

## **BERWICK-UPON-TWEED TOWN COUNCIL**

### **Minutes of a Meeting of the Town Council held on Monday 19 February 2018 at 6.00 pm at The Town Hall, Marygate, Berwick-upon-Tweed**

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

#### **IN ATTENDANCE:**

Mr Gareth Davies, Town Clerk

Steve Cozens, Assistant to the Clerk

Joyce Benton, Sergeant-at-Mace

County Councillor G Hill

County Councillor C Seymour

11 members of the public, 1 member of the press

#### **OPEN SESSION**

There were no questions from the public during the open session.

#### **C196/17 1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs B Douglas, C Lewis and G Thompson.

#### **C197/17 2. MINUTES**

On the motion of Cllr Forrester, seconded by Cllr Graham, the minutes of the Berwick-upon-Tweed Town Council meeting held on 22 January 2018 were agreed and signed as a correct record.

#### **C198/17 3. DISCLOSURE OF INTERESTS**

Cllr A Forbes declared a personal interest in Item 15 since an organization she is connected to also has an interest in the care of the statue referred to.

**C199/17 4. REQUEST FOR DISPENSATION**

There were no requests for dispensation.

**C200/17 5. TOWN MAYOR'S ANNOUNCEMENTS**

The Mayor indicated that it had been a relatively fallow period in the civic calendar; he had attended the Mayor of Morpeth's Civic Ball in a personal capacity, and had had discussions with the Post Office concerning the new branch opening on North Road.

**C201/17 6. CORRESPONDENCE**

After Cllr Bowlas had offered to assist the clerk with copies of correspondence from 2015, and Cllr Bettison had asked the clerk to seek out previous plans for the railway station car park, members **RESOLVED** on the motion of Cllr Graham, seconded by Cllr Bruce, to note the correspondence log.

**C202/17 7. NORTHUMBERLAND LOCAL PLAN UPDATE AND 'CALL FOR SITES'**

On the motion of Cllr Bettison, seconded by Cllr Roughead it was **RESOLVED** that, in light of the difficult timetable, council delegate authority to the Town Clerk, in consultation with the Chair of the Planning Committee and the Neighbourhood Plan Steering Group's choice of a chair for their work, Cllr Karin Graham, to make a submission to NCC.

**C203/17 8. BERWICK SIGNAGE PROJECT**

On the motion of Cllr Bruce, seconded by Cllr Bowlas, it was **RESOLVED:**

1. That the Town Clerk was granted delegated authority to make the necessary virements to enable up to £5k worth of development and feasibility work to be undertaken, and
2. That the Town Clerk be granted delegated authority, within the Financial Regulations, to seek estimates for the work and to appoint contractors after consulting the chair of the Budget and Administration Committee.

**C204/17 9. UPDATE ON BUDGET VIREMENTS**

- a) Members asked a number of questions concerning the details of individual virements before, on the motion of Cllr Bettison seconded by Cllr Parkin, it was **RESOLVED** to note the decision of the Budget and Administration Committee and recommend approval of the virements detailed.
- b) On the motion of Cllr Graham seconded by Cllr Bruce it was **RESOLVED** to note the report.

**C205/17**      **10. COASTAL LITTER PREVENTION**

After a debate during which members praised the work of volunteers at clearing litter from beaches, and during which standing orders were suspended sufficiently to allow a member of the public to speak, on the resumption of standing orders it was **RESOLVED**, on the motion of Cllr Bettison seconded by Cllr Graham to:

1. Delegate to the Budget and Administration Committee power to make one virement, of up to £3000, from in year underspends or reserves to a new budget heading for litter prevention,
2. To delegate authority to the Local Services Committee to acquire items of equipment such as notice boards or litter picking stations up to a total per individual item of £750, and to make micro grants of up to £250 to volunteer organizations to support their work on litter picking, and
3. To nominate Cllr Stephenson to serve as Litter Prevention Champion.

**C206/17**      **11. REVIEW OF LOCAL GOVERNMENT ETHICAL STANDARDS**

On the motion of Cllr Bettison, seconded by Cllr Graham, it was **RESOLVED**:

1. That council invites comments from residents of Berwick upon Tweed, to be received by March 15th, on the inquiry's terms of reference, and instructs the Town Clerk to then prepare a report to be considered at council in April, and
2. That council authorizes all its staff to either respond to the Berwick upon Tweed consultation, or directly to the national consultation, either in their own name or anonymously.

