

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, 24 MARCH 2014 AT 6 PM**

The Agenda for the meeting is set out below.



Town Clerk

17 March 2014

OPEN SESSION

The Chairman to invite members of the public present to put questions to, or draw relevant matters to the attention of, the Council, prior to commencement of business. 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 January 2014.

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. COUNTYWIDE PARKING CONSULTATION

To consider comments on the Countywide Parking Consultation (**Appendix A**).

7. DRAFT REVISED NORTHUMBERLAND TOWN AND PARISH COUNCIL CHARTER

To consider feedback on the Draft Revised Northumberland Town and Parish Council Charter (**Appendix B**).

8. TOWN COUNCIL MEETINGS WITH NORTHUMBERLAND COUNTY COUNCIL

To receive updates on meetings between the Town Council and Barry Rowland and the Town Council and Karen Ledger and Kevin Bartlett.

9. POST 16 TRANSPORT

To receive a verbal update on the current situation and to receive comments from Councillors on NCC policy.

10. RISK ASSESSMENT

i) To note that in accordance with the Accounts and Audit Regulations 2011, the Town Council has conducted a review of the risks it faces.

ii) To approve the risk assessment (**Appendix C**) as a complete record of the risks identified.

iii) To establish a Risk Management Group.

11. REPORTS FROM WARD MEMBERS

To receive reports from Ward Councillors on what is happening in their divisions.

12. COUNTY COUNCILLOR REPORTS

To receive reports from County Councillors I Hunter, G Jones and J Smith on what is happening in their divisions and within the County as a whole.

13. STANDING ORDERS

i. To consider the proposal to amend Standing Orders (Item 9 Appendix B from the meeting held on 20th January 2014, now attached as **Appendix D**).

ii. To consider adopting the terms of reference for the Staffing Sub-Committee outlined at meeting held on 20th January 2014 and recorded in the minutes, ref CO99/13 part iii.

iii. To consider the proposal to amend Standing Orders on notification of or attendance at meetings of the Staffing sub-committee outlined at meeting held on 20th January 2014 and recorded in the minutes, ref CO99/13 part iv.

14. PLANNING COMMITTEE

To adopt the minutes of the meetings of the Planning Committee held on 17 December 2013 (**Appendix E**) and 28 January 2014 (**Appendix F**).

15. ENVIRONMENT AND REGENERATION COMMITTEE

To adopt the minutes of the meeting of the Environment and Regeneration Committee held on 6 January 2014 (**Appendix G**).

16. FINANCE AND RESOURCES COMMITTEE

To adopt the minutes of the meeting of the Finance and Resources Committee held on 13 January 2014 (**Appendix H**).

17. REPRESENTATION ON OUTSIDE BODIES

To consider invitations for representation on outside bodies.

18. DATE OF NEXT MEETING

The next meeting of the Council will be held on Monday 12 May 2014 at 6 pm in the Town Hall.