

BERWICK-UPON-TWEED TOWN COUNCIL

Summons to a meeting of Council on Monday, 24 July 2023 at 6.00 pm in

The Meeting Room, Berwick-upon-Tweed Town Council Office, Unit 1, 82 – 88 Marygate, Berwick-upon-Tweed

The Agenda for the meeting is set out below.



Town Clerk

19 July 2023

AGENDA

ITEM NO.	TITLE AND DESCRIPTION OF ITEM		APPS
1.	OPEN SESSION	Members of the public may make representations, ask questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. This is for a period of 15 minutes overall and is limited to 3 minutes per person.	
2.	APOLOGIES FOR ABSENCE	To receive apologies for absence.	
3.	MINUTES	(i) To sign as a correct record the minutes of the Berwick-upon-Tweed Town Council meeting held on 02 May 2023. (ii) To sign as a correct record the minutes of the Berwick-upon-Tweed Town Council meeting held on 26 June 2023.	Minutes Minutes
4.	DISCLOSURE OF INTERESTS	(i) Unless already entered in the Council's Register of Members' interests, members are required to disclose any personal interest, (which includes any disclosable pecuniary interest), they may have in any of the items included on the agenda for the meeting in accordance with the Code of Conduct adopted by the Council on 9 July 2012, and are reminded that if they have any personal interests of a prejudicial nature they must not participate in any discussion or vote on the matter and must leave the room.	

		(ii) To receive and consider requests from members who have a Disclosable Pecuniary Interest in any items on the agenda an application for dispensation under section 33 of the Localism Act 2011 to enable members to participate in discussions and voting.	
5.	TOWN MAYOR'S ANNOUNCEMENTS	To receive announcements from the Town Mayor.	
6.	TRANSPORT ISSUES	<p>A) Parking issues in Berwick-upon-Tweed</p> <p>To receive a verbal update from the Town Clerk as to the future of Castlegate Car Park, and to provide guidance to officers as to the approach to be taken in discussions with Northumberland County Council (NCC) regarding parking issues, including those likely to arise from the re-development of the Maltings.</p>	
		<p>B) Local Transport Plan</p> <p>To note the correspondence from elected members of NCC and to provide guidance to the Town Clerk as to the priorities of the Town Council.</p> <p>Members are reminded of Minute Number CLS014/23:</p> <p>It was RESOLVED without dispute that council's criteria would be to support schemes and requests that contributed to:</p> <ul style="list-style-type: none"> (i) A reduction in noise nuisance, (ii) An increase in safety for vulnerable road users, and (iii) Environmental improvement. <p>Councillors also expressed support for investigations into improved pedestrian crossings at Marygate and Loaning Meadows.</p>	
		<p>C) Future of the Railway Station Booking Office</p> <p>To provide guidance to the Town Clerk as to the response of the Town Council to the proposed closure of the booking office at Berwick-upon-Tweed Railway Station.</p>	

		<p>D) Dualling of the A1 – update</p> <p>To note the attached correspondence from the Department of Transport, and to consider whether to send the attached draft letter to the MP for Berwick-upon-Tweed and to the Secretary of State for Transport.</p>	
7.	STRATEGIC PLAN ISSUES	<p>A) Future of the Market</p> <p>To note the correspondence from the Freeman Trustees and to consider whether to send the attached draft letter to the Chief Executive of NCC.</p>	
		<p>B) Neighbourhood Plan</p> <p>To consider whether to send the attached draft letter to the Director of Planning and Housing at NCC.</p>	
		<p>C) CCTV Provision</p> <p>To note the attached correspondence from the Office of the Police and Crime Commissioner and to direct the Town Clerk as to the next steps to be taken.</p>	
8.	CLOSURE OF GROVE GARDENS SOUTH PLAY PARK	<p>A) To receive a verbal update from the Town Clerk as to temporary actions taken, and</p> <p>B) To approve a formal consultation as to the long-term future of Grove Gardens South Play Park.</p>	
9.	ENVIRONMENTAL ISSUES	<p>A) Live Christmas Trees</p> <p>To approve the proposal to replace temporary Christmas trees outwith the town centre with live Christmas trees.</p>	
		<p>B) Purchase of a pressure washer</p> <p>To receive an update from the Town Clerk as to the actions needed to improve high street cleaning.</p>	
		<p>C) Purchase of an electric vehicle</p> <p>To receive an update from the Town Clerk as to the delivery of a new long-term vehicle for the Local Services team.</p>	

10.	CORPORATE ISSUES	A) Co-Option To co-opt Members to the vacant seats at Magdalene Ward, and St Boisil Ward x 2.	
		B) Review of Financial Regulations and Standing Orders To delegate to the Town Clerk authority to prepare new Financial Regulations and Standing Orders on the basis of the NALC model financial regulations and standing orders.	
		C) Staffing Review	
		D) Boundaries Review	
		E) Virement	
		F) Land at Ramparts	
11.	PLANNING COMMITTEE	(i) To adopt the minutes of the meeting of the Planning Committee held on 15 May 2023 (noted at the meeting of 26 June 2023).	App A
		(ii) To note the draft minutes of the meeting of the Planning Committee held on 10 July 2023.	App B
		(iii) Council is invited to consider the following recommendation detailed in minute P014/23 : P014/23 : “Members RESOLVED to recommend that Council delegate authority to the Planning Committee to consider priorities for the Local Transport Plan Capital Programme 2024-25.”	
12.	STAFFING AND CORPORATE RESOURCES COMMITTEE	(i) To adopt the minutes of the meeting of the Staffing and Corporate Resources Committee held on 31 May 2023 (noted at the meeting of 26 June 2023).	App C
		(ii) To note the minutes of the meeting of the Staffing and Corporate Resources Committee held on 17 July 2023.	App D
		(iii) Council is invited to consider the following recommendation detailed in minute SCR015/23 : SCR015/23 : “The Committee RESOLVED to recommend to Council they adopt the handbook subject to an amendment to paragraph 11.18.1.	App E

13.	DATE OF NEXT MEETING	The next meeting of the Council will be held on Monday, 25 September 2023 at 6 pm.	
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