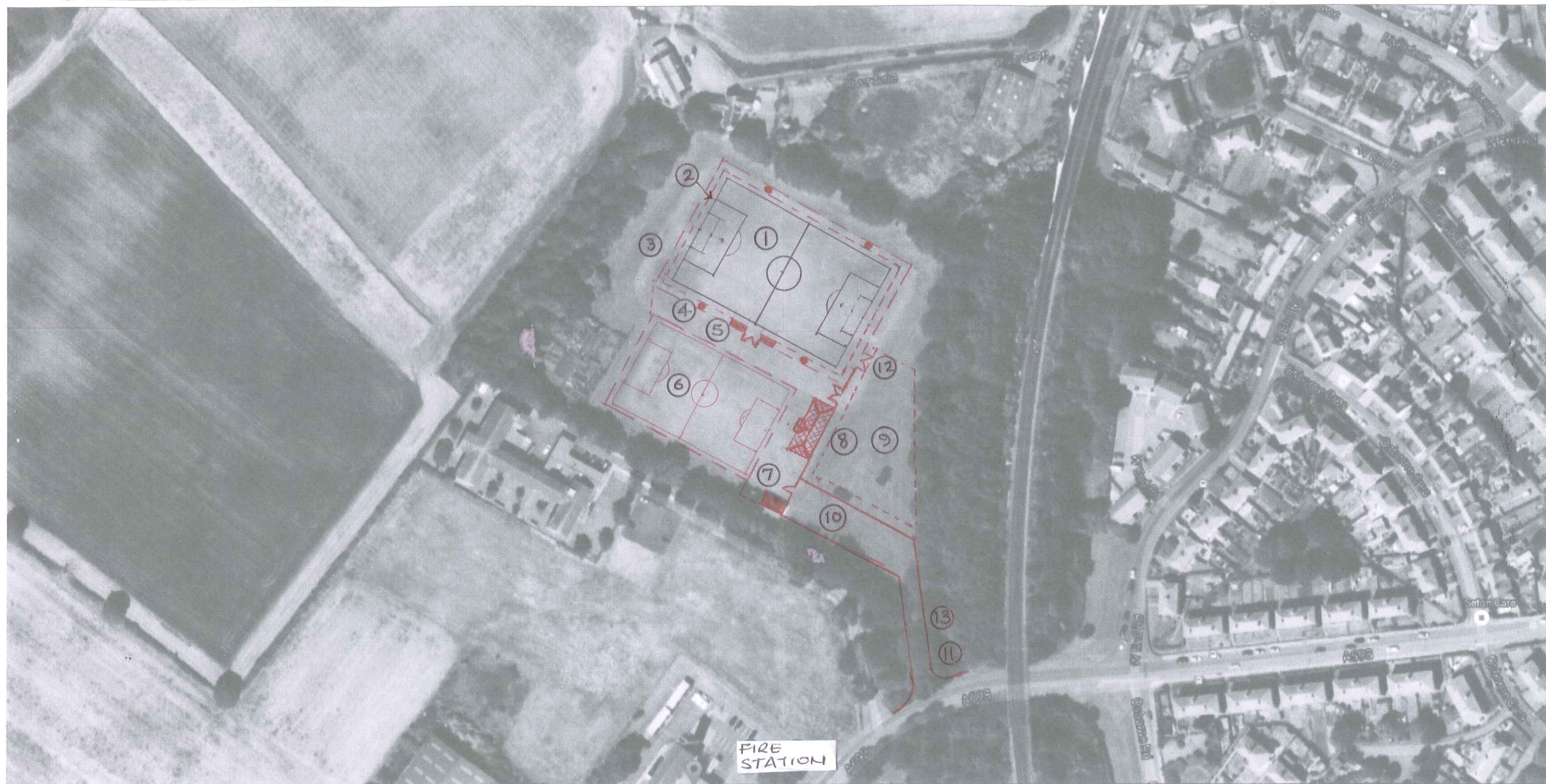
Note: All the above carried out as funding allows with no time limits.



