

## BERWICK-UPON-TWEED TOWN COUNCIL

**Minutes of the Town Council Budget and Administration Committee Meeting held on Tuesday, 13 July 2021 at 6.00pm in the Town Hall, Marygate, Berwick-upon-Tweed**

### **PRESENT:**

Councillors:	H Lindsay (Chair)	A Gibson
	G Brown	M Greener
	R Bruce	G Smith
	A Forbes	A Williams

### **IN ATTENDANCE:**

Mr Gareth Davies, Town Clerk

0 members of the public.

#### **BA020/21 1. OPEN SESSION**

There were no questions asked by members of the public present; in response to a written question the Town Clerk clarified that the Financial Regulations had not been adopted in May 2021, but that the draft regulations had been bound up in covers anticipating that outcome. In response to a question the Town Clerk confirmed that the previous Financial Regulations were, therefore, still in force.

#### **BA021/21 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs A Bowlas, C Bruce and C Raybould.

#### **BA022/21 2. MINUTES OF THE LAST MEETING**

On the motion of Cllr A Forbes, seconded by Cllr A Williams, the minutes of the meeting held on Tuesday, 15 June 2021 were agreed and signed as a correct record.

#### **BA023/21 3. DISCLOSURE OF INTERESTS**

There were no disclosures of interests.

#### **BA024/21 4. REQUEST FOR DISPENSATION**

There were no requests for dispensation.

**BA025/21**      **5. NOTIFICATION OF PAYMENTS MADE BY BERWICK-UPON-TWEED TOWN COUNCIL**

It was **RESOLVED** without division to note the schedule of payments.

**BA026/21**      **6. INTERNAL AUDIT REPORT**

The Town Clerk provided an update on the Internal Audit report and confirmed that the issues raised therein would be added to the Forward Plan for future meetings.

**BA027/21**      **7. BRACKETS**

The Town Clerk provided an update on the process of obtaining contractors to inspect the brackets, and agreed to adopt a suggestion from a member that a sample batch of brackets be inspected first to enable a view of the likely outcome off the whole process to be formed.

**BA028/21**      **8. FINANCIAL REGULATIONS**

The Town Clerk introduced the change log, as circulated, and members **RESOLVED**, without division, to undertake a further informal meeting once all members had taken the opportunity to review the documents.

**BA029/21**      **9. CORRESPONDENCE**

Members noted the update from the Town Clerk concerning relationships with the council's existing bankers and requested the Town Clerk to provide further updates.

**BA030/21**      **10. FORWARD PLAN**

It was **RESOLVED** to note the Forward Plan and to accept the likely amendments to it to accommodate the outcomes of the Internal Audit.

**BA031/21**      **11. DATE OF NEXT MEETING**

The date of the next meeting will be Tuesday 10 August 2021 at 6.00 pm.