

BERWICK-UPON-TWEED TOWN COUNCIL

Minutes of a Meeting of the Town Council held on Monday 29 July 2013 at 6 pm at The Town Hall, Marygate, Berwick-upon-Tweed

PRESENT:

Councillors:	I Hunter (Town Mayor)	J Robertson
	H Bettison	G Roughead
	P Elliott	C Seymour
	T Forrester	F Simpson
	G Hill	J Stephenson
	G Jones	A Turnbull
	J Lang	

IN ATTENDANCE:

S Finch, Town Clerk
S Cozens, Assistant to the Clerk
Forbes Grant, Mayor's Consort
Michael Richardson, Sheriff
Kate Stephenson, Sheriff's Lady
J Benton, Sergeant-at-Mace
Jen Hall, Manager of Berwick CAB
6 members of the public

The Town Mayor welcomed everyone present to the meeting.

OPEN SESSION

A member of the public asked why the Jubilee Lamp on Marygate is never switched on. It was explained that this was a matter for Northumberland County Council and the issue would be referred to them.

CO25/13

1. APOLOGIES FOR ABSENCE

Apologies for absence had been accepted from: Councillors I Dixon (personal) and A Gibson (holiday).

Absent: Councillor J Beresford.

CO26/13

2. MINUTES

- (i) The minutes of the Berwick-upon-Tweed Town Council meeting held on 24 June 2013 were agreed and signed as a correct record.
- (ii) To note the attachment appended to these minutes which is the full text of the minute required by the Council's bankers in relation to the change in cheque signatories agreed under Council minute CO13/13.

CO27/13

3. DISCLOSURE OF INTERESTS

Councillor G Jones declared a personal interest in Item 8 (Northumberland Coast AONB Management Plan Review);

Councillor F Simpson declared a personal interest in Item 6 (Citizens Advice Bureau) and Item 7 (Alzheimer's Society).

CO28/13

4. REQUEST FOR DISPENSATION

There were no requests for dispensation.

CO29/13

5. TOWN MAYOR'S ANNOUNCEMENTS

The Mayor reported on events attended since the last Council meeting and also proposed a letter of congratulations be sent to the Duke and Duchess of Cambridge on the birth of their son Prince George Alexander Louis.

CO30/13

6. CITIZENS ADVICE BUREAU

Jen Hall, Manager at Berwick CAB, gave a verbal update on the previously circulated report. She explained that in April and May 2012 funding for two major long-running projects had ended while funding had been received for a dedicated telephone service on Tuesday's for the next 12 months. Unfortunately the CAB struggled to attract additional volunteers. There were more people contacting the CAB who were having problems with income, largely due to problems with their benefit claims.

Members noted the valuable support and advice given to residents who were experiencing benefit problems. The Town Council had provided funding previously because of the increasingly important work being done by the CAB and it was hoped this funding would continue in the future.

The Mayor thanked Jen for attending the meeting.

CO31/13

7. ALZHEIMER'S SOCIETY

The Town Council had been approached by the Alzheimer's Society with a proposal, which had been circulated, to make Berwick-upon-Tweed a Dementia Friendly Town. The Clerk added that whilst dementia was not confined to older people Berwick was now forecast to have over 45% of its population over 65 by

2031, a percentage equalled only by two other locations in England.

RESOLVED: To agree to work in association with Alzheimer's Society to develop Berwick-upon-Tweed as a Dementia Friendly Town.

CO32/13

8. NORTHUMBERLAND COAST AONB MANAGEMENT PLAN REVIEW

The Council had been invited to comment on the Northumberland Coast AONB Management Plan Review. Councillor Robertson proposed that the Council also consider asking for a review of the AONB boundaries, with a view to Berwick-upon-Tweed being included. Members agreed that this proposal should be considered as part of the response to the Northumberland Coast AONB Management Plan Review.

RESOLVED: That Councillors P Elliott, I Hunter, G Jones, J Lang, J Robertson and A Turnbull formulate a response to the Northumberland Coast AONB Management Plan Review.

CO33/13

9. STANDING ORDERS

Councillor G Hill explained that the 'Amendments to Standing Orders' was a new proposal and not an amendment to the previously revised Standing Orders.

Members considered the recommendation put forward by Councillor H Bettison. It was proposed that the Mayor wear Civic Chains to Full Council meetings rather than being fully robed. The proposal that the Deputy Mayor be confirmed as Mayor and nominations be sought for a new Deputy Mayor at an informal meeting prior to the Annual Meeting was withdrawn due to issues of legality.