PROPOSED DEVELOPMENT OF FIVE ARCHES RECREATION AREA

NOV 2016

TWEEDMOUTH COMMUNITY FOOTBALL CLUB



- ① EXISTING FOOTBALL PITCH
- ② INNER RAIL (PROPOSED)
- ③ PERIMETER FENCE (PROPOSED)
- ④ FLOODLIGHTS
- ⑤ DUG OUTS
- ⑥ ALL WEATHER TRAINING PITCH
- ⑦ EXISTING CHANGING ROOM (RETAINED FOR STORAGE)
- ⑧ CLUBHOUSE
- ⑨ PLAY AREA REDEVELOPMENT (PROPOSED)
- ⑩ PARKING
- ⑪ VEHICULAR ACCESS FROM OLD ROAD (PROPOSED)
- ⑫ ACCESS GATES TO PITCH AREA FOR MAINTENANCE AND EMERGENCY VEHICLES
- ⑬ ACCESS FOR PUBLIC TO PLAY AREA AND PERIMETER WALK TO BE RETAINED



## Rail re-openings in North Northumberland

### Background

1. On 6<sup>th</sup> January 2017, at your request, the clerk wrote to Northumberland County Council as follows;

“As you may be aware, Berwick upon Tweed Town Council is deeply concerned to ensure that every possible opportunity is available to its residents. This includes the economic opportunities enabled by modern efficient public transport.

We have noted with interest the work being undertaken by the Scottish government to deliver effective local rail transport services for Eastern Scotland, including investment in delivering local services as far as Berwick.

We also note the history of communications between ourselves and yourselves over the core strategy and in particular the need to protect the rail corridors around the former Scremerston and Belford stations to enable the extension of effective local rail travel over the ECML. I am instructed to urge NCC to reconsider its previous decisions and to do everything reasonably possible to protect these vital future links on our rail network which will be essential parts of a sustainable transport network for north Northumberland.”

2. Northumberland County Council have now replied. That reply is appended to this report.
3. The reply is strongly pessimistic in tone, and suggests that NCC have not only abandoned any work on re-opening Belford Station, but would not countenance undertaking any future work on either Belford or Scremerston Stations without a very strong business case.
4. Members will note that a number of surveys and studies have been undertaken into the provision of local services between Edinburgh and Berwick upon Tweed, and semi fast services between Edinburgh and Newcastle upon Tyne.
5. SENRUG and RAGES have joined together to campaign for increased local services over the ECML between Newcastle and stations in north Northumberland. Whilst NCC is the local authority responsible for transport in the county, it is both appropriate and reasonable for Berwick Town Council to campaign for public transport changes that benefit residents of the town or visitors.

### Recommendation

1. Members are recommended to provide guidance to their Interim Town Clerk as to the degree of priority they wish to give to campaigning to improve rail connections between Berwick and the remainder of Northumberland, and
2. Members are recommended to indicate whether they wish the Town Clerk to provide a more detailed report on the options for enhanced rail provision to a future meeting.

# NORTHUMBERLAND

## Northumberland County Council

County Hall, Morpeth, Northumberland, NE61 2EF

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Gareth Davies  
Interim Town Clerk  
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Berwick-upon-Tweed NE61 2EF  
(Via Email)

Your Ref:  
Our Ref:

Enquiries: Stuart McNaughton  
Direct Line: 01670 624104  
E-mail: [stuart.mcnaughton@northumberland.gov.uk](mailto:stuart.mcnaughton@northumberland.gov.uk)

Date: 15 February 2017

Dear Gareth

### **Aspiration for Rail Stations at Belford and Scremerston**

Thank you for your letter of 6th January 2017, received in this office on 12th January 2017 in relation to proposed improvements to the rail network in north Northumberland. Firstly may I apologise for the delayed response.

I note Berwick Town Council's aspiration for the protection of rail corridors for future stations in the vicinity of Belford and Scremerston. As you will be aware, reference is made to the potential reopening of Belford Station in paragraph 9.35 of Northumberland's Local Plan Core Strategy pre submission draft. However, any proposal to reopen stations, particularly on a key strategic corridor such as the East Coast Mainline, would require extensive consultation with Network Rail and have significant resource implications to progress any scheme through Network Rail's GRIP process. Although not an issue that can be considered or dealt with as part of the Core Strategy, discussions can continue with Network Rail and there is nothing to stop schemes such as these being progressed.

In any event there is no evidence to suggest that there is a robust business case to support the reopening of these stations. As I'm sure you are aware, the County Council bid for monies from Network Rail's New Stations Fund in 2013 to deliver a station at Belford but was unsuccessful. Network Rail's review of the business case submission concluded that there were issues that needed to be addressed with the demand forecasts. However, even if these were addressed, the low frequency of train service as well as dispersed population means patronage is likely to be low. There was no strong evidence to support the proposed demand at Belford where much of the passenger catchment area overlaps with that of Chathill

Economic & Inclusion Policy Team  
Planning & Economy Directorate

Station. As a result, the application did not meet the criteria of the New Stations Fund of having a business case of medium value for money or greater.

