

BERWICK-UPON-TWEED TOWN COUNCIL

Minutes of a meeting of the Town Council held on Monday 12 April 2021 at 6.00 pm via video conferencing.

PRESENT:

Councillors:	A Forbes (Town Mayor)	M Greener
	H Bettison	H Lindsay
	A Bowlas	B Parkin
	C Bruce	C Raybould
	T Forrester	L Stephenson
	A Gibson	

IN ATTENDANCE:

Mr Gareth Davies, Town Clerk

Steve Cozens, Assistant to the Clerk

Joyce Benton, Sergeant-at-Mace

The meeting was available live via YouTube.

C542/19

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs C Lewis, G Roughead and G Smith.

C543/19

2. MINUTES

On the motion of Cllr T Forrester, seconded by Cllr H Lindsay, the minutes of the meeting of Berwick-upon-Tweed Town Council held on 22 March 2021 were agreed and signed as a correct record.

C544/19

3. DISCLOSURE OF INTERESTS

There were no disclosures of interest.

C545/19

4. REQUEST FOR DISPENSATION

There were no requests for dispensation.

C546/19

5. TOWN MAYOR'S ANNOUNCEMENTS

The Mayor announced that their final event will be the Mayor's Big Dip in conjunction with Berwick Cancer Cars and, after providing an update, encouraged those in attendance to promote the event.

C547/19

6. CORRESPONDENCE

- i. Members **RESOLVED** to note the Correspondence Log.
- ii. Correspondence had been received from the Berwick Film Festival on behalf of the 4 autumn festivals setting out proposals for extra spending to promote the festivals in 2021.

Cllr H Bettison proposed, and Cllr C Bruce seconded that an additional £4k be made available to the Berwick Autumn Festivals. After Council had debated the topic, Cllr H Bettison proposed an alternative motion to her original proposal. After which, on the motion of Cllr H Bettison, seconded by Cllr A Gibson, Council **RESOLVED** that an additional £2.5k be made available to the Berwick Autumn Festivals for 2021 on the provisions that a work plan be agreed prior to the event, to be approved by the Mayor and Deputy Mayor, and the commitment be reviewed on a 1 year cycle.

- iii. The Friends of Berwick Castle Parks had submitted correspondence enquiring of the application criteria. Council unanimously **RESOLVED** to instruct the Town Clerk to inform the Friends of Berwick Castle Parks of the Town Council's grant funding application criteria and to provide them with the grant application form.

This meeting of the Council was adjourned to approve the outstanding minutes of the Standing Committees.

At the close of the Staffing and Corporate Resources Committee, this meeting of Council resumed.

C548/19

7. ANNUAL GENERAL MEETING

The Town Clerk introduced the item by updating Members that, since the report was written and published, HM Government have indicated they wish to support actions to change the definition of a meeting to the effect that virtual remote meetings will become lawful.

Therefore, the holding of the Annual General Meeting on a virtual basis would be an option, if an announcement on the legalities of remote meetings is made in an appropriate timescale. However, should there be a delay of any announcements, the proposals set out in the report could be considered as an alternative option.

On the motion of Cllr A Gibson, seconded by Cllr T Forrester, Council **RESOLVED** to accept the explanation of the Town Clerk as a way forward.

C549/19

8. SUMMARY OF INCOME FOR FINANCIAL YEAR 2020-21

The Town Clerk introduced the item before Members asked a number of questions. After which Council unanimously **RESOLVED** to note the report.

C550/19

9. WELCOME SIGNS: RAISED FLOWER-BEDS

After the item was introduced by the Assistant to the Clerk, on the motion of Cllr A Forbes, seconded by Cllr C Bruce, Council **RESOLVED** to insert 1 advert in both the Southern Reporter and Newcastle Chronicle, and further **RESOLVED** that if no expressions of interest are received, then alternative materials and solutions should be explored.

C551/19

10. SPITTAL PLAY AREA

The Assistant to the Clerk introduced the item, after which, on the motion of Cllr A Bowlas, seconded by Cllr C Bruce, Council **RESOLVED** to approve the quote contained within the background paper, and noted that the Local Services Committee would receive reports of warranty and installation inspections.

C552/19

11. FORWARD PLAN

The Town Clerk updated Council that Officers are populating the Forward Plans for Council and Committees for the new municipal year, after which, it was **RESOLVED** to note the Forward Plan.

C553/19

12. BUDGET AND ADMINISTRATION COMMITTEE

It was **RESOLVED** on the motion of Cllr A Forbes, seconded by Cllr A Gibson to adopt the minutes of the meeting of the Budget and Administration Committee held on 09 March 2021 (noted at the meeting of 22 March 2021).

C554/19

13. LOCAL SERVICES COMMITTEE

It was **RESOLVED** on the motion of Cllr A Gibson, seconded by Cllr H Bettison to adopt the minutes of the meeting of the Local Services Committee held on 01 March 2021 (noted at the meeting of 22 March 2021).

C555/19

14. PEOPLE AND COMMUNITIES COMMITTEE

It was **RESOLVED** on the motion of Cllr A Gibson, seconded by Cllr C Raybould to adopt the minutes of the meeting of the People and Communities Committee held on 12 January 2021 (noted at the meeting of 25 January 2021).

C556/19

15. PLANNING COMMITTEE

- i. It was **RESOLVED** on the motion of Cllr A Gibson, seconded by Cllr T Forrester to adopt the minutes of the meeting of the Planning Committee held on 08 March 2021 (noted at the meeting of 22 March 2021).
- ii. It was **RESOLVED** on the motion of Cllr C Raybould, seconded by Cllr C Bruce to adopt the minutes of the meeting of the Neighbourhood Plan Sub-Committee held on 03 November 2020 (noted at the meeting of 15 December 2020).
- iii. It was **RESOLVED** on the motion of Cllr C Bruce, seconded by Cllr C Raybould to adopt the minutes of the meeting of the Neighbourhood Plan Sub-Committee held on 29 January 2021 (noted at the meeting of 22 February 2021).
- iv. On the motion of Cllr T Forrester, seconded by Cllr C Raybould, Council **RESOLVED** to suspend Standing Orders sufficiently to allow a previous decision to be re-considered. After which Council further **RESOLVED** to approve the process, set out by Officers, and received at its meeting of 22 February 2021, as a way forward for the Neighbourhood Plan.

C557/19

16. STAFFING AND CORPORATE RESOURCES COMMITTEE

It was **RESOLVED** on the motion of Cllr T Forrester, seconded by Cllr A Gibson to adopt the minutes of the meeting of the Staffing and Corporate Resources Committee held on 26 January 2021 (noted at the meeting of 22 February 2021).

C558/19

17. DATE OF NEXT MEETING

The next meeting of the Council will be held on Monday, 17 May 2021 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 items of business on the basis that public discussion might prejudice the Council's position and staffing or personal issues might be discussed.

At this point the live link to YouTube was switched off.

C559/19

CORRESPONDENCE

The Town Clerk updated Council on correspondence with solicitors and a review of procedures. After which Council unanimously **RESOLVED** to note the update.

C560/19

IT PROCUREMENT

The item was introduced by the Town Clerk, who updated Council on the meeting of the Working Group and the Expressions of Interest they considered. After which, on the motion of Cllr H Bettison, seconded by Cllr T Forrester, Council **RESOLVED** to accept the recommendation of the working group as to the way forward.