

BERWICK-UPON-TWEED TOWN COUNCIL

Minutes of the Town Council Budget and Administration Committee Meeting held on Tuesday, 15 March 2022 at 6.00pm in the Northern View, Highcliffe, Spittal, Berwick-upon-Tweed.

PRESENT:

Councillors:	H Lindsay (Chair)	P Jackson
	A Forbes	C Raybould
	A Gibson	J Robertson
	M Greener	A Williams

IN ATTENDANCE:

Mr Gareth Davies, Town Clerk
Steve Cozens, Assistant to the Clerk
Cty Cllr C Seymour
0 members of the public

- BA100/21 1. OPEN SESSION**
Cty Cllr C Seymour asked if there were any plans to light the beacon located on the Town Walls for the Platinum Jubilee to which the Town Clerk provided an answer.
- BA101/21 2. APOLOGIES FOR ABSENCE**
Apologies for absence were received from Cllrs A Bowlas, C Bruce, and R Bruce.
- BA102/21 3. MINUTES OF THE LAST MEETING**
On the motion of Cllr M Greener, seconded by Cllr J Robertson, the minutes of the meeting held on Tuesday, 15 February 2022 were agreed and signed as a correct record.
- BA103/21 4. DISCLOSURE OF INTERESTS**
There were no disclosures of interests.

BA105/21

5. REQUEST FOR DISPENSATION

There were no requests for dispensation.

BA106/21

6. NOTIFICATION OF PAYMENTS AND RECEIPTS

Members asked a number of questions during which it was **RESOLVED** to note the update that arrangements for the hand sanitisers would finish at the end of the current contract and further **RESOLVED** to instruct Officers to liaise with Northumberland County Council regarding a report for the Hoppa Bus service. After which, it was **RESOLVED** without division to note the schedule of payments and receipts.

BA107/21

7. BANK RECONCILIATIONS

Committee unanimously **RESOLVED** that the Chair sign and receive the bank reconciliations for February 2022.

BA108/21

8. PURCHASE ORDERS

Members asked a number of questions, after which, it was **RESOLVED** without division to note the Purchase Order reports.

BA109/21

9. EXPENDITURE VS BUDGET IN Q4 AND YEAR TO DATE

The Town Clerk introduced the report which included the need to re-code some budget headings.

Members asked a number of questions, which included a discussion on outstanding expenses, after which, it was **RESOLVED** without division to note the reports.

BA110/21

10. FORWARD PLAN

It was **RESOLVED** to note the Forward Plan.

BA111/21

11. DATE OF NEXT MEETING

The date of the next meeting will be Tuesday 12 April 2022 at 6.00 pm.