

**BERWICK-UPON-TWEED TOWN COUNCIL**

**Minutes of the Town Council People and Communities Committee Meeting held on Tuesday, 06 September 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	C Raybould
	R Bruce	G Smith
	R Driver	L Stephenson
	M Greener	A Williams

**IN ATTENDANCE:**

Mr Gareth Davies, Town Clerk  
Stephen Cozens, Assistant to the Clerk  
0 members of the public

**PC022/22      1. ELECTION OF CHAIR**

On the motion of Cllr A Williams, seconded by Cllr C Raybould, the Committee **RESOLVED** to appoint Cllr P Jackson as Chair of the People and Communities Committee for the remainder of the year 2022-2023.

On the motion of Cllr P Jackson, seconded by Cllr J Bowden, the Committee **RESOLVED** to appoint Cllr A Williams as Vice-Chair of the People and Communities Committee for the remainder of the year 2022-2023.

**PC023/22      2. OPEN SESSION**

There were no members of the public present.

**PC024/22      3. APOLOGIES FOR ABSENCE**

There were no apologies for absence.

**PC025/22**

#### **4. MINUTES**

- i. On the motion of Cllr C Raybould, seconded by Cllr P Jackson, the Committee **RESOLVED** that an inspection of the play parks is undertaken regarding disabled access.
- ii. On the motion of Cllr H Lindsay, seconded by Cllr C Raybould, the minutes of the meeting held on Tuesday 05 July 2022 were agreed and signed as a correct record.
- iii. On the motion of Cllr C Raybould, seconded by Cllr H Lindsay, the minutes of the extraordinary meeting held on Friday 05 August 2022 were agreed and signed as a correct record.

**PC026/22**

#### **5. DISCLOSURE OF INTERESTS**

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

**PC027/22**

#### **6. MAYOR'S AWARD**

The Town Clerk updated the meeting that it is within the power of the Mayor to make awards under such a scheme from existing budgets. However, the support of Members is required if the scheme becomes a Council award. After which, the Mayor updated the meeting that a report would be brought to the next meeting of this Committee.

**PC028/22**

#### **7. OPERTION LONDON BRIDGE**

A discussion took place regarding the background paper provided. After which the Committee **RESOLVED** to note the background paper and to note that the Town Council is not involved in the plans of schools, external organisations or the Town Hall.

**PC029/22**

#### **8. COMMUNITY EMERGENCY PLAN**

Discussions took place around a number of points in the document provided including a cold weather report, completion of checklists, plan holders and the requirement of training sessions. After which the Committee **RESOLVED** to note the update that a working document would be brought to a future meeting of Council.

**PC030/22**      **9. JIMMY STRENGTH PROJECT**

The Town Clerk updated the meeting that a site has been identified, however funding is still required. With this in mind, a meeting will be held between Officers including an Admin Assistant who has knowledge in this field.

**PC031/22**      **10. COMMUNITY DATABASE**

Cllr H Lindsay provided the meeting with an update. The project is provide contact details for different community organisations. A demo was set up in the form of a survey for organisations to logon to the website and complete / edit their details. These will then be searched for by the public. The website providers have produced the input side to be checked. The next part is for edits and enquiries. A pilot will be made available before the launch, and a further update will be provided at the next meeting of this committee.

**PC032/22**      **11. AUTUMN FESTIVALS REVIEW**

This item was deferred to the next meeting of this Committee. Concerns were raised regarding the decision for the grant application for the Food and Beer Festival. Confidential reports would be brought to the next meeting of this Committee.

**PC033/22**      **12. FORWARD PLAN**

Clarification was sought on the workings of the Forward Plan and the Town Clerk provided an explanation. The Committee **RESOLVED** that:

Grant Recipients be brought to the December meeting of this Committee, Invite a representative of The Maltings to the November meeting of the Committee, and

A Town Crier Working Group be formed comprising Cllrs M Greener, P Jackson, H Lindsay and L Stephenson who would report to the next meeting of this Committee.

After which, it was **RESOLVED** to note the Forward Plan.

**PC034/22**      **13. DATE OF NEXT MEETING**

The date of the next meeting will be Tuesday, 04 October 2022 at 6.00 pm.