

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, 25 NOVEMBER 2013 AT 6 PM**

The Agenda for the meeting is set out below.

Suea V. Hill

Town Clerk

18 November 2013

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 23 September 2013.

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. BERWICK LOCAL HEALTH CARE SERVICES

Up-date by Northumbria Healthcare NHS Foundation Trust

7. ANNUAL AUDIT FOR 2012-13

Presentation of audited annual return and issues arising report (**Appendix A**).

8. EBDA AWARD 2013

To consider nominations for the Eastern Borders Development Association award 2013 (**Appendix B**)

9. PARKING

- (i) To consider and agree a Community Parking Plan (**Appendix C**)
- (ii) To consider the proposals for parking in Marygate and agree a response (**Appendix D**)

10. MAY FAIR 2015

To consider the proposal by Derek Sharman, on behalf of the Berwick 900 group, to change the date of the 2015 Walking of the Fair, and to amend the name of the event (**Appendix E**).

11. USE OF TOWN COUNCIL LOGO

To agree a policy relating to the use of the Town Council logo by external bodies (**Appendix F**).

12. PLAY REVIEW

To consider the recommendation by the Environment and Regeneration Committee (minute ER049/13, 9 September 2013) that the Town Council take responsibility for play areas from April 2014 (**Appendix G**).

13. PORTAS PILOT

- (i) To note the resolution to suspend the decision made by Finance and Resources Committee (minute F043/13, 16 September 2013) to accept an invitation from Northumberland County Council to manage the Portas Pilot.
- (ii) To consider the invitation from Northumberland County Council to manage the Portas Pilot (**Appendix H**).

14. 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.

15. PARISH LIAISON WORKING GROUP

To note the report from the Group by Councillor I Hunter (**Appendix I**)

16. PLANNING COMMITTEE

To adopt the minutes of the meeting of the Planning Committee held on 27 August 2013 (**Appendix J**) and 24 September 2013 (**Appendix K**).

17. EVENTS COMMITTEE

To adopt the minutes of the meeting of the Events Committee held on 2 September 2013 (**Appendix L**).

18. ENVIRONMENT AND REGENERATION COMMITTEE

To adopt the minutes of the meeting of the Environment and Regeneration Committee held on 9 September 2013 (**Appendix M**).

19. FINANCE AND RESOURCES COMMITTEE

(i) To adopt the minutes of the meeting of the Finance and Resources Committee held on 16 September 2013 (**Appendix N**).

(ii) To consider the proposal made at the meeting on 16 September that the following be incorporated into Standing Orders:

Where matters require urgent attention outside the meeting schedule, to delegate authority to make decisions to the Clerk in consultation with two of: the Town Mayor, Deputy Town Mayor and the Chairman of one Standing Committee. Any such decision should be reported to the next meeting of Council or relevant Committee.

20. STAFFING COMMITTEE

To adopt the minutes of the meeting of the Staffing Committee held on 1 July 2013 (**Appendix O**).

A Formal Resolution may be required to exclude the press and public during the discussion of the following agenda item, which may include issues of a personal and confidential nature.

21. ADDITIONAL BUDGET PROVISION

To consider creating a budget to meet costs related to employment issues.

22. REPRESENTATION ON OUTSIDE BODIES

To consider invitations for representation on outside bodies, to include the NALC County Committee.

23. DATE OF NEXT MEETING

The next meeting of the Council, which is an Extraordinary Meeting, will be held on Monday 2 December 2013 at 6.30 pm in the Town Hall; the next Ordinary Meeting of Council will be held on Monday 20 January 2014 at 6 pm in the Town Hall.