The council have no current plans to invest further in the Belford Station project or to commence work on Scremerston Station. We are committed to making improvements to the public transport network across the county but any significant expenditure needs to be supported by a strong business case and we see there being little prospect of this happening for either Belford or Scremerston Stations.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'S McNaughton', with a stylized flourish at the end.

**Stuart McNaughton**  
Strategic Transport Policy Officer

## Grant Application – Berwick Male Voice Choir

### Background

1. A grant application has been received from Berwick Male Voice Choir. The applicant asserts that the application was made in November 2016, but there is no evidence to this effect, and the application became the subject of discussion between officers in January 2017.
2. This application poses a number of difficulties for the Town Council.
3. In November 2015 the Finance and Resources Committee decided (at minute F088/15) to apply new guidelines to grant applications, although it also included an unclear form of words suggesting that the guidelines might be amended (presumably by council) if necessary. Those minutes were then adopted, without relevant comment, at council minute C182/15 on 21<sup>st</sup> December 2015.
4. The guidelines as provided by this decision distinguish between the costs of one off events and the cost of ongoing events, which are limited to insurance and advertising costs.
5. The proposal from the Male Voice Choir is not for a one off event, nor is it for the advertising or insurance costs of an ongoing event. It is for a two year programme of events; in effect, for a subsidy to the budget of the Male Voice Choir.
6. The work of researching the background to your guidelines and of discussing the options available to your officers, in terms of presenting a range of options to council, has been significant.
7. A Freedom of Interest request has been received, via an external website, arising out of the delays that have arisen, in part because the grant application does not conform to your guidelines, in part because the application was incomplete, and in part because of the demands placed on your staff by office relocation. A copy of the proposed FoI response is attached, and a copy of this report has been sent to the inquirer.
8. Council has, on the most generous construction of its previous decision, the power to amend its grant guidelines. However it would need good reason to do so, and as your officers we have struggled to find a good reason to recommend that you amend your guidelines in a way that would allow this application to go forward; in particular we are concerned that the outcome measures of the project, proposed at Section 4 of the form, (attendance and the concerts and good reviews / publicity) do not appear to relate to either the Town Councils powers and duties or its priorities.
9. It is arguable that good practice demands that Town Council officers meet with the applicants and seek to help them understand the issues with their application (besides the fact that it appears incomplete in terms of required documentation) and endeavour to help them understand your guidelines.

### Recommendation

1. That the Interim Town Clerk be instructed to meet with officers of Berwick Male Voice Choir and seek to explain the Grant Guidelines to them.



From: Allison Longbone [request-389786-6ddf38d1@whatdotheyknow.com]  
Sent: 14 February 2017 21:44  
To: admin  
Subject: Freedom of Information request - When will Berwick Town Council answer the telephone or respond to an e-mail?

Dear Berwick-upon-Tweed Town Council,

I submitted a grant application on behalf of the Berwick Male Voice Choir on 17 November 2016. I received no acknowledgement. I e-mailed again in mid-January 2017 but, again, received no response. I have telephoned twice and left a message on the answering machine but, again, no response.

I appreciate Berwick TC has few staff and they must be busy but the lack of response from ALL my requests is not heartening.

I would be extremely grateful if someone could get back to me as soon as possible (REDACTED) answering the following:

- has the Town Council received the grant application?
- has it considered it?
- if not, when will it consider it?
- if it has considered the application, when will it respond?
- why is it so poor at responding to applications, e-mails and telephone requests; and
- who is my town councillor (Glamis Hill) as this question is not addressed on your website.

Regards

Bryon Longbone

Proposed response

Thank you for your Freedom of Information request.

As this is an FoI request we have to respond in writing.

In response to your questions, in the order they were asked;

Yes, we have received your grant application.

It is scheduled to be considered on 27<sup>th</sup> February 2017, and a copy of the draft report will be forwarded to you separately.

We do not hold any information concerning your question about our performance in handling correspondence or responding to requests, but have recently adopted new office procedures relating to the recording and handling of written correspondence because we identified issues with this aspect of our work. These changes were considered in public on 9 January 2017.

All councillors are listed on our website; you may need to identify which parish ward you live within from the maps published on our website, or via a third party website such as WritetoThem. We will email you separately with councillor details so as to avoid publishing personal data, or data which could be used to further identify your address on a public website such as the one you have used.

