

**Berwick-upon-Tweed Town Council**  
**Income & Expenditure Account**  
**01/04/2014 to 31/03/2015**

*(Last) Year Ended*  
*31 Mar 2014*

*(Current) Year Ended*  
*31 Mar 2015*

	<u>Income</u>		Notes
3,224	COUNCIL SERVICES: Public Space Management	13,261	1
200,762	RECEIPTS: Precept	218,220	
43,628	RECEIPTS: other	7,588	2
240	CIVIC EXPENDITURE: Freedom Admissions	0	
116,861	FREEMEN: Receipts - Schedule III surplus	90,245	
120	FREEMEN: Receipts - other	490	
796	COUNCIL SERVICES: Allotments	328	
	CIVIC EXPENDITURE: Civic Events	62	
	CIVIC EXPENDITURE: Mayoral/Civic Costs	50	
	ADMINISTRATION: Statutory & Professional Fees	232	
	PROMOTION: Marketing	190	
495	PROMOTION: Festive Lighting	0	
100	PROMOTION: Berwick Autumn Festivals	50	
<u><u>366,226</u></u>		<u><u>330,716</u></u>	

Notes

- 1 Payment for bus shelter and bus shelter maintenance  
 2 Includes 6096 paid to BTC in error by NCC

(Last) Year Ended  
31 Mar 2014

(Current) Year Ended  
31 Mar 2015

(Last) Year Ended 31 Mar 2014			(Current) Year Ended 31 Mar 2015		
staff costs	other costs		staff costs	other costs	
58,711	58,711	0	68,891	68,891	0
10,773		10,773	10,352		10,352
1,765		1,765	1,623		1,623
521		521	641		641
6,386		6,386	8,012		8,012
2,077		2,077	1,905		1,905
39,245		39,245	19,503		19,503
158		158	13,715		13,715
8,913		8,913	95		95
5,399		5,399	6,185		6,185
555		555	8,363		8,363
12,439	4,769	7,670	781		781
3,178		3,178	12,828	3,560	9,268
1,992		1,992	2,170		2,170
13,128		13,128	1,317		1,317
33,848		33,848	8,223		8,223
38,061		38,061	41,179		41,179
10,655	4,541	6,114	26,501		26,501
8,063	7,916	147	10,183	4,644	5,539
3,189		3,189	3,031	2,864	167
145		145	1,093		1,093
5,186		5,186	289		289
			13,892		13,892
			22,877		22,877
			112		112
			6,096		6,096
			0		0
-27,238		-27,238			
<b>£237,146</b>	<b>£75,937</b>	<b>£161,209</b>	<b>£289,856</b>	<b>£79,959</b>	<b>£209,897</b>

<b>General Fund</b>	
Balance at 01 Apr 2014	<b>43,695</b>
ADD Total Income	330,716
	<b>374,411</b>
DEDUCT Total Expenditure	289,856
	<b>84,555</b>
Transfer to/from Reserves	21,872
Balance at 31 Mar 2015	<b>62,683</b>

<b>79,461</b>
366,226
<b>445,687</b>
237,146
<b>208,541</b>
164,846
<b>43,695</b>

**Berwick-upon-Tweed Town Council**  
**BALANCE SHEET**  
**31/03/2015**

*(Last) Year Ended*  
 31 Mar 2014

*(Current) Year Ended*  
 31 Mar 2015

£		£
758,280	<b>LONG TERM ASSETS</b>	758,280
0	Fixed Assets and Long term Investments	0
	Long Term Debtors	
	<b>CURRENT ASSETS</b>	
0	Stocks and stores	0
0	Work in progress	0
0	Debtors (Net of provision for doubtful debts)	0
0	Payments in advance	0
6,878	VAT Recoverable	12,556
0	Temporary lendings (investments)	0
334,550	Cash in hand	382,453
1,099,708	<b>TOTAL ASSETS</b>	1,153,289
	<b>CURRENT LIABILITIES</b>	
16,137	Creditors	28,858
0	Temporary borrowing	0
<b><u>1,083,571</u></b>	<b>NET ASSETS</b>	<b><u>1,124,431</u></b>
	<b>Represented by:</b>	
43,695	General fund Balance	62,683
	<b>Reserves:</b>	
120,000	Capital	120,000
161,596	Earmarked	183,468
758,280	Adjustments	758,280
<b><u>1,083,571</u></b>		<b><u>1,124,431</u></b>

