

BERWICK-UPON-TWEED TOWN COUNCIL

Minutes of a Meeting of the Town Council held on Tuesday 20 June 2017 at 6.00 pm at The Town Hall, Marygate, Berwick-upon-Tweed

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

IN ATTENDANCE:

Mr Gareth Davies, Town Clerk

Steve Cozens, Assistant to the Clerk

Mr Liam Mutch, Sheriff

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

OPEN SESSION

The meeting began with the Mayor inviting those present to stand for a Minutes Silence in acknowledgement of recent terrorist attacks in Manchester and London, and the Grenfell Tower fire.

The Mayor also welcomed to his first meeting the new Town Clerk, Mr Gareth Davies.

C018/17 1. APOLOGIES FOR ABSENCE

Apologies for absence had been received on behalf of Cllr H Nichols. Council **RESOLVED** without dispute to send a Get Well Soon card.

C019/17 2. MINUTES

The minutes of the Berwick-upon-Tweed Town Council meeting held on 15 May 2017 were agreed and signed as a correct record on the motion of Cllr Parkin, seconded by Cllr Forrester.

C020/17 3. CO-OPTION OF MEMBERS

(Clerk's Note: whilst the decision of council is recorded here, the announcement of

the decision took place after Agenda Item 7, when the new members signed their Declaration of Acceptance of Office and began to participate in the business of council.

Messrs Herbert, Lewis and Thompson addressed council, after which council voted by ballot. Having achieved an absolute majority of votes cast on the first ballot Messrs Lewis and Thompson were duly co-opted to be members of the Council for the Upper Spittal Ward.

C021/17 **4. DISCLOSURE OF INTERESTS**

There were no disclosures of interest.

C022/17 **5. REQUEST FOR DISPENSATION**

There were no requests for dispensation.

C023/17 **6. NEIGHBOURHOOD PLAN**

The Mayor moved, and it was **RESOLVED** without dispute that Standing Orders should be suspended sufficiently to allow a non member to address the meeting. Mr Eric Goodyer addressed council, after which it was **RESOLVED** on the motion of Cllr Bettison, seconded by the Mayor, that the papers presented should be adopted.

C024/17 **7. TOWN MAYOR'S ANNOUNCEMENTS**

The Mayor indicated he was happy to be able to welcome the new town clerk to his first meeting, and expressed his belief that councillors were looking forward to working with him. The Mayor then invited those present to stand in silence for one minute as a mark of respect to the victims of terror attacks in Manchester and London, and the victims of the Grenfell Tower fire.

The Mayor offered his thanks to all those councillors who had supported him at the Mayor making; since then he had been to a preview of the Main Guard exhibition, which he recommended, had led the walking of the May Fair, and had enjoyed the party on the parade. The Mayor also mentioned the Ashington Miners Picnic and Spittal Gala, before closing his remarks by thanking the Deputy Mayor for presiding at the Annual Town Meeting when he had been otherwise engaged.

C025/17 **8. CORRESPONDENCE**

Members **RESOLVED** without division, on the motion of Cllr Forrester, seconded by Cllr Forbes to note the correspondence log.

At this point Cllrs Lewis and Thompson joined the meeting.

C026/17

9. NOTIFICATION OF PAYMENTS MADE BY BERWICK-UPON-TWEED TOWN COUNCIL

It was **RESOLVED** without dispute to note the schedule of payments after the Town Clerk had confirmed that payments appears including VAT, which would be subsequently reclaimed and would then appear in the accounts as a credit.

C027/17

10. FUTURE RAIL PROVISION IN NORTH NORTHUMBERLAND

It was **RESOLVED** on the motion of Cllr Bettison, seconded by Cllr Roughead, that

1. Council instructed its officers to use appropriate survey software to collect evidence as to the current barriers to train usage,
2. Council instructed its officers to undertake a high level desk based study of existing timetables and service provision to identify whether existing services address Berwick's needs, and
3. Council instructed its officers to seek ways of identifying whether Berwick rail users support or endorse the proposals of SENRUG and RAGES, including a potential public meeting.

C028/17

11. MEMENTOES / WORK OF ART

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

1. That the commemorative photograph should be displayed (with the consent of the Guild of Freemen) in the Town Hall,
2. That the Alex Mills picture, should be offered to ARCH for display within the Workspace, and
3. That the Jennifer Mosley picture should be displayed within the Town Council offices.

C029/17

12. OBSOLETE EQUIPMENT

Council **RESOLVED** without dispute to delegate to the Town Clerk / RFO, after consultation with the Chair / Vice Chair of the Budget and Administration Committee, authority to dispose of items of obsolete equipment, and Council **RESOLVED** to require details of all such transaction to be reported to the first available meeting of the Budget and Administration Committee after the disposal.

