

## BERWICK-UPON-TWEED TOWN COUNCIL

**Minutes of the Town Council People and Communities Committee Meeting held on Tuesday, 04 October 2022 at 6.00pm in The Meeting Room, Berwick-upon-Tweed Town Council Office, Unit 1, 82 – 88 Marygate, Berwick-upon-Tweed**

### **PRESENT:**

|              |                   |              |
|--------------|-------------------|--------------|
| Councillors: | P Jackson (Chair) | H Lindsay    |
|              | J Bowden          | G Smith      |
|              | R Driver          | L Stephenson |
|              | M Greener         | A Williams   |

### **IN ATTENDANCE:**

Stephen Cozens, Assistant to the Clerk

Julian Smith, Projects Officer

Justine Walker, Administration Officer

Cllr T Stewart

2 members of the public

### **PC035/22 1. OPEN SESSION**

Cllr M Greener raised the idea of a park and ride.

Also mentioned was the use of the office window for posters whilst the Projects Officer is investigating electronic screens.

Cllr P Jackson raised the of 'what-we-do and what-we-don't do' list on the website in a more prominent position with ad-hoc social media posts providing reminders to the public.

### **PC036/22 2. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr R Bruce.

### **PC037/22 3. MINUTES**

On the motion of Cllr H Lindsay, seconded by Cllr A Williams, the minutes of the meeting held on Tuesday 06 September 2022, including the amendment to the draft minutes previously circulated by the Assistant to the Clerk, were agreed and signed as a correct record.

**PC038/22**

#### **4. DISCLOSURE OF INTERESTS**

- (i) There were no disclosures of interests.
- (ii) There were no requests for dispensation.

**PC039/22**

#### **5. MAYOR'S AWARD**

Cllr M Greener introduced the item and distributed a report on which he provided a verbal update.

After which, the Committee unanimously **RESOLVED** to accept the idea in principle, and that Officers work in conjunction with the Mayor to develop the proposal.

**PC040/22**

#### **6. BERWICK-UPON-TWEED CONSERVATION AREA ADVISORY GROUP**

Cllr M Greener updated the meeting that the Conservation Area Advisory Group are part of a project which has funding to map the conservation areas within the town.

It was agreed that this item be brought to the next meeting of this Committee with more information being provided.

**PC041/22**

#### **7. JIMMY STRENGTH PROJECT**

The Projects Officer provided an update that one of the new member's of staff has experience in dealing with grants and that discussions between Officers would be on-going.

**PC042/22**

#### **8. COMMUNITY DATABASE**

An update was provided by the Projects Officer that the database is now on its second iteration with a final edition due in the coming weeks. Cllr H Lindsay distribute a Proof of Concept report and provided a verbal update which included a potential solution for the Autumn Festivals to collect data via surveys.

**PC043/22**

#### **9. OPERATION LONDON BRIDGE**

The Projects Officer provided an update on Operation London Bridge which included that everything was completed in the correct timescales.

After which, the Committee **RESOLVED** to note the update.

**PC044/22**

#### **10. PLAY PARKS**

The Committee **RESOLVED** that in future, updates should be provided to the Local Services Committee.

**PC045/22**

**11. ACCESSIBLE KERBS**

An update was provided that this item concerned locations where roads had accessible kerbs on one side but not the other. The Committee **RESOLVED** that a site visit be arranged with a Highways engineer and that initially the Projects Officer liaise with Cllr R Driver.

**PC046/22**

**12. BERWICK CCZ**

A verbal update was provided on the availability of a representative of the Berwick CCZ, after which the Committee instructed the Assistant to the Town Clerk to continue liaising to find a suitable date.

**PC047/22**

**13. THE MALTINGS**

A verbal update was provided on the availability of a representative of The Maltings, after which the Committee instructed the Assistant to the Town Clerk to continue liaising to find a suitable date.

**PC048/22**

**14. DATE OF NEXT MEETING**

The date of the next meeting will be Tuesday, 08 November 2022 at 6.00 pm.

**Committee 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.**

**PC048/22**

**15. AUTUMN FESTIVALS REVIEW**

During the discussion of this item, it was agreed that the costs for banners be brought to the next meeting of this Committee and, following on from this, Standing Orders were suspended sufficiently to allow the meeting to continue beyond 8pm.

After which, the Committee **RESOLVED:**

1. That on the motion of Cllr P Jackson, seconded by Cllr J Bowden, there should be no rolling awards, all should be applied for on a year-to-year basis and each application will be considered on its own merit,
2. Unanimously that Officers develop a new 3-tier system based on the current grant system, and

3. That on the motion of Cllr P Jackson, seconded by Cllr H Lindsay, until that time all requests for awards from the council should be through the grant application process.