

BERWICK-UPON-TWEED TOWN COUNCIL

Summons to a meeting of Council on Monday, 25 September 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

20 September 2023

AGENDA

ITEM NO.	TITLE	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	To sign as a correct record the minutes of the Berwick-upon-Tweed Town Council meeting held on 24 July 2023.	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.	FREEDOM OF INFORMATION REQUEST	To note the Notice of Decision in response to a Freedom of Information request.	
7.	REQUEST TO TRANSFER MARKET TO LOCAL CONTROL	To consider the report.	App A
8.	ANNOUNCEMENT OF A CASUAL VACANCY	To consider the report.	App B
9.	ELECTION OF DEPUTY TOWN MAYOR	To elect a Deputy Town Mayor for the remainder of the Municipal Year 2023/2024.	
10.	FINANCIAL OUTLOOK – BUDGET PROCESS	To consider the report.	App C
11.	PROPOSALS FOR GROWTH AND SAVINGS	Members may wish to consider whether there are any areas of the committees work where expenditure should grow or where savings can be made.	
12.	REVISION OF FINANCIAL REGULATIONS – OVERVIEW	To consider the report.	App D
13.	STANDING ORDERS	To adopt the model Standing Orders.	
14.	SIGNATORY	That council appoint an additional signatory to work alongside those already in post.	
15.	REPRESENTATION ON OUTSIDE BODIES	To consider invitations for representation on outside bodies: <ul style="list-style-type: none"> i. Berwick-upon-Tweed Corporation (Freemen) Trustees. ii. Goswick Golf Club. 	

16.	TOWN CENTRE WORKING PLAN UPDATE	To adopt the Town Centre Working Plan.	
17.	TWEED SALMON CENTRE INITIATIVE GRANT SUPPORT	To consider a request for support.	
18.	STREET STALL	To consider a request of Cllr R Mackenzie.	
19.	COMMITTEE MEMBERSHIP	To receive and consider any requests regarding Committee membership.	
20.	COMMUNITIES AND LOCAL SERVICES COMMITTEE	<ul style="list-style-type: none"> i. To adopt the minutes of the meeting of the Communities and Local Services Committee held on 05 June 2023 (noted at the meeting of 26 June 2023). ii. To note the draft minutes of the meeting of the Communities and Local Services Committee held on 04 September 2023. iii. Council is invited to consider the following recommendation detailed in minute CLS025/23: CLS025/23: 'Election Of A Vice-Chair'. This item was deferred to the next meeting of Council when there would be an opportunity for the vacancy on the Committee to be filled. iv. Council is invited to consider the following recommendation detailed in minute CLS031/23: CLS031/23: The Committee RESOLVED to recommend to Council that Grove Gardens South Play Area be closed permanently. 	<p>App E</p> <p>App F</p>
21.	BUDGET AND ADMINISTRATION COMMITTEE	<ul style="list-style-type: none"> i. To adopt the minutes of the meeting of the Budget and Administration Committee held on 13 June 2023 (noted at the meeting of 26 June 2023). ii. To note the draft minutes of the meeting of the Budget and Administration Committee held on 12 September 2023. 	<p>App G</p> <p>App H</p>

		<p>iii. Council is invited to consider the following recommendation detailed in minute BA028/23: BA028/23: “Members unanimously RESOLVED to recommend that Council support the motion regarding e-cargo delivery bikes for Berwick.”</p> <p>iv. Council is invited to consider the following recommendation detailed in minute BA029/23: BA029/23: “Members unanimously RESOLVED to recommend that Council support the motion regarding the cycle to work scheme.”</p>	App I
22.	PLANNING COMMITTEE	<p>i. To adopt the minutes of the meeting of the Planning Committee held on 10 July 2023 (noted at the meeting of 24 July 2023).</p> <p>ii. To note the draft minutes of the meeting of the Planning Committee held on 11 September 2023.</p>	App J App K
23.	DATE OF NEXT MEE.TING	The next meeting of the Council will be held on Monday, 27 November 2023 at 6 pm.	
	The Council may be recommended to pass a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude the media and public from the discussion of the following business on the basis that public discussion may prejudice the Council's position and/or staffing issues may be discussed.		
24.	ACTION PLAN	To receive an update.	App L