



Council
Item 13
Appendix C
Monday, 24 April 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 November 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 November 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	April, 2017 as part of appraisals
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	Part progressed – deputy town clerk to be reviewed June 2017
07/11/2016	Document retention policy and procedure note	As part of risk appraisal / management	TC	December 2016	Completed
07/11/2016	Lone worker policy	As part of risk appraisal / management	TC	December 2016	Completed as part of office move
30/10/2016	Approve budget	Financial regs	TC	December 2016	Completed
25/11/2016	Playground maintenance	To manage risk	TC	19 December 2016	Ongoing as at 17 March 2017

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25/11/2016	Lions allotments	Negotiations Update (Confidential)	TC	19 December 2016	Ongoing with no clear conclusion date
28/11/2016	FoI	Legal compliance	TC	19 December 2016	Completed
30/11/2016	Whether the Town Council wishes to be used as a pilot.	Councillor proposal (Confidential)	Cllr E Goodyer	19 December 2016	Completed
24/10/2016	Playground inspection regime 2017	Safety of playground users / risk management	TC	Jan 2017	Completed but requires ongoing monitoring
24/10/2016	Approve Risk Management Register	To comply with Financial Regs	TC	Jan 2017	Partially completed – requires more work in new council year
24/10/2016	Approve Asset Register	To comply with Financial Regs	TC	Jan 2017	Partially completed – requires more work as part of approval of final accounts
7/11/2016	Pensions policy	Legislative change	TC	Jan 2017	Completed
25/11/2016	Reserves policy	Best practice to review reserve provision	TC	Jan 2017	Completed but requires some implementation
19/12/2016	Heritage Lamp Stands	Councillor proposal	NCC / Councillors	Feb 2017	Completed
10/01/2017	Extension of Hoppa Bus Service	Inquiry from Berwick resident	Resident	Feb 2017	Ongoing – see below – this item closed
2/11/2016	To approve an investment strategy and list of counterparties	Financial regs	TC	Feb 2017	Complete

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25/11/2016	To review allotment provision	Legislative compliance	TC	Feb 2017	Ongoing –see below
06/02/2017	Castle Vale Park / Coronation Park Sculpture Trail	Inquiry from Parks Officer	Parks Officer	Feb 2017	Completed
13/02/2017	Tweedmouth Community Football Club	Request for statement of support	Cllr G Hill	Feb 2017	Completed but with consequential work (Five Arches Play Park, below)
06/02/2017	5 Military Intelligence Battalion be given freedom of the town	5 Military Intelligence Battalion	Col N Haden	March 2017	Ongoing
06/02/2017	New Leisure Centre	Consultation	NCC / Councillors	March 2017	Ongoing
06/02/2017	Committee Structure	Committee structure for the new Municipal Year	TC	March 2017	Ongoing
17/2/17	Member Induction Plan	Best practice	TC	March 2017	Ongoing
10/02/2017	Staff Training	Validate staff knowledge	TC	March 2017	Ongoing as part of appraisal process
24/02/2017	Christmas Lights for 2017-2018	To comply with Financial Regs	Cllrs H Bettison, A Gibson & G McLean	March 2017	Ongoing
27/02/2017	Seagulls	Concerns of Councillors and residents	Councillors	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	June 2017	
31/01/2017	Relationship with the Berwick-upon-Tweed Corporation (Freemen) Trustees	Enquiry from Councillor	Cllr D Blackburn		

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03/03/2017	Staff salaries and performance reviews	Best practice	TC	April 2017	
03/03/2017	Assets register and valuation of assets	Best practice	TC	April / May 2017	
14/03/2017	Future rail provision in north Northumberland	Future planning of service	TC		
14/03/2017	Future of Berwick Hospital	Future planning of service	TC		
17/03/2017	Future of Five Arches Play Area	Future service planning	TC	June 2017	
17/03/2017	Customer feedback / voice of the customer	Service planning / performance management	TC	June 2017	
17/03/2017	Potential land acquisitions / new play facilities	Future service planning	TC		
17/03/2017	Operation London Bridge	Future service planning	TC / Local stakeholder	April 2017	
17/03/2017	Forward Plan 2017/18 refresh – remove completed work, Identify key work programmes for 2017/18, and format changes to accommodate new council structures if necessary	Future service Planning	TC	April 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	
17/03/2017	Town Meeting – May 2017	Statutory obligation	TC	April 2017	
17/03/2017	Approve plans for Annual Council / Mayor Making	Statutory obligation	TC	April 2017	
17/03/2017	Councillor emails	Best practice	TC	April 2017	
24/03/2017	Become a Charter Branch	Funding available and access to advice	TC		
27/03/2017	Canadian Pipes and Drums	Event Planning	TC		
31/03/2017	Letter of support for KOSB	Request from KOSB	KOSB	April 2017	
10/04/2017	Tendering process for Hoppa Bus	Provision of Hoppa Bus service	TC	April 2017	