C030/17

13. APPROVAL OF ACCOUNTS

Council **RESOLVED**, on the motion of Cllr Graham, seconded by Cllr Gibson

- a) To note the acceptance by the Budget and Administration Committee at draft Minute BA018/17 of the Internal Audit Report.
- b) To approve the accounting statements for 2016-2017 and to authorise the Mayor and the Responsible Financial Officer to sign section 2 of the annual

return and

- c) To receive and approve the assets register as a true record of the council's assets.

C031/17

14. ANNUAL RETURN

Council considered each of the eight applicable governance statements in turn, and **RESOLVED** that it could approve all eight statements, and further **RESOLVED** that it could authorize the Mayor and the RFO to sign Section 1 of the Annual Return on its behalf.

C032/17

15. TOWN COUNCIL COMMITTEES

It was unanimously **RESOLVED** to appoint Cllrs Bowlas, Lewis and Smith to the Budget and Administration Committee, and Cllrs Lewis and Thompson to the Planning Committee.

C033/17

16. LOCAL AREA COUNCILS

It was **RESOLVED**, on the motion of Cllr Bettison, seconded by Cllr Roughead, that the Town Clerk should represent the council at meetings of the Local Area Council.

It was **RESOLVED**, on the motion of Cllr Bowlas seconded by Cllr Graham, that council instructs the Town Clerk to make appropriate arrangements to ensure the proceedings of the Area Council are reported to members in a timely fashion,

It was **RESOLVED** on the motion of Cllr Graham, seconded by Cllr Bettison, that council delegates to the Town Clerk power to respond on its behalf to consultations on non strategic matters provided some form of electronic consultation has been undertaken,

It was **RESOLVED** on the motion of Cllr Bettison, seconded by Cllr Roughead, that Council delegates to the Local Services Committee the responsibility to consider which Highways Schemes should be a priority for Berwick upon Tweed, and to make appropriate proposals to council in a timely fashion to enable council to take part in NCC's consultation, and

It was **RESOLVED** on the motion of Cllr Bettison seconded by Cllr Graham that council instructed the Town Clerk to work co-operatively with NCC officers to ensure Berwick-upon-Tweed is not overlooked in any further proposals for devolution of services or powers.

C034/17

17. HOEY AINSCOUGH

It was **RESOLVED** on the motion of Cllr Graham, seconded by Cllr Bettison that council endorsed the proposed responses and delegated to the Town Clerk authority to communicate them to the Interim Chief Executive of Northumberland County

Council and the Chair of its Standards Committee.

C035/17

18. APPLICATION FOR FINANCIAL ASSISTANCE

It was **RESOLVED** on the motion of Cllr Bettison, seconded by Cllr Forbes to grant a sum not exceeding £250 to the Berwick Royal British Legion for the purposes of Armed Forces Day.

C036/17

19. REPRESENTATION ON OUTSIDE BODIES

- a) It was **RESOLVED** to nominate Cllr A Bowlas to the Berwick Fair Trade Group.
- b) Council **RESOLVED** to defer this proposal to its next meeting when a presentation will be received from the Coastal Communities Team.

C037/17

20. FORWARD PLAN

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

C038/17

21. BUDGET AND ADMINISTRATION COMMITTEE

- i. It was **RESOLVED** to adopt the minutes of the meeting of the Budget and Administration Committee held on 15 May 2017.
- ii. It was **RESOLVED** to note the draft minutes of the meeting of the Budget and Administration Committee held on 12 June 2017.
- iii. Council **RESOLVED** to approve the following recommendations detailed in draft minute BA015/17
 - a) that a virement of £3300 be made from operational reserves to the Administration: Staffing cost centre for training and subscriptions, and
 - b) the Town Clerk be given authority to allocate funding from within this budget to the purposes described in paragraphs 1-7 of the report,
 - c) and that the Town Clerk consult with the Committee Chair before entering into any commitments except those specified in the report.

C039/17

22. PLANNING COMMITTEE

It was **RESOLVED** to adopt the minutes of the meetings of the Planning Committee held on 18 April 2017 and 15 May 2017.

C040/17

23. DATE OF NEXT MEETING

The next meeting of the Council will be held on Monday 17 July 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.

C041/17

24. PAYMENTS FOR ADDITIONAL WORK

It was **RESOLVED** on the motion of Cllr Bettison, seconded by Cllr Forbes, to make the additional payments, ex gratia, as detailed in the Town Clerk's report.