

BERWICK-UPON-TWEED TOWN COUNCIL

**Minutes of the Town Council People and Communities Committee Meeting held on
Tuesday, 05 September 2017 at 6.30pm in the Town Hall, Marygate, Berwick-upon-Tweed**

PRESENT:

Councillors: K Graham (Chair)
R Bruce
I Dixon
H Nichols
B Parkin
L Stephenson

IN ATTENDANCE:

S Cozens, Assistant to the Clerk

Cllr G Smith

1 member of the public.

OPEN SESSION

The A1 Dualling Option, which had been selected, was raised as there were concerns that potential hold-ups would affect emergency services.

PC015/17 1. APOLOGIES FOR ABSENCE

Apologies for absence had been accepted from: Cllrs H Bettison, B Douglas and G Roughead.

PC016/17 2. MINUTES OF THE LAST MEETING

The minutes of the meeting held on Monday, 3 July 2017 were agreed and signed as a correct record.

PC017/17 3. DISCLOSURE OF INTERESTS

There were no disclosures of interests.

PC018/17

4. REQUEST FOR DISPENSATION

There were no requests for dispensation.

PC019/17

5. GRANTS

Members considered the report and **RESOLVED** to adopt the following grant guidelines:

1. Grants will be awarded to promote BTCs aims as set out in its mission statement:
 - Promote the economic growth of Berwick, Spittal and Tweedmouth
 - Encourage people to visit Berwick, Spittal and Tweedmouth
 - Maintain the environment of Berwick, Spittal and Tweedmouth
2. Grants will only be awarded to independent organisations based and/or active in the BTC area, open to anyone to join, with a constitution and bank account controlled by at least two members.
3. Grants will not be awarded to organisations whose main purpose is to influence public policy or to engage in political campaigning. The making of grants to organisations providing advice or support to individuals will be reserved to council.
4. Grants will be up to a maximum of £2500 per grant, and where there are multiple grant applications from the same organisation in one civic year they shall not total more than £2500.
5. Grants may be used for purchase or hire of equipment, insurance or the cost of hiring external labour or support for activities. This may include the cost of attracting speakers or facilitators.
6. Applications will need to be supported by an explanation of the outcomes the expenditure is intended to achieve, and the way in which those outcomes relate to the objectives in paragraph 1 (above).
7. Applicants will be expected to demonstrate how, especially in the procurement of items costing more than £100, they will achieve value for money.
8. It shall be a standard condition of the making of grants that no payments shall be made except against invoices submitted.
9. Grants will not be given:
 - To individuals
 - For entertainment or food and drink

- For the hire of venues on a regular basis.
- To organisations donating all or most of their income to charity

10. Berwick-upon-Tweed Town Council will not normally fund 100% of the project costs. Applicants will be expected to provide evidence of their overall budget and their fundraising efforts.

With reference to point number 4 of the guidelines, the committee noted paragraph 1.4 (below) of the report.

- 1.4 Existing practice has been for events which are an established part of the council calendar, such as the Tweedmouth Feast, Spittal Seaside Festival and Riding of the Bounds to be treated as the recipients of grants. It is arguable that this is not helpful, and that these three events should be treated as events the council part funds, in collaboration with the organisers, not as grant applications. On such occasions council will agree criteria for the event and its management that are at least to the same standards as those below, via the normal council reporting and budgetary process.

PC020/17

6. GRANT APPLICATION

On the motion of Cllr K Graham, seconded by Cllr I Dixon, it was **RESOLVED** to offer a grant of £2000 as per the recommendations in the report.

PC021/17

7. DATE OF NEXT MEETING

The date of the next meeting would be Monday, 2 October 2017 at 6.30 pm.