



Berwick-upon-Tweed Town Council

Minutes of the Town Council Communities and Local Services
Committee Meeting held on Monday, 06 November 2023 at 6.00pm in
The Meeting Room, Berwick-upon-Tweed Town Council Office, Unit 1,
82 – 88 Marygate, Berwick-upon-Tweed

PRESENT:

Councillors: J Robertson (Chair)
J Bowden
G Brown
R Driver
M Greener
G Smith
T Stewart
J Turton

IN ATTENDANCE:

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

| MINUTE NO. | TITLE AND DESCRIPTION OF ITEM | Mover | Seconder | Decision |
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| CLS033/23 | 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 | Cllr J Turton reported that a bin on Dock Road had a shell missing, Officers would investigate if there is a spare. Cllr T Stewart requested an update on a water supply to 5 Arches Allotments. Officers would contact the supplier when development has started on neighbouring land. |
| CLS034/23 | APOLOGIES FOR ABSENCE | | | |
| | To receive apologies for absence. | N/A | N/A | Apologies for absence were received from Cllr L Stephenson. |
| CLS035/23 | MINUTES | | | |
| | To sign as a correct record the minutes of the Berwick-upon-Tweed Town Council Communities and Local Services Committee meeting held on Monday, 04 September 2023. | Nem con | | Cllr J Turton requested an update on the small park at the Greenses. The Town Clerk reported that he will be paying a site visit and, if satisfied, will direct Officers to attend to the site. After which, the minutes of the meeting held on Monday, 04 September 2023, including the amendment to the draft minutes previously circulated by the Town Clerk, |

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| | | | | were agreed and signed as a correct record. |
| CLS036/23 | DISCLOSURE OF INTERESTS | | | |
| | <p>(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.</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> | N/A | N/A | <p>i. There were no disclosures of interests.</p> <p>ii. There were no requests for dispensation.</p> |
| CLS037/23 | ENVIRONMENTAL VOLUNTEERS | | | |
| | Verbal update from Officers and elected Members. | Nem con | | The Town Clerk read out a statement provided by Cllr L Stephenson. All groups are doing a great job. The Little Beach |

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| | | | <p>group are out every weekend and the Spittal Group are out when they can be. There is not much to report regarding 5 Arches, Friends of Five Arches are waiting on a response from Northumberland County Council (NCC) concerning the planting of fruit trees. The Tweedmouth group are out as normal, there is a build-up of litter at the back of the sports centre.</p> <p>The Town Clerk then reported that he is liaising with the supplier regarding snagging issues at the play area next to the new sports centre including the gate locking mechanism and the disappearance of a litter bin.</p> <p>After which, the Committee RESOLVED to note the update.</p> |
| CLS038/23 | HORTICULTURAL WORK | | |
| | To receive an update on horticultural projects and associated work. | Nem con | <p>Cllr J Turton provided a verbal update including that autumn planting is to go ahead in the coming weeks and regarding the summer planting discussions will take place with Officers in the near future.</p> <p>Berwick Community Trust (BCT) are hoping to employ a horticultural expert. The</p> |

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| | | | | <p>Projects Officer has been putting together a map of the green spaces and it is hoped a meeting will take place with volunteers.</p> <p>Cllr M Greener reported there are issues with ownership of the Spa Well and there are concerns with land at Sandstell Road Car Park and a nearby park.</p> <p>After which, it was RESOLVED to form a working group of Cllrs R Driver, M Greener, T Stewart, J Turton and the Town Clerk when the mapping exercise is completed.</p> |
| CLS039/23 | GRANT APPLICATIONS | | | |
| | 1. To consider a grant application from Greener Berwick. | JT | JR | The Committee RESOLVED to refuse the request of £300 for 50% of the catering and further RESOLVED to make a grant of £1,536.44 to Greener Berwick for the remainder of the grant applied for with the condition that where possible materials are sourced from local suppliers. |
| | 2. To consider a grant application from Tweed Striders. | Nem con | | It was RESOLVED to make a grant of £700 to Tweed Striders. |
| CLS040/23 | QUAYSIDE FLOWER BARRELS | | | |
| | To consider correspondence from the Chamber of Trade. | JR | GB | The Committee RESOLVED that the Town Council offer to pay for 3 replacement barrels on the condition that the Berwick |