The above statement represents fairly the financial position of the council as at 31 Mar 2015

Signed

Responsible Financial Officer

Date



**Berwick-upon-Tweed Town Council**  
**BANK ACCOUNTS**

Barclays Current	£9,627.80
Barclays IAS	£371,812.31
Barclays Spittal Splash Park	£969.84
PayPal	£1.05
<b>Total in Banks</b>	<b>382,411.00</b>
<b>Cash</b>	<b>42.32</b>
<b>GRAND TOTAL (Banks and Cash)</b>	<b>£382,453.32</b>

## **BERWICK TOWN COUNCIL SUBMISSION TO THE CORE STRATEGY 2015**

### **The significance of Urban Design to the Core Strategy**

#### **POLICY 2**

**Urban design** is a long standing material planning consideration in its own right and remains supported at national level through the NPPF. There is surprisingly little on the subject of Urban Design in the entire plan. Buried in POLICY 28 on Principles for the Environment is point g) that promotes “ high quality design in building and landscapes where scale, mass, form and external finishes respect the character of surrounding landscape or townscape and promotes or enhances local distinctiveness”. Also it is noted that a new policy (since the previous consultation) has been inserted on sustainable design (POLICY 2) within the spatial vision section. This policy attempts to cover urban design without actually calling it that, in addition to as elements of renewable energy.

This new policy is welcome, and has come about as a result of comments on previous consultations it is believed. It would be clearer , and more **EFFECTIVE** from an implementation viewpoint, however, if 'POLICY 2' clearly defined the importance of good quality Urban Design, and how good design can should also take account of of low carbon building methods, and the reduction of energy usage both in the build phase and once the development is complete. Point 'g' in Policy 28 is relevant, and should be repeated and added to Policy 2

*"Promoting high quality design in building and landscapes, where scale, mass and form, and external finishes respect the character of the surrounding landscape or townscape and promotes and enhances local distinctiveness"*

POLICY 2, and its supporting paragraphs, does not go far enough to properly support development management work and for this reason it is not **EFFECTIVE**. For example, para 4.23 states “National design guidance and recognised design literature should be consulted in order to inform the design of proposed development”. But there are no references on what guidance or literature to consult, and there is a huge amount available from various organisations all with differing status. Even though guidance can change over time, at the very least, the *Planning Practice Guidance* that directly supports the NPPF (2014) should be mentioned as essential to follow. *The Planning Practice Guidance* covers a number of subjects and there is one specifically on *design*. It states “good design is indivisible from good

planning” and “integral to sustainable development”. Even more surprising then that the subject gets little attention in the Core Strategy.

**The Planning Practice Guide on Design** also covers tools and processes that can assist in achieving good design, specifically *design review* and *design coding*, but neither are mentioned in the Core Strategy. On design review it states that “LPAs should have local design review arrangements in place to assess proposals and support high standards of design”. Also that this is best done at pre-application stage. There are no such arrangements in place (that cover Berwick at least) and no mention in the Core Strategy. For this reason the design policies are **NOT CONSISTENT WITH NATIONAL POLICY**.

Another important statement in the guidance states” LPAs are requested to take design into consideration and should *refuse* permission for development of poor design”. This should be stated in the Core Strategy too in order to lend weight to the importance of design as a material planning consideration, and to be **CONSISTENT WITH NATIONAL POLICY**.

