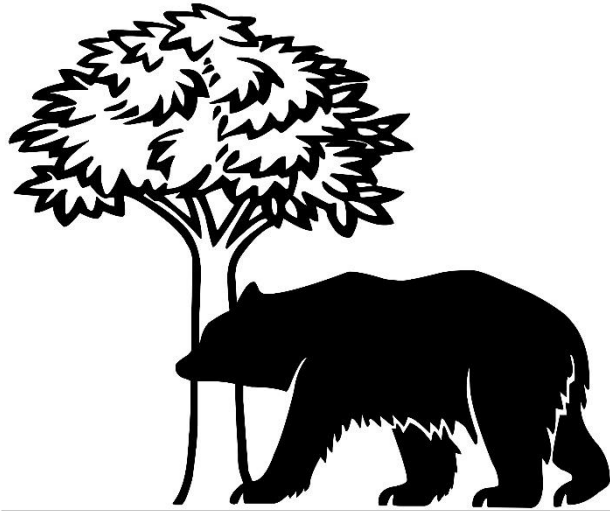


BERWICK-UPON-TWEED TOWN COUNCIL



Berwick-upon-Tweed Town Council

Minutes of the Council meeting held on Monday 24 July 2023 at
6.00 pm in The Meeting Room, Town Council Office, Unit 1, 82 –
88 Marygate, Berwick-upon-Tweed

PRESENT:

Councillors:	J Robertson (Chair)	P Jackson
	J Bowden	R Mackenzie
	G Brown	G Smith
	R Driver	L Stephenson
	M Greener	T Stewart
	L Hawken	J Turton

IN ATTENDANCE:

Mr Gareth Davies, Town Clerk
Stephen Cozens, Assistant to the Clerk
Joyce Benton, Sergeant-at-Mace
Cty Cllr G Hill
6 members of the public

MINUTE NO.	TITLE AND DESCRIPTION OF ITEM	Mover	Second	Decision
C058/23	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.	N/A	N/A	Areas of interest, issues and concerns raised included the possible use of drones by the police, electric vehicles, the railway station, the park at the Greens and bus stops.
C059/23	APOLOGIES FOR ABSENCE			
	To receive apologies for absence.	N/A	N/A	Cllr H Lindsay.
C060/23	MINUTES			
	(i) To sign as a correct record the minutes of the Berwick-upon-Tweed Town Council meeting held on 02 May 2023.	JT	MG	The minutes of the meeting held on 02 May 2023 were agreed and signed as a correct record.
	(ii) (To sign as a correct record the minutes of the Berwick-upon-Tweed Town Council meeting held on 26 June 2023.	TS	MG	The minutes of the meeting held on 26 June 2023 were agreed and signed as a correct record.
C061/23	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	N/A	N/A	There were no disclosures of interest.

	<p>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.</p> <p>(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.</p>	Nem con		<p>Cllr M Greener, Cllr P Jackson, Cllr R Mackenzie, Cllr L Stephenson and Cllr T Stewart requested dispensation for the item 'Future of the Market' and it was RESOLVED to grant the request allowing Members to participate in the discussion.</p>
C062/23	TOWN MAYOR'S ANNOUNCEMENTS			
	To receive announcements from the Town Mayor.	N/A	N/A	The Town Mayor provided hard copies outlining details of events they had attended and been involved in.
C063/23	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>	Nem con		<p>Members RESOLVED that the Town Council should continue to pressurise Northumberland County Council (NCC) to use the data available and to produce plans that contribute to the vitality of the town.</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: 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>	Nem con		<p>Members provided guidance as to their priorities which included a 20mph speed restriction in all areas of the town except designated A roads, a plan be created for the town centre which took in the needs of cyclists and vulnerable users, safe cycle routes and safe crossings.</p> <p>After which, Council RESOLVED that the Town Clerk draft a letter, to be circulated before sending to NCC.</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>	Nem con		<p>Council RESOLVED to instruct the Town Clerk to write an appropriately strongly worded letter outlining the concerns of Council, opposing 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>	Nem con		<p>The Town Clerk introduced the item, after which, Council RESOLVED that the draft letter circulated with the Council papers be sent to the MP for Berwick-upon-Tweed and to the Secretary of State for Transport.</p>