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| | | | | Community Trust take on future responsibility along with the other 10 barrels. |
| CLS041/23 | BRIDGE 400 | | | |
| | To consider correspondence from the Bridge 400 Group. | Nem con | | The Committee RESOLVED that the Town Council offer to water the commemorative bed adjacent to St Cuthbert's School in Tweedmouth. |
| CLS042/23 | CLOSED CIRCUIT TV IN TOWN CENTRE | | | |
| | To consider the report of the Town Clerk as to whether to continue to support the provision of Town Centre CCTV. | Nem con | | The Committee RESOLVED to recommend to Council: <ol style="list-style-type: none"> 1. That the support for the existing system should cease, 2. That the existing equipment should be disposed of unless a suitable partner wishes to take on the costs of its maintenance, 3. That council should promote the benefits of wider partnership working in the town (to address any new threats from retail theft), and 4. That council should seek to support the police and NCC in partnership working to address any identified alcohol related anti-social behaviour, |

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| | | | | whether arising from off sales or the night-time economy. |
| CLS043/23 | BUS SERVICES UPDATE | | | |
| | 1. To receive updates on cross border bus services. | Nem con | | The Committee noted the update of the Town Clerk that Border Buses are taking over the cross-border routes excluding the journey to Eyemouth. |
| | 2. To receive updates on the future of the B1 bus service, and | Nem con | | The Committee noted the update of the Town Clerk that the B1 town service will be put out to tender by NCC and there will not be need for funding of the Hoppa Bus. |
| | 3. To consider adding the existing expenditure on bus subsidies to the list of savings submitted as part of the budget process. | Nem con | | The Committee RESOLVED to add the existing expenditure on bus subsidies to the list of savings submitted as part of the budget process. |
| CLS044/23 | TOWN CENTRE ACTION PLAN | | | |
| | To consider an update from the Town Clerk and to discuss next steps. | Nem con | | A map of the town centre was distributed to Members of the Committee and the Town Clerk informed the meeting that an update to the Action Plan would be distributed in due course. The Town Clerk then gave a verbal update on the map and Cllr G Brown gave a verbal update on the positioning of planters and benches. |

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| | | | | After which, the Committee RESOLVED that the map be used as a template with the revisions discussed. |
| CLS045/23 | EXPENDITURE VS BUDGET YEAR TO DATE | | | |
| | To note the report. | Nem con | | The Town Clerk introduced the report, after which, updates were provided regarding the Spittal Splash Park, advertising, the Town Council newsletter and the support for Visitor Services. After which, the Committee RESOLVED that a report regarding Visitor Services be sought from BCT for the November meeting of Council and further RESOLVED to note the report. |
| CLS046/23 | 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. | Nem con | | The Town Clerk introduced the item, and the committee indicated their proposals that funding of Visitor Services and the Hoppa Bus are areas where savings can be made. |
| CLS047/23 | STRATEGIC / ACTION PLAN | | | |
| | | Nem con | | The Committee RESOLVED to note the update of the Town Clerk that questions |

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| | | | | may be tabled either during the agenda item or in between meetings. |
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| | The 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 grounds of commercial confidentiality on a matter which may be the subject of competitive tendering. | | | |
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| CLS048/23 | CULTURE AND CREATIVE ZONE | | | |
| | 1. To receive an update from the Town Clerk on CCZ activities, and for members to provide guidance to the Town Clerk. | Nem con | | The Town Clerk provided an update on CCZ activities. After which, the Committee RESOLVED that the Town Clerk take a step back from activities with the CCZ. |
| | 2. To consider a proposal regarding future activities. | Nem con | | The Committee RESOLVED that the Town Council does not run a procurement process for future activities. |
| CLS049/23 | DATE OF NEXT MEETING | | | |
| | The date of the next meeting will be Monday 08 January 2024 at 6.00 pm. | N/A | N/A | Noted. |