Some recent consents for development in Berwick clearly do not appear to be weighing the importance of design highly enough or giving the issue sufficient attention, and certainly not through design review which does not exist locally as it should do.

There are some inappropriate references, for example support for “innovative design which reflects changing architectural *styles*”. But style is not a planning consideration, rather *urban design principles* are. It would be more appropriate to acknowledge that *good contemporary design, sympathetic to local townscape, should be supported. Where proposals challenge the local townscape they need be justified, both with reference to other policies and by their own merit.*

It is noted that some urban design principles, such as “legibility”, are mentioned in para 4.15 supporting POLICY 2 (as well as para g) in POLICY 28) but coverage of *such principles could be more comprehensive and should be within one POLICY itself to raise the profile of principles AND ENSURE THE POLICY IS EFFECTIVE from an implementation viewpoint. Principles, against which to make judgements or assessments, are essential to minimise any subjectivity and create a consistent decision making framework.*

There should be *positive encouragement to negotiate to achieve design amendments* to schemes in line with recognised design principles, as a proactive means to assist in shaping better places, especially where proposals are not sympathetic to sensitive townscape and there is public concern. This approach may take longer, and work against speed targets to some extent, but the outcome must

outweigh obsession with speed. Some LPAs attempt to *measure the added value of amendments achieved through negotiation* which can help promote planning as a positive activity worthy of public support, and put speed targets in perspective. Negotiation is such an important part of planning activity that it should be mentioned in the Core Strategy, not simply left to development management documents. Coverage of this in the Core Strategy is essential to ensure **EFFECTIVENESS** for implementation.

There is no mention of the particular importance of sensitive design in historic towns and the added consideration of impact on heritage assets – this is where there should be a *link to Policy 33 on historic environment. Preferably the topics of urban design and historic environment should be considered together as urban design becomes a much more critical issue in sensitive historic contexts, although it is important in other contexts as well. This would make the policies more EFFECTIVE.*

### **Specific Comments on Selected Policies and Sections as Indicated**

#### **Paragraph 1.6 of The Core Strategy – Reference to Save Policies**

This states that the core strategy will supersede “some saved policies from the Local Plans of former planning authorities”. This is very vague as it does not specify which saved policies may be retained. It is the view of Berwick Town Council that the saved policies of the 1999 Berwick Plan are all out of date and should all be superseded. If it is the intention to retain any of these dated policies then we request that NCC clearly state which policies they intend to retain, otherwise please addition

*None of the saved policies of the 199 Berwick Plan will be carried forward.*

**1.10** It is not clear whether NCC will produce any further design guidance as “supplementary planning guidance” but it seems clear that, if this is done, it will not be area specific. Some clarity on what will be produced by NCC is required so that the necessary/appropriate design topic boundaries within Neighbourhood Plans can be more easily determined. Berwick Town Council are of the opinion that it is appropriate to bring forward Area Specific 'supplementary planning guidance' and that the Core Strategy should state this is allowed and outline a mechanism for it to be achieved. This is necessary for an **EFFECTIVE** approach. ADD

*Mechanisms will be included to enable the development of Area Specific Supplementary planning guidance, to build on the preparation of Neighbourhood Plans.*

#### **Section 2 Natural, historic and built environment**

**2.18** The employment strategy fails to identify the strategic importance of developing trade and employment opportunities with Scotland

Northumberland's economy, is part of the wider NELEP market, providing 14.2% of its jobs and 12.5% of its total GVA(17). It is intrinsically linked to the economies of neighbouring areas, Tyneside in particular, ADD

*in the South, and to the Borders and Scotland in the North.*

**2.27** Should identify that FE provision is concentrated in the South of the NCC plan area, and that there is almost no FE provision in North Northumberland, and this has been repeatedly identified as a major cause of the lack economic growth in North Northumberland. ADD

*"The development of a new FE campus in Berwick to serve North Northumberland will be supported by BTC and Northumberland College has shown interest.*

**2.30** Berwick Town Council welcomes the statement that there will be a new NHS Hospital in Berwick, especially in view of the poor public transport links, and distances, to Wansbeck General Hospital, Cramlington Emergency Hospital & Tyneside General Hospital. Linking Health & Social Care provision will help to deliver patient orientated services; these services need to be organised to be coterminous to maximise the delivery of quality care. This is in line with the new Scottish Model, which is proving to be effective; and is currently being developed by NCC.