C064/23	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>	Nem con		Council RESOLVED that the draft letter circulated with the Council papers be sent to the Chief Executive of NCC.
	<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>	GB	TS	Council RESOLVED that the draft letter circulated with the Council papers be sent to the Director of Planning and Housing at NCC.
	<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>	Nem con		The Town Clerk provided an update including in that response to their Freedom of Information request, Northumbria Police do not have enough data to provide a response. After which, Council RESOLVED that an item be placed in the Town Council newsletter asking for residents views.
C065/23	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>	Nem con Nem con		<p>The Town Clerk provided an update including that officers will be on-site the next day closing the area off and the reasons for the actions taken including meeting with residents.</p> <p>Council RESOLVED to approve a formal consultation as to the long-term future of Grove Gardens South Play Park.</p>

C066/23	ENVIRONMENTAL ISSUES			
	<p>A) Live Christmas Trees To approve the proposal to replace temporary Christmas trees outwith the town centre with live Christmas trees.</p>	JT	TS	Council RESOLVED that the community are engaged as to their views via the newsletter and through Councillors own wards.
	<p>B) Purchase of a pressure washer To receive an update from the Town Clerk as to the actions needed to improve high street cleaning.</p>	GB	PJ	The Town Clerk provided an update that, after hiring a local contractor, a way forward was explored and that the pressure washer already purchased was not up to the required standard. After which, Council RESOLVED to purchase an appropriate pressure washer system at a cost of £4.5k with the money to be spent from the Strategic Plan line of the budget.
	<p>C) Purchase of an electric vehicle To receive an update from the Town Clerk as to the delivery of a new long-term vehicle for the Local Services team.</p>	Nem con		The Town Clerk provided a response to the concerns raised during the Open Session. Standing Orders were then suspended sufficiently to allow members of the public to speak to which the Town Clerk provided a further response. After which, Council RESOLVED to note the update.
C067/23	CORPORATE ISSUES			
	<p>A) Co-Option To co-opt Members to the vacant seats at Magdalene Ward, and St Boisil Ward x 2.</p>	N/A	N/A	There had been no applications for co-option received.

	<p>B) Review of Financial Regulations and Standing Orders</p> <p>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.</p>	PJ	RM	<p>Council RESOLVED 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.</p>
	<p>C) Staffing Review</p>	Nem con		<p>The Town Clerk provided an update that the party engaged for the process expected to make contact in the near future with diary arrangements. After which, Council RESOLVED to note the update.</p>
	<p>D) Boundaries Review</p>	N/A	N/A	<p>An update regarding this item had been provided earlier in the meeting.</p>
	<p>E) Virement</p>	Nem con		<p>Council RESOLVED to make a virement of £292 from general reserves to budget code 4205 (internal audit) due to additional expenditure.</p>
	<p>F) Land at Ramparts</p>	Nem con		<p>The Town Clerk updated the meeting that, as previously agreed, the licence to occupy the land at the Ramparts has been signed. A site meeting has taken place where a partnership arrangement was discussed to develop the site for the growing, storing and bringing on of plants. After which, Council RESOLVED to agree that the Town Clerk explore partnership arrangements to develop the project outlined in the update.</p>

C068/23	PLANNING COMMITTEE			
	<ul style="list-style-type: none"> 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). ii. To note the draft minutes of the meeting of the Planning Committee held on 10 July 2023. 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.” 	JT	RD	<ul style="list-style-type: none"> i. It was RESOLVED to adopt the minutes of the meeting of the Planning Committee held on 15 May 2023. ii. It was RESOLVED to note the minutes of the meeting of the Planning Committee held on 10 July 2023. iii. Council RESOLVED to approve 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.”
C069/23	STAFFING AND CORPORATE RESOURCES COMMITTEE			
	<ul style="list-style-type: none"> 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). ii. To note the minutes of the meeting of the Staffing and Corporate Resources Committee held on 17 July 2023. 	RM	TS	<ul style="list-style-type: none"> i. It was RESOLVED to adopt the minutes of the meeting of the Staffing and Corporate Resources Committee held on 31 May 2023. ii. It was RESOLVED to adopt the minutes of the meeting of the Staffing and Corporate Resources Committee held on 17 July 2023.

	<p>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.</p>	Nem con		<p>iii. Council RESOLVED to approve 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.</p>
C070/23	DATE OF NEXT MEETING			
	The next meeting of the Council will be held on Monday, 25 September 2023 at 6 pm.	N/A	N/A	Noted.