

BERWICK-UPON-TWEED TOWN COUNCIL

Minutes of a Meeting of the Town Council held on Tuesday 17 October 2017 at 6.00 pm at The Town Hall, Marygate, Berwick-upon-Tweed

Councillors:	G Roughead (Town Mayor)	A Gibson
	H Bettison	K Graham
	R Bruce	C Lewis
	I Dixon	B Parkin
	B Douglas	G Smith
	A Forbes	L Stephenson
	T Forrester	G Thomson

IN ATTENDANCE:

Mr Gareth Davies, Town Clerk

Steve Cozens, Assistant to the Clerk

Joyce Benton, Sergeant-at-Mace

4 representatives from Northumberland County Council

5 members of the public, 1 member of the press.

OPEN SESSION

A resident asked a question concerning the future of tourism in Berwick, to which the Town Clerk provided a response.

C0107/17 1. APOLOGIES FOR ABSENCE

Apologies for absence were received on behalf of: Cllrs A Bowlas and H Nichols. Cllr H Bettison had apologised for her likely lateness.

C108/17 2. MINUTES

The minutes of the Berwick-upon-Tweed Town Council meeting held on 18 September 2017 were agreed and signed as a correct record.

C109/17 3. DISCLOSURE OF INTERESTS

There were no disclosures of interests.

C110/17 4. REQUEST FOR DISPENSATION

There were no requests for dispensation.

C111/17

5. TOWN MAYOR'S ANNOUNCEMENTS

The Mayor advised council that the Sheriff had attended National Sheriffs Weekend, and would like to provide feedback at a future council meeting. The Mayor also reported on the good feedback received as a result of the filming of Outlaw King in Berwick.

C112/17

6. CORRESPONDENCE

- i. Members **RESOLVED** without division to note the correspondence log.
- ii. Members **RESOLVED** to note the correspondence received from Northumberland County Council concerning obstructions on the highway.

C113/17

7. BUS INFORMATION

Members **RESOLVED** to note the consultation paper from Northumberland County Council.

C114/17

8. RECEIPT OF AUDIT REPORT

It was **RESOLVED**, on the motion of Cllr Forbes, seconded by Cllr Graham, to note the successful completion of the audit process.

C115/17

9. BERWICK STADIUM TRUST

It was **RESOLVED**, on the motion of Cllr Graham, seconded by Cllr Forbes that a one off payment of up to £5000 should be offered to the Trust to fund development work on its proposals, provided the Trust finds a further funder to complete the funding of this work.

C116/17

10. COMMUNICATIONS PLAN

It was unanimously **RESOLVED** to note the proposed communications plan.

C117/17

11. REMEMBRANCE DAY

- i. It was **RESOLVED** to note the report.
- ii. It was **RESOLVED** to note the update from the Sergeant at Mace.

C118/17

12. REPRESENTATION ON OUTSIDE BODIES

- i. Six councillors were nominated from the floor to fill five vacancies. It was **RESOLVED** on the motion of Cllr Dixon, seconded by the Mayor, to nominate Cllrs H Bettison, I Dixon, and G Roughead to continue to represent the council as Trustees of the Berwick Freemen. A ballot was then held, in which Cllrs K Graham and A Forbes were elected to fill the remaining vacancies.
- ii. It was **RESOLVED** to nominate Cllr G Roughead to represent the council on Northumberland Association of Local Councils (NALC) – County Committee.

C119/17

13. FORWARD PLAN

- i. It was **RESOLVED** to note the Forward Plan.
- ii. Future Land Ownership – It was **RESOLVED** to note the report of the Town

Clerk concerning the report requested.

- iii. Forward Planning and Agenda Setting – The recommendation in the report having been moved by the Mayor, and seconded by Cllr Dixon, the resolution fell by 7 votes to 4.

C120/17

14. BUDGET AND ADMINISTRATION COMMITTEE

- i. It was **RESOLVED** to adopt the minutes of the meetings of the Budget and Administration Committee held on 16 August 2017 and 11 September 2017.
- ii. It was **RESOLVED** to note the list of payments received by the Budget and Administration Committee at its meeting of 9 October 2017.
- iii. It was **RESOLVED** to note the draft minutes of the meeting of the Budget and Administration Committee held on 9 October 2017.

Council **RESOLVED** to approve the following recommendations detailed in draft minutes BA051/17 (a) and BA052/17 (b):

- a. It was **RESOLVED**, on the motion of Cllr Gibson, seconded by Cllr Forbes, to recommend to council the option of purchasing a new photocopier / MFD with an extended warranty or guarantee, and consumables to be purchased on the open market.
- b. It was **RESOLVED** on the motion of Cllr Gibson, seconded by Cllr Bruce, to recommend to council that the quote be accepted, and that authority be delegated to the Town Clerk to purchase the system in question.

C121/17

15. LOCAL SERVICES COMMITTEE

It was **RESOLVED** to adopt the minutes of the meeting of the Local Services Committee held on 24 July 2017.

C122/17

16. PEOPLE AND COMMUNITIES COMMITTEE

- i. It was **RESOLVED** to adopt the minutes of the meeting of the People and Communities Committee held on 5 September 2017.
- ii. It was **RESOLVED** to note the draft minutes of the meeting of the People and Communities Committee held on 2 October 2017.

Council **RESOLVED** to approve the following recommendations detailed in draft minute PC026/17:

- a. That as regards engagement with hard to reach communities, council should work via residents groups and user groups where they exist, and
- b. That, where sufficient data is not already held by partner organizations such as Northumberland County Council, it consider using targeted research intended to identify whether we need to do more to fulfill our duties under the Equalities Act, and

- c. That Council delegate to the Town Clerk authority to commission such research provided it does not cost more than £1000, to be allocated from existing underspends or general reserves.

C123/17

17. PLANNING COMMITTEE

It was **RESOLVED** to adopt the minutes of the meetings of the Planning Committee held on 29 August 2017 and 12 September 2017.

Cllr H Bettison entered the meeting.

C124/17

18. DATE OF NEXT MEETING

The next meeting of the Council will be held on Monday, 20 November 2017 at 6 pm.

Council RESOLVED that under the Public Bodies (Admission to Meetings) Act 1960 it was appropriate to exclude the media and public from the discussion of the following business on the basis that public discussion might prejudice the Council's position and staffing issues might be discussed.

At this point the Public withdrew, with the exception of the officers of Northumberland County Council who were present to make a presentation to council.

C125/17

20. FUTURE LOCAL SERVICES ARRANGEMENTS

It was **RESOLVED** to suspend standing orders sufficiently to allow a previous decision to be re-considered within six months.

It was **RESOLVED**, on the motion of Cllr Gibson, seconded by Cllr Forrester, to vire sufficient funds from underspends or reserves to allow the employment of the existing seasonal worker to be extended to 31st December 2017 in order to enable planned maintenance of street furniture to be undertaken.

It was further **RESOLVED** to hold a workshop style meeting to enable NCC officers to understand better the requirements of the council in preparation for their bidding for a revised Service Level Agreement for 2018-19.

C126/17

19. BERWICK YOUTH PROJECT

It was **RESOLVED** without dispute to agree to offer financial support as specified in the report to enable the development of a community facility.