ADD

*Co-location, and close cooperation between the NHS, Adult Care, Child Care and Mental Health services will be supported.*

**2.34** Highlights our ageing population. This is a national trend, and consideration must be put to reversing net migration of younger people. In Berwick this is best achieved by supporting the creation of FE and HE facilities, and by developing our economy to deliver more well paid, skilled employment opportunities. Our towns and cities must also be welcoming to incomers that will restore a normal demographic balance, and therefore developments must be considered for all ages. ADD AT END

*Subject to other policies, developments that will be attractive to incomers who will correct the demographic imbalance of ageing communities will be supported.*

**2.36** In order to maximise the ability to implement the plan in the 4 deliver areas, NCC needs to devolve its operations, reducing the number of central staff in order to create 4 well equipped and well staffed District Offices for each Delivery Area. ADD

*There will be established a Core Plan Delivery office in each of the Delivery Areas.*

**2.66** We welcome the recognition of Berwick as “ one of England’s outstanding historic walled towns and a key hub between the conurbations of Edinburgh and Tyneside. Its history and geography give the town a unique sense of place and it is a popular tourist destination.”

The transport links with Scotland are noted here, and need to be noted in the Core Strategy, not just for tourism but to develop Berwick as an economic growth area delivering skilled and well paid employment opportunities that exploit our ties to Scotland. ADD

*"To maintain the significance of Berwick to Northumberland this strategy will ensure that road and rail links with the Borders and Scotland, from the South to the North are improved."*

**2.72** The under delivery of housing in Berwick is probably a reflection of our economy. But it is also due to the lack of sufficient affordable housing for young families. The mix of properties being granted consent (in terms of size and affordability) needs to be examined. ADD

*The current housing allocations in Berwick will be reviewed to determine which are unlikely to be delivered. New allocations will be determined to take account of the need for the correct mix of housing and affordability.*

Under Transport the lack of local rail services, for example to Belford or direct into Alnwick, is a cause for concern. The plan should seek to develop a link between the new Sottish local service to East Linton & Reston, with the new Tyne railway services.

*A strategic will be the development of local train services covering the whole of Northumberland, with a specific aim of providing local services connecting Newcastle to Berwick-Upon-Tweed and beyond, with a new station at Belford offering service in both directions.*

We welcome the recognition of the strategic importance of our Port and Industrial Estates. These assets need to be supported by the development of a multi-modal transport network, to support freight movements to Scotland and to the South.

We also welcome the recognition of the strategic importance of the Edinburgh City Region – which has substantially more impact on our economy than Tyneside (as

mentioned earlier). The plan should seek to develop strategic links with Edinburgh and the Scottish Borders. ADD

*To enhance the economy of the North Deliver Area developments that improve transport, economic and social links with Scotland will be supported.*

**3.0 POLICY 33** also expresses support for updating Conservation Area Appraisals, but no prioritisation is indicated. *Priority should be given to Appraisals that are over 4 or 5 years old ( that includes Berwick, Tweedmouth and Spittal CA Appraisals carried produced in 2008) as these were carried out prior to the NPPF and its guidance which now refers to Heritage Assets and their degrees of “significance” rather than simply Listed Buildings and their grades. The assessment of “significance” now appears to be crucial in determining the level of protection to be afforded, and is indeed critical in the Core Strategy policies themselves. This would make the POLICY more **EFFECTIVE and JUSTIFIED.***