# GRANT APPLICATION GUIDANCE

## GRANT APPLICATIONS

### Councillor Guidance

1. Check form is completed correctly
2. Check bank statement - check the name on the bank statement is the name of the organisation claiming the grant, make sure it is not a personal bank statement
3. Thoroughly check the letters of support are correct
4. Decide if the grant is going to benefit the local community and/or local people
5. A one off event can request up to £1000
6. A yearly event just starting up to £500 to cover insurance/advertising costs for a maximum period of 2 years applied for yearly
7. A yearly event already established £500 - £1000 to cover insurance/advertising this should be applied for on a yearly basis and evidence provided of the previous year's profits if any
8. Starting up costs for new groups of up to £1500 and this should be used for equipment not hall rentals

**F088/15**

### **7. COUNCILLORS GUIDANCE GRANT APPLICATIONS**

Councillor Forbes suggested changes/tightening up re current approval of requests for grants. Cllr Seymour queried whether the Finance Officer had given his approval to the changes and was advised no. Cllr Hodgson advised tighter controls will be needed in the future and this will be discussed by the auditor who will be updating Councillors on 23<sup>rd</sup> November and also the public and press re his findings. Cllr Blackburn suggested that the Council go ahead with Cllr Forbes suggestions and if they need amending this can be done at a later date.

**RESOLVED: To adopt Cllr Forbes changes and amend if necessary**





Council  
Item 16  
Appendix H  
Monday, 27 February 2017

Date	What decision is requested	Why does this decision need to be made	Who requested it?	When does it need to be made?	Outcome
24/10/2016	Whether to consider proposals to fund a music event in Berwick in 2017	Inquiry from Berwick residents and others	TC / NCC / Berwick residents	7/11/2016	Council to receive a presentation
2/11/2016	Whether to support the provision of yacht mooring facilities on the quayside – to fund scoping reports and to further fund construction	To support economic regeneration and tourism	Request from Cllr D Blackburn	29/11/2016	
30/10/2016	Approve MTFP	Financial regs	TC	November 2016	
2/11/2016	Tourism review – to review provision of management information, resources available for tourism promotion and support for social media activity.	In order to make better use of council resources and promote tourism as a driver of regeneration	TC	November 2016	
30/10/2016	As part of budget, to approve budget allocations for clerk and deputy town clerk as full time employees	Councillor proposal	Cllr E Goodyer	December 2016	
07/11/2016	Document retention policy and procedure note	As part of risk appraisal / management	TC	December 2016	
07/11/2016	Lone worker policy	As part of risk appraisal / management	TC	December 2016	
30/10/2016	Approve budget	Financial regs	TC	December 2016	
25/11/2016	Playground maintenance	To manage risk	TC	19 December 2016	
25/11/2016	Lions allotments	Negotiations Update (Confidential)	TC	19December 2016	
28/11/2016	FoI	Legal compliance	TC	19 December 2016	
30/11/2016	Whether the Town Council wishes to be used as a pilot.	Councillor proposal (Confidential)	Cllr E Goodyer	19 December 2016	

24/10/2016	Playground inspection regime 2017	Safety of playground users / risk management	TC	Jan 2017	
24/10/2016	Approve Risk Management Register	To comply with Financial Regs	TC	Jan 2017	
24/10/2016	Approve Asset Register	To Comply with Financial Regs	TC	Jan 2017	
7/11/2016	Pensions policy	Legislative change	TC	Jan 2017	
25/11/2016	Reserves policy	Best practice to review reserve provision	TC	Jan 2017	
19/12/2016	Heritage Lamp Stands	Councillor proposal	NCC / Councillors	Feb 2017	
10/01/2017	Extension of Hoppa Bus Service	Inquiry from Berwick resident	Resident	Feb 2017	
2/11/2016	To approve an investment strategy and list of counterparties	Financial regs	TC	Feb 2017	
25/11/2016	To review allotment provision	Legislative compliance	TC	Feb 2017	
06/02/2017	5 Military Intelligence Battalion be given freedom of the town	5 Military Intelligence Battalion	Col N Haden	Feb 2017	
06/02/2017	Castle Vale Park / Coronation Park Sculpture Trail	Inquiry from Parks Officer	Parks Officer	Feb 2017	
13/02/2017	Tweedmouth Community Football Club	Request for statement of support	Cllr G Hill	Feb 2017	
06/02/2017	New Leisure Centre	Consultation	NCC / Councillors	March 2017	
06/02/2017	Committee Structure	Committee structure for the new Municipal Year	TC	March 2017	
17/2/17	Member Induction Plan	Best practice	TC	March 2017	
10/02/2017	Staff Training	Validate staff knowledge	TC	March 2017	
25/11/2016	Growths and savings 2018/19	Best practice	TC	Sept 2017	
31/01/2017	Relationship with the Berwick-upon-Tweed Corporation (Freemen) Trustees	Enquiry from Councillor	Cllr D Blackburn		