**C207/17**      **12. FUTURE OF THE DIGITAL SIGNAGE BOARDS.**

The Town Clerk provided a verbal update to council; during the discussion which followed standing orders were suspended sufficiently to allow County Cllr G Hill to speak before council **RESOLVED** to note the update.

**C208/17**      **13. RECRUITMENT PROGRESS REPORT**

The Town Clerk provided an update and council **RESOLVED** that the recruitment panel should consist of Cllrs Roughead, Douglas, Forbes, Graham, Dixon, Forrester and Bettison, subject to availability, and that the Town Clerk should seek external advice as to the suitability of the process.

**C209/17**      **14. COMPLAINTS POLICY**

On the motion of Cllr Graham, seconded by Cllr Bowlas, it was **RESOLVED**

that the complaint should be regarded as closed, and that the working of the complaints policy should be reviewed in August 2018.

**C210/17 15. STATUE OF JIMMY STRENGTH**

It was **RESOLVED** without dispute that the Town Clerk should consult with, and meet as necessary, all the interested parties.

**C211/17 16. FORWARD PLAN**

It was **RESOLVED** to note the Forward Plan.

**C212/17 17. BUDGET AND ADMINISTRATION COMMITTEE**

- i. It was **RESOLVED** on the motion of Cllr Forbes, seconded by Cllr Bruce to adopt the minutes of the meeting of the Budget and Administration Committee held on 8 January 2018.
- ii. It was **RESOLVED** on the motion of Cllr Forbes, seconded by Cllr Graham to note the list of payments received by the Budget and Administration Committee at its meeting of 12 February 2018.
- iii. It was **RESOLVED** on the motion of Cllr Forbes, seconded by Cllr Roughead to note the draft minutes of the meeting of the Budget and Administration Committee held on 12 February 2018, subject to them being sufficiently amended to make clear that the issue of ID cards to members should be accompanied by a new policy on their use.
- iv. Council **RESOLVED** to approve the following recommendation detailed in draft minute BA095/17:
  - a) It was **RESOLVED** on the motion of Cllr G Roughead, seconded by Cllr A Forbes, to recommend to council that ID badges should be purchased from ID Card Centre and that councillors should be offered the chance to refresh their photographs before the order was placed.

**C213/17 18. LOCAL SERVICES COMMITTEE**

- i. It was **RESOLVED** on the motion of Cllr Graham, seconded by Cllr Bruce to adopt the minutes of the meeting of the Local Services Committee held on 23 October 2017 (noted at the meeting of 20 November 2017).
- ii. It was **RESOLVED** on the motion of Cllr Roughead seconded by Cllr Stephenson to note the draft minutes of the meeting of the Local Services Committee held on 29 January 2018.

**C214/17 19. PEOPLE AND COMMUNITIES COMMITTEE**

- i. It was **RESOLVED** on the motion of Cllr Graham seconded by Cllr Roughead to adopt the minutes of the meeting of the People and Communities Committee held on 6 November 2017 (noted at the meeting of 20 November 2017).
- ii. It was **RESOLVED** on the motion of Cllr Graham seconded by Cllr Roughead to note the draft minutes of the meeting of the People and Communities Committee held on 5 February 2018.

**C215/17 20. PLANNING COMMITTEE**

It was **RESOLVED** on the motion of Cllr Roughead seconded by Cllr Forbes to adopt the minutes of the meeting of the Planning Committee held on 9 January 2018.

**C216/17 21. DATE OF NEXT MEETING**

The next meeting of the Council will be held on Monday, 19 March 2018 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.

**C217/17 22. LIONS ALLOTMENTS**

Following the defeat of a previous motion it was **RESOLVED** on the motion of Cllr Bettison, seconded by Cllr Forbes to decline the opportunity of the transaction in question, but to seek to facilitate the transaction by other parties, up to and including the provision of organizational support or a secured loan over the property.

**C218/17 23. PARKS AND GREEN SPACES**

It was **RESOLVED** on the motion of Cllr Bettison, seconded by Cllr Roughead to invite the relevant NCC officer to attend the next normal meeting of council.