**3.1 POLICY 33** states that NCC will promote and support bids conserving /enhancing the historic fabric. More is needed here on how prioritisation will operate. Also the reference to “historic fabric” implies buildings rather than spaces. Public open spaces should be specifically mentioned as LPA assistance with enhancement of public realm or public open space can be even more crucial than for buildings, as potential assistance for buildings is more often available from other agencies. This would make the POLICY more **EFFECTIVE and JUSTIFIED.** LPAs have a legal duty to enhance conservation areas and should be more proactive in this role, through not only supporting bids but committing staff time and match funding. Certain proposals for enhancement of public open spaces in Berwick, particularly the space adjacent to the Maltings, have been waiting for decades for funding assistance and LPA pro-activity.

**3.2 POLICY 33** states that NCC will produce design briefs for significant places or sites, where major change is proposed in historic areas. Support for design briefs here is welcome, but again, to be **EFFECTIVE**, some criteria for prioritisation would help. Would “major change” include the proposals that NCC has for its own assets in Berwick (assuming Berwick is sufficiently significant), for example. In general 'major change' has to be measurable and quantifiable against pre-determined criteria.

**3.3 POLICY 33** includes a somewhat bland statement that new development in historic settlements and conservation areas should seek to reinforce local distinctiveness through “appropriate design” and “appropriate materials”. Firstly all development, anywhere and not just in historic areas, should do this. Secondly, this is much too vague and obvious to be of any use at all in practice, so making the POLICY **NOT EFFECTIVE.** At the very least relevant guidance, including CA Appraisals where they exist, should be mentioned as the source of assessing what is “appropriate”.

## Overall CONCLUSION on Conservation & Heritage

In conclusion, overall the design and heritage/historic built environment policies taken together in the various places they appear in the Strategy, have weaknesses in terms of the environmental dimension of sustainability, and appear unbalanced set against the economic dimension in particular. So to this extent, as well as the more detailed points above, the **JUSTIFICATION** test of soundness is highly questionable. There is also weakness in terms of the **EFFECTIVENESS** test of soundness as some statements and policies are not clear enough from an implementation viewpoint. Finally the absence of any mention of refusing poor design, and absence of mentioning local design review is **NOT CONSISTENT WITH NATIONAL POLICY** that requires this.

### 3.5 Currently ignores the North Deliver Area and should be changed to read

*Close cooperation across boundaries will ensure that locations in the South East and Central Delivery Areas of Northumberland will be seen regionally, as attractive alternatives to the Tyneside market.*

*Cooperation with Scotland, specifically the Edinburgh City, East Lothian and the Scottish Borders Regions will maximise the potential for economic growth in the North Deliver Area.*

*A range of accessible opportunities for adults and young people to support them into education, employment and training will have been provided in each delivery area.*

### 3.9 Add to Key Outcomes for Northumberland's natural, water, historic and built environments

*The North Northumberland Coast Path will be developed to create a continuous, well maintained and promoted link between the Northumberland AONB to Southern Upland Way and on to link North Northumberland's outstanding coastline, and beaches, with the John Muir Trust coastal areas of Scotland.*

### 3.11 Social Care

The provision of social care for adults, children and people with mental illness should also be deemed to be part of the 'essential infrastructure'

Change the opening sentence “ Provision of essential infrastructure e.g. transport, water supply, sewerage, energy, flood alleviation, telecommunication, education, and health care, will have been coordinated and positively planned for” to read

Provision of essential infrastructure e.g. transport, water supply, sewerage, energy, flood alleviation, telecommunication, education, *social* and health care, will have been coordinated and positively planned for;

### **3.11 Transport in General**

Currently the strategy says

Improvements to transport and communications infrastructure and the County's gateways to international growth – Dualling of the A1 and A69, the East Coast Main Line and Tyne Valley Railways, the Ports of Blyth and Berwick, passenger services on the Ashