

BERWICK-UPON-TWEED TOWN COUNCIL

To: **ALL MEMBERS OF THE COUNCIL**

You are hereby requested to attend a meeting of **BERWICK-UPON-TWEED TOWN COUNCIL** to be held in the Council Chamber, The Town Hall, Marygate, Berwick-upon-Tweed, on **MONDAY 10 APRIL 2017 AT 6 PM**

The Agenda for the meeting is set out below.



Interim Town Clerk

3 April 2017

EXTRACT FROM STANDING ORDERS

- 1(o) Unless permitted by the chairman of the meeting, a councillor may speak once in the debate on a motion except:
- i. to speak on an amendment moved by another councillor;
 - ii. to move or speak on another amendment if the motion has been amended since he last spoke;
 - iii. to make a point of order;
 - iv. to give a personal explanation that relates directly to new information concerning the member that was introduced during the debate, in which case they shall with the chair's consent offer their explanation after all other members who wish to do so have spoken, or
 - v. in exercise of a right of reply as the mover of the motion before a vote.
- 1(p) During the debate of a motion, a councillor may interrupt only on a point of order and the councillor who was interrupted shall stop speaking. A councillor raising a point of order shall identify the standing order which he considers has been breached or specify the other irregularity in the proceedings of the meeting he is concerned by.
- 1(t) Excluding motions moved under standing order 1(r) above, the contributions or speeches by a councillor shall relate only to the motion under discussion and shall not exceed (3) minutes without the consent of the chairman of the meeting.

OPEN SESSION

Members of the public may make representations, ask questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.

This is for a period of 15 minutes overall and is limited to 3 minutes per person.

A G E N D A

1. APOLOGIES FOR ABSENCE

To receive apologies for absence.

2. MINUTES

To sign as a correct record the minutes of the Berwick-upon-Tweed Town Council meeting held on 20 March 2017.

3. DISCLOSURE OF INTERESTS

Unless already entered in the Council's Register of Members' interests, members are required to disclose any personal interest, (which includes any disclosable pecuniary interest), they may have in any of the items included on the agenda for the meeting in accordance with the Code of Conduct adopted by the Council on 9 July 2012, and are reminded that if they have any personal interests of a prejudicial nature they must not participate in any discussion or vote on the matter and must leave the room.

4. REQUEST FOR DISPENSATION

(i) To receive from members who have a Disclosable Pecuniary Interest in any items on the agenda an application for dispensation under section 33 of the Localism Act 2011 to enable members to participate in discussions and voting (pro-forma attached).

(ii) To consider requests for dispensation.

5. TOWN MAYOR'S ANNOUNCEMENTS

To receive announcements from the Town Mayor.

6. CORRESPONDENCE

To note the Correspondence Log.

7. ELECTIONS 2017; ADMINISTRATION AND CO-OPTION PROCEDURE

To agree the report (**Appendix A**).

8. COMMITTEE STRUCTURE

To agree a new committee structure (**Appendix B**).

9. KOSB ASSOCIATION

To agree a letter of support for the KOSB Association (**Appendix C**).

10. BERWICK BARRACKS

To consider the report (**Appendix D**).

11. COUNCILLOR EMAILS AND SERVER

To consider the report (**Appendix E**).

12. NEIGHBOURHOOD PLAN

To receive an update on the Neighbourhood Plan.

13. TOWN MEETING – MAY 2017

To agree preferences for the Annual Town Meeting (**Appendix F**).

14. APPROVE PLANS FOR ANNUAL MEETING OF COUNCIL

To approve plans for the Annual Meeting of Council (**Appendix G**).

15. STAFF SALARIES AND PERFORMANCE REVIEWS

To consider the report (**Appendix H**).

16. FORWARD PLAN

To receive an update on the Forward Plan (**Appendix I**).

17. PLANNING COMMITTEE

To adopt the minutes of the meeting of the Planning Committee held on 21 February 2017 (**Appendix J**).

18. DATE OF NEXT MEETING

The next meeting of the Council will be held on Monday, 24 April 2017 at 6 pm in the Town Hall.

The Council may be recommended to pass a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude the media and public from the discussion of the following business on the basis that public discussion may prejudice the Council's position and/or staffing issues may be discussed.

19. FEASIBILITY STUDY – PROPERTY ACQUISITION

To consider the report (**Appendix K**).

20. RESOURCING OF TOWN COUNCIL; APRIL – MAY 2017

To consider the report (**Appendix L**).