

## BERWICK-UPON-TWEED TOWN COUNCIL

**Minutes of the Town Council Finance and Resources Committee Meeting held on Monday, 17 January 2012 at 6.00 pm in the Ante Room at The Town Hall, Marygate, Berwick-upon-Tweed**

### **PRESENT:**

Councillors: I Hunter (Chair)  
A Bowlas  
G Hill  
J Robertson  
F Simpson  
J Waterhouse

### **IN ATTENDANCE:**

S Finch, Town Clerk

S Cozens, Assistant to the Clerk

#### **F064/11 1. APOLOGIES FOR ABSENCE**

There were no apologies for absence.

#### **F065/11 2. MINUTES OF THE LAST MEETING**

The minutes of the meeting held on 19 December 2011 were agreed and signed as a correct record.

#### **F066/11 3. STATEMENTS BY THE PUBLIC**

There were no members of the public present.

#### **F067/11 4. DISCLOSURE OF INTERESTS**

There were no disclosures of interest.

#### **F068/11 5. AUTHORISATION OF PAYMENTS**

**RESOLVED: To authorise the payments listed in the appendix to these minutes.**

#### **F069/11 6. STATEMENT OF RECEIPTS AND PAYMENTS**

**RESOLVED: To note the statement of receipts and payments to 10 January 2012.**

**F070/11**                    **7. FINANCIAL ISSUES RAISED BY OTHER BODIES**

There were no issues requiring consideration.

**F071/11**                    **8. DELEGATED DECISIONS**

The following decisions had been agreed under delegated powers.

[Standing Orders: Where matters require urgent attention outside the meeting schedule, authority to make decisions delegated to the Clerk in discussion with two of: the Town Mayor, Deputy Town Mayor and the Chairman of one Standing Committee. Any such decision should be reported to the next meeting of Council or relevant Committee].

**RESOLVED: That the Town Council should take a full-page advertisement about Berwick-upon-Tweed in the Northumberland Holiday Guide (£1600).**

**RESOLVED: That the Town Council should meet the cost of up-lifting benches in West End for the purposes of restoration (£280).**

**F072/11**                    **9. DATA PROTECTION ACT AND COUNCILLORS**

The Clerk distributed a report dealing with the Data Protection Act and recommended that Councillors register themselves under this Data Protection Act.

**Resolved: Further consideration is required before Councillors make a decision.**

**F073/11**                    **10. YOUTH COUNCIL**

The Council received a report prepared by PIPAN (Lorna Chappell) establishing the level of interest in a Youth Council.

**Resolved: To instruct PIPAN (Lorna Chappell) to begin the process of setting-up a Youth Council.**

**F074/11**                    **11. RETIREMENT PAYMENTS**

The Clerk and Assistant to the Clerk left the room during discussion of this item.

**RESOLVED: (i) The Town Council to join the NEST Pension Scheme for current staff; and (ii) That the possibility of a lump sum payment into the pension be explored as a back payment.**

**F075/11**                    **12. BUS SHELTERS CONTRACT**

The meeting agreed the spare Bus Shelter from Golden Square could replace the

shelter at the top of Highcliffe.

**Resolved: Further investigation is required in to the current contracts which should include opening dialogue with Clear Channel.**

**F076/11**

### **13. THE LIONS ALLOTMENTS**

Berwick Preservation Trust has asked the Town Council to take over the running of the Lions Allotments on a lease basis. At the Environment and Regeneration Committee Meeting held on the 16 January 2011 it was agreed to set-up a sub-committee under delegated powers to investigate this further.

**RESOLVED: To agree to the proposal of the Environment and Regeneration Committee Meeting held on the 16 January 2011.**

**F077/11**

### **14. SITES OF COMMUNITY VALUE**

Concerns have been raised that Sites of Community Value may be lost to developers. The meeting noted that potential Sites of Community Value may be nominated as such under the Localism Act.

**RESOLVED: To create a sub-group of the Finance and Resources Committee to investigate current and future sites of concern.**

**F078/11**

### **15. DATE OF NEXT MEETING**

The next meeting would be held on Tuesday, 06 March 2012 at 6 pm in the Ante-Room, Town Hall.

**Berwick-upon-Tweed Town Council**  
**DRAFT PAYMENTS LIST: Vouchers 206 to 225**

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<b>Vchr.</b>	<b>Cheque</b>	<b>Cde.</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
206	100393	44	Blachere Illumination	Festive Lighting	699.42
207	100394	21	NCN IT Solutions	IT support	414.00
208	100395	25	Viking	Stationery	56.70
209	100396	38	Shiel Morrison	Printing	239.00
210	BACS	19	BT	Telecoms	104.02
211	100397	18	Northumbrian Water	Water services	38.46
212	100398	38	Berwick Concert Band Society	Remembrance Day Band	100.00
213	100399	60	Berwick Record Office	Freemen descents	78.00
214-220	100400	1	Northumberland County Council	Salaries	3,970.72
221	100401	26	Capital Solutions	Photocopies	19.68
222	Direct	16	British Gas	Gas	9.83
223	Direct	17	British Gas	Electricity	75.24
224	BACS	28	Zurich Municipal	Insurance - play area	274.24
225	Direct	16	British Gas	Gas	11.08
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<b>TOTAL</b>					<b>6,090.39</b>