

BERWICK-UPON-TWEED TOWN COUNCIL

**Minutes of a Meeting of the Town Council held on Monday 26 March 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	C Lewis
	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
Mike Jeffrey, Northumberland County Council
County Councillor G Hill
County Councillor C Seymour
15 members of the public, 1 member of the press

C225/17 1. PARKS AND GREEN SPACES

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 item of business on the basis that staffing issues will be discussed. It further RESOLVED on the motion of Cllr Bowlas, seconded by Cllr Bruce to suspend Standing Order 7 sufficiently to enable a matter that had been the subject of a resolution within the previous six months to be discussed.

Mr Mike Jeffrey of Northumberland County Council then addressed council on a staffing issue where Northumberland County Council were seeking

additional funding from Berwick Town Council. On the motion of Cllr Gibson, seconded by Cllr Bowlas, it was **RESOLVED** to offer £7,000 to Northumberland County Council as a contribution to the issue, subject to receipt of a detailed work programme.

Standing orders were then resumed and the public were re-admitted to the meeting.

C226/17 **2. OPEN SESSION**

A member of the public rose to speak on a topic concerning or touching upon the circumstances of an individual and, on the advice of the Town Clerk, the Mayor declined to hear their remarks.

C227/17 **3. CITIZENS ADVICE NORTHUMBERLAND**

The Town Clerk apologized on behalf of the Chief Executive of Citizens Advice Northumberland, who could not attend due to a family emergency.

C228/17 **4. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs B Douglas, H Nicholls and G Thompson.

C229/17 **5. MINUTES**

- i. The minutes of the Berwick-upon-Tweed Town Council meeting held on 19 February 2018 were agreed and signed as a correct record.
- ii. The minutes of the Berwick-upon-Tweed Town Council Extraordinary meeting held on 5 March 2018 were agreed and signed as a correct record.

C230/17 **6. DISCLOSURE OF INTERESTS**

Cllr G Roughead declared a personal interest in Item 1 as a Northumberland County Councillor, and it was noted that he had neither spoken nor voted in the debate.

C231/17 **7. REQUEST FOR DISPENSATION**

There were no requests for dispensation.

C232/17 **8. TOWN MAYOR'S ANNOUNCEMENTS**

The Mayor reported to council that he had recently attended a meeting of Berwick Rotarians, and had attended the sashing of an officer of the Berwick Riders Association.

C233/17 **9. CORRESPONDENCE**

- i. Members **RESOLVED** to note the correspondence log.
- ii. It was **RESOLVED** on the motion of Cllr Bettison, seconded by Cllr

Bowlas to adopt the recommendation of the Town Clerk, that no further action be taken, and that the individual be advised of their right to contact the Information Commissioners Office if they wish to proceed with their complaint.

C234/17 10. RATIONALIZATION OF CIVIC REGALIA

It was unanimously **RESOLVED** that staff be tasked with categorizing each item of civic regalia as either being:

- a. Used as part of the civic ceremonies of the Town Council,
- b. Used as part of the fixtures and fittings of the Mayor's Parlour,
- c. Items more properly the property of Berwick Freemen, or
- d. Superfluous to requirements.

C235/17 11. COMMUNITY SAFETY HUB / SINGLE POINT OF CONTACT CONSULTATION

It was **RESOLVED** without dispute that the issue of how Anti-Social Behaviour is addressed in partnership with other agencies should be referred to a future meeting of the People and Communities Committee.

C236/17 12. ASSETS REGISTER UPDATE

Cllr Graham raised an issue concerning a CCTV camera, before it was **RESOLVED**, on the motion of Cllr Graham, seconded by Cllr Bettison, to note the updated Asset Register.

C237/17 13. PONTOONS

On the motion of Cllr Parkin, seconded by Cllr Gibson, it was **RESOLVED** to support this application.

C238/17 14. WINDING-UP OF A RESIDENTS ASSOCIATION

The Town Clerk's report having been introduced, Cllr Forbes proposed and Cllr Bettison seconded the recommendations. During the debate standing orders were suspended sufficiently to allow a member of the public to address council. The procedural motion that the debate move to a vote having been moved by Cllr Dixon, it was **RESOLVED** that council instruct the Town Clerk to prepare a new Section 6A to the Financial Regulations to encompass these suggestions, and that council delegate to the Budget and Administration Committee authority to approve the new Financial Regulations Section 6A.

C239/17 15. CIVIC CALENDAR

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

to note the report, and to accept the principle of a revised civic calendar designed to provide for a 'fallow' week in each month.

C240/17 16. RECRUITMENT UPDATE

The Town Clerk's update was noted.

C241/17 17. FORWARD PLAN

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

C242/17 18. BUDGET AND ADMINISTRATION COMMITTEE

- i. It was **RESOLVED** on the motion of Cllr Forbes, seconded by Cllr Roughead, to adopt the minutes of the meeting of the Budget and Administration Committee held on 12 February 2018 (noted at the meeting of 19 February 2018).
- ii. 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 March 2018.

C243/17 19. LOCAL SERVICES COMMITTEE

- i. It was **RESOLVED** on the motion of Cllr Gibson, seconded by Cllr Roughead to adopt the minutes of the meeting of the Local Services Committee held on 29 January 2018 (noted at the meeting of 19 February 2018).
- ii. It was **RESOLVED** on the motion of Cllr Gibson, seconded by Cllr Roughead to note the draft minutes of the meeting of the Local Services Committee held on 26 February 2018.

C244/17 20. PLANNING COMMITTEE

It was **RESOLVED** on the motion of Cllr Roughead, seconded by Cllr Graham to adopt the minutes of the meeting of the Planning Committee held on 13 February 2018.

C245/17 21. DATE OF NEXT MEETING

The next meeting of the Council will be held on Monday, 16 April 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/or staffing issues might be discussed.

At this point the Public withdrew.

C246/17 22. RECRUITMENT UPDATE

On the motion of the Mayor, seconded by Cllr Forrester, it was **RESOLVED** to appoint the successful candidate to the post.

C247/17 23. INFORMAL DISCUSSION ON FUTURE SERVICE PROVISION

An informal discussion took place to allow staff to understand the views of elected members on a matter not yet clear enough for a formal resolution to be moved.

At the meeting of Council held on Monday, 16 April 2018 it was **RESOLVED** to amend the draft minutes of Council on 26 March 2018 as follows:

C237/17

13. PONTOONS

On the motion of Cllr Parkin, seconded by Cllr Bettison, it was **RESOLVED** to support this application.