

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

**Minutes of an Extraordinary Meeting of the Town Council held on Tuesday 28 November 2017 at 6.30 pm at The Town Hall, Marygate, Berwick-upon-Tweed**

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

### **IN ATTENDANCE:**

Mr Gareth Davies, Town Clerk  
Steve Cozens, Assistant to the Clerk  
Joyce Benton, Sergeant-at-Mace  
2 representative of Tweed 1000  
County Councillor G Hill  
County Councillor C Seymour  
6 members of the public, 1 member of the press

### **OPEN SESSION**

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

#### **C143/17 1. APOLOGIES FOR ABSENCE**

Apologies for absence were received on behalf of: Cllrs A Bowlas, B Douglas and T Forrester.

#### **C144/17 2. MINUTES**

The minutes of the Berwick-upon-Tweed Town Council meeting held on 20 November 2017 were deferred until the next meeting of Council.

#### **C145/17 3. DISCLOSURE OF INTERESTS**

There were no disclosures of interests.

**C146/17 4. REQUEST FOR DISPENSATION**

There were no requests for dispensation.

**C147/17 5. TOWN MAYOR'S ANNOUNCEMENTS**

The Mayor thanked those councillors who attended the switching on of the Christmas lights, and reported on his attendance at the St Andrews Club Dinner and a Fund Raising event organized by County Councillor A Murray at Wooler.

**C148/17 6. TOWN COUNCIL NOTICE BOARDS**

The Town Clerk introduced his report, and, after a debate, it was **RESOLVED** to seek further quotes and to return the topic to the Local Services Committee, after reviewing both the current locations and future needs.

**C149/17 7. GRANT APPLICATION**

Standing orders were suspended sufficient to allow representatives of the applicant organization to address council. After standing orders had been resumed it was **RESOLVED** on the motion of Cllr Bettison, seconded by Cllr Forbes, to provide a grant of £1000 for materials; a named vote being requested, Cllrs Bettison, Bruce, Dixon, Forbes, Gibson, Graham, Lewis, Nichols, Parkin, Roughead, Smith, Stephenson and Thomson voted in favour of the motion and none against.

**C150/17 8. STAFFING REVIEW**

The Town Clerk introduced his report and it was **RESOLVED** on the motion of the Mayor

1. To approve the proposal of the Town Clerk to undertake a suitable recruitment process to appoint to a role provisionally designated as Project Officer / Deputy Clerk. The salary for the post will be based on the range Scale Points 26-29 initially, with the postholder moving to scale points 30-34 and the job title of Deputy Clerk on successful completion of agreed training in project management (e.g. Foundation Certificate Prince II) and the Certificate in Local Council Administration,
2. That this be a time limited post, initially for three years, but with the potential for council to make the post permanent if they so desire, and

3. To delegate to the Budget and Administration Committee authority to authorize the job description for this post, the recruitment process, and to appoint the councillors to oversee the recruitment process and interviews required.

**C151/17**      **9. BUDGET 2018-19**

The Town Clerk began the debate by explaining the proposed changes to the previous budget, and the project precept increase requirement of £18,083.

Standing Orders were suspended to allow County Cllr Georgina Hill to address council. Standing Orders were further suspended to allow a member of the public to address council. After a full debate it was proposed by Cllr Graham seconded by Cllr Forbes, to postpone the setting of the budget until after the Freeman Trust Schedule III contribution had been received. Cllrs Roughead, Graham, Parkin, Smith and Forbes voted in favour of the motion and Cllrs Lewis, Bettison, Nichols, Bruce, Dixon, Stephenson, Gibson and Thomson voted against, so the motion fell.

On the motion of Cllr Gibson, seconded by Cllr Bruce it was **RESOLVED** to adopt the proposed budget, including the precept requirement increase of £18,083, and to refer the issue of the Financial Regulations to the Budget and Administration Committee.

**C152/17**      **10. DATE OF NEXT MEETING**

The next meeting of the Council will be held on Monday, 18 December 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.

**C153/17**      **11. FUTURE LOCAL SERVICES ARRANGEMENTS**

It was **RESOLVED** without dispute to convene a meeting of councillors with Officers of Northumberland County Council to discuss the proposed Service

Level Agreement.

**C154/17**      **12. STAFFING REVIEW**

It was **RESOLVED**, after considering the report of the Town Clerk, to delegate to the Town Clerk authority to address the issues raised, and to resolve them on a compromise basis that brings these issues to a close.

**C155/17**      **13. FUTURE TOURISM ADVICE PROVISION IN BERWICK**

It was **RESOLVED** without dispute to appoint a committee of Cllrs Forbes, Bruce and Roughead to oversee this transaction.

At the meeting of Council held on Monday, 22 January 2018 it was **RESOLVED** that minute C151/17 should read as follows:

The Town Clerk began the debate by explaining the proposed changes to the previous budget, and the project precept increase requirement of £18,083.

Standing Orders were suspended to allow County Cllr Georgina Hill to address council.

Standing Orders were further suspended to allow a member of the public to address

council. After a full debate it was proposed by Cllr Graham seconded by Cllr Forbes, to

postpone the setting of the budget until after the Freemen Trust Schedule III contribution

had been received. Cllrs Roughead, Graham, Parkin, Smith and Forbes voted in favour of

the motion and Cllrs Lewis, Bettison, Nichols, Bruce, Stephenson, Gibson and Thomson

voted against, so the motion fell.

On the motion of Cllr Gibson, seconded by Cllr Bruce it was **RESOLVED** to adopt the

proposed budget, including the precept requirement increase of £18,083, and to refer the

issue of the Financial Regulations to the Budget and Administration Committee. Cllrs

Lewis, Bettison, Nichols, Bruce, Stephenson, Parkin, Gibson and Thomson voted for the

motion, and Cllrs Forbes and Roughead against the motion.