RESOLVED: (i) To consider the Amendments to Standing Orders, proposed by Councillor G Hill and seconded by Councillor J Stephenson, and in accordance with Standing Order 79 adjourn this item without discussion to the next ordinary meeting of Council; and (ii) That the Mayor wear Civic Chains to meetings of the Full Council.

CO34/13

10. IMPROVING COUNTY COUNCIL/TOWN COUNCIL MEETINGS

The Clerk advised that twice yearly meetings were held between the County Council and Town and Parish Councils. These were arranged on a regional basis, and were intended to provide Town and Parish Councils with an opportunity to express their views on a range of strategic issues.

There had been limited attendance by members, but it was noted the meetings did not provide an opportunity for detailed discussion because of time constraints and agenda length. Members were requested to email their views to the Clerk

who would formulate a response.

CO35/13

11. COUNTY COUNCILLOR REPORTS

Members considered a proposal by Councillor T Forrester that at all Council meetings a report is received from the three County Councillors about what is happening in their divisions and within the County as a whole.

RESOLVED: To agree the proposal by Councillor T Forrester.

CO36/13

12. COUNCIL SEATS

Councillor J Stephenson gave a verbal update on the previously circulated report, outlining costs already incurred and projected costs for refurbishing and maintaining public seats; he acknowledged the generous contributions of Berwick Preservation Trust and the Civic Society. He said that members of the Finance and Resources Committee had expressed concerns about the financial implications of the immediate and on-going maintenance costs of seats in the Town Council area, and proposed to set up a group including both councillors and representatives of the community, which would report to the Environment and Regeneration Committee.

RESOLVED: To establish a Councillor and community task group to review the locations, and maintenance and replacement costs of the Council's seats; the group would report to the Environment and Regeneration Committee.

CO37/13

13. PLANNING COMMITTEE

RESOLVED: To adopt the minutes of the meetings of the Planning Committee held on 28 May 2013 and 25 June 2013.

CO38/13

14. EVENTS COMMITTEE

RESOLVED: To adopt the minutes of the meeting of the Events Committee held on 3 June 2013.

CO39/13

15. ENVIRONMENT AND REGENERATION COMMITTEE

RESOLVED: To adopt the minutes of the meeting of the Environment and Regeneration Committee held on 10 June 2013.

CO40/13

16. FINANCE AND RESOURCES COMMITTEE

RESOLVED: To adopt the minutes of the meeting of the Finance and Resources Committee held on 17 June 2013.

CO41/13

17. REPRESENTATION ON OUTSIDE BODIES

RESOLVED: Councillor T Forrester to represent the Town Council on Berwick Events Group.

Councillor Forrester would put himself forward for membership of the Town Council Events Committee.

CO42/13

18. DATE OF NEXT MEETING

The next meeting of the Council would be held on Monday 23 September 2013 at 6 pm in the Town Hall.

The Council considered the Barclays Customer Agreement and other documents which the Bank had provided and resolved that:

1. the Council
 - a. appoint Barclays Bank PLC (the Bank) as the Council's bankers;
2. the Council accepts the terms of the Barclays Customer Agreement and confirm such acceptance to the Bank by completing Bank's form of Appointment of Bankers;
3. the Council authorises any individual named in section 2 (an 'authorised person') to:
 - a. enter into any other agreements with the Bank (including banking facilities and indemnities) which they consider to be in the interests of the Council from time to time; and
 - b. give instructions concerning the operation of the Council's bank accounts and otherwise communicate with the Bank in each case in writing or verbally in accordance with the Customer Agreement; and
 - c. register the Council for the Bank's computer and telephone banking services.

It is noted that if the Council has registered for the Bank's computer and telephone banking services, any authorised person(s) acting in accordance with the current approval process for the services would be responsible for amending the Council's 'customer profile' which (among other things) determines:

- the accounts that can be accessed by computer or telephone;
- security procedures and the number of individuals required to approve each instruction issued to the Bank (approval process);
- the individuals ('users') allowed to use the service for making payments and other purposes (within specified limits).

It is also noted that the Bank is entitled to act on all instructions given by a User in accordance with the correct security procedures until the Council notifies the appropriate computer and telephone banking service the User is no longer authorised to act for it.