

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

**Minutes of the Town Council Environment and Regeneration Committee Meeting held on Monday, 9 June 2014 at 6.00 pm at The Town Hall, Marygate, Berwick-upon-Tweed**

### **PRESENT:**

Councillors: I Hunter (In the Chair for Item 1)  
J Robertson (In the Chair for Item 2 onwards)  
P Elliott  
A Gibson  
G Hill  
G Roughead  
F Simpson  
A Turnbull

### **IN ATTENDANCE:**

S Finch, Town Clerk  
S Cozens, Assistant to the Clerk  
J Benton, Sergeant-at-Mace  
10 members of the public

#### **ER001/14 1. ELECTION OF CHAIRMAN**

**RESOLVED: That Councillor J Robertson be appointed Chairman of the Environment and Regeneration Committee for the year 2014-15.**

The Chairman took the Chair for the remainder of the meeting.

#### **ER002/14 2. APOLOGIES FOR ABSENCE**

Apologies for absence had been accepted from: Councillors I Dixon (personal) and J Stephenson (unwell).

#### **ER003/14 3. APPOINTMENT OF VICE CHAIRMAN**

**RESOLVED: That Councillor A Turnbull be appointed Vice Chairman of the Environment and Regeneration Committee for the year 2014-15.**

#### **ER004/14 4. MINUTES OF THE LAST MEETING**

The minutes of the meeting held on 10 March 2014 were agreed and signed as a correct record.

**ER005/14**      **5. STATEMENTS BY THE PUBLIC**

Concerns were raised regarding the Tourism Forum and its aims, membership, decision making authority and perceived spending. Other concerns that were mentioned included the cleaning of the beach and the toilets at Spittal. It was explained that these were Northumberland County Council issues.

**ER006/14**      **6. DISCLOSURE OF INTERESTS**

Councillor P Elliott declared a personal interest in Item 12 (Portas Pilot);  
Councillor A Gibson declared a personal interest in Item 9 (Parade Kiosk);  
Councillor I Hunter declared a personal and disclosable pecuniary interest in Item 12 (Portas Pilot);  
Councillor J Robertson declared a personal and disclosable pecuniary interest in Items 8 (AMT Town Benchmarking Report), 10 (Hoppa Bus), 12 (Portas Pilot), 13 (Car Parking) and 14 (Tourism Forum);  
Councillor G Roughead declared a personal interest in Item 10 (Hoppa Bus).

**ER007/14**      **7. REQUEST FOR DISPENSATION**

(i) Requests for dispensation enabling them to participate in discussion and voting on Items 8, 10, 12, 13 and 14 were received from Councillor J Robertson; and on Item 12 were received from I Hunter.

[NOTE: Councillor I Hunter's and J Robertson's requests for dispensation for Item 12 (Portas Pilot) were received for the year 2014-15.]

(ii) The Council agreed to the dispensations requested.

**ER008/14**      **8. AMT TOWN BENCHMARKING REPORT**

Members noted the report and considered whether the data should be refreshed annually.

**RESOLVED: (i) That the results of the AMT Benchmarking Report be considered by the Strategy and Policy Working Group who would report back to the Environment and Regeneration Committee; and (ii) That the costs of a follow-up survey should be established.**

**ER009/14**      **9. PARADE KIOSK**

Members agreed that the idea of providing a notice board and light at the Parade Kiosk could be explored.

**ER010/14**      **10. HOPPA BUS**

It was noted that further grant aid had been received to enable the service to continue and to be extended along Dock Road. Members discussed signage for the Hoppa Bus and costs including the concessionary fares.

**RESOLVED: (i) To note the 2014 arrangements for the Hoppa Bus; (ii) To agree the use of the marketing budget to fund promotional hop-on hop-off leaflets; and (iii) To agree the preparation of costed proposals for improved signing and promotion of the service.**

**ER011/14**

## **11. SIGNPOSTING CONSULTATION**

Members considered the consultation on the proposed changes to Traffic Signs Regulations and General Directions. It was noted that signs indicating the present county boundaries, historic county boundaries and designated geographical areas are dealt with by Northumberland County Council.

**RESOLVED: (i) To agree in principle to photographic boundary signs on the condition that the Town Council is consulted; and (ii) To support the proposal to include a new definition of tourist destination for England within TSRGD.**

**ER012/14**

## **12. PORTAS PILOT**

Councillor J Robertson reported on his meeting held with Barry Rowland of Northumberland County Council and John Osborne of Department for Communities and Local Government who were satisfied with the set-up and terms of reference of the group. Training would be offered and a press release would be issued shortly to clarify arrangements to the public.

The possibility of providing £500 for signs in the Butter Market at the Town Hall was being explored.

There would be a report on Portas Pilot at every meeting of the Environment and Regeneration Committee.

**ER013/14**

## **13. CAR PARKING**

To consider the impact to date of the introduction of free parking, in order to provide feedback to Northumberland County Council.

Members considered the impact of free parking on the town. The general feeling of the Committee was that people from the outlying rural areas and the workforce from, for example, the trading estates were being attracted into the town and using the Long Stay parking, which was leading to concern due to car parks

persistently being full.

**RESOLVED: The Assistant to the Clerk, in discussion with Councillor J Robertson, to formulate a response from the comments that Members provided at the meeting.**

ER014/14

#### **14. TOURISM FORUM**

Concerns were raised that the Tourism Forum (which was an informal group) had become an approval body for expenditure by others but it was explained that this was not the case.

**RESOLVED: (i) To note the report on the Tourism Forum; and (ii) To recommend that the Strategy and Policy Working Group re-visit the Terms of Reference of the Tourism Forum.**

ER015/14

#### **15. BUS SHELTER CONTRACT**

Members considered future possible arrangements for bus shelters that are maintained by Clear Channel as the contract would end on the 20 February 2015 and Clear Channel had indicated to the Council it did not wish to renew it.

**RESOLVED: (i) To accept the shelters on termination of the contract; (ii) To explore potential advertising opportunities of the bus shelters; and (iii) To go out to tender for the maintenance and cleaning of all shelters in the ownership of the Town Council.**

ER016/14

#### **16. VENETIAN PAVILION**

Members noted the correspondence from Northumberland County Council stating they had received an eligible nomination from Spittal Improvement Trust to list the Venetian Pavilion as an Asset of Community Value under the Community Right to Bid scheme.

ER017/14

#### **17. APPLICATIONS FOR FINANCIAL ASSISTANCE**

- (i) No applications had been received under the BEES Scheme.
- (ii) **RESOLVED: Not to provide support to Berwick Film & Media Arts Festival to help pay for PR in their role as a platform in the 'Choose Berwick for the Scottish Independence Referendum campaign' and to recommend they approach Northumberland County Council.**
- (iii) Members agreed, in principle, to the Town Council taking on the cost and responsibility of planting the wheelbarrow up and maintaining it on the condition it was not placed on Morrison's roundabout and instead sited in a safe location.

**ER018/14**

**18. APPOINTMENTS TO OUTSIDE BODIES**

No invitations had been received.

**ER019/14**

**19. DATE OF NEXT MEETING**

The next meeting would be held on Monday 14 July 2014 at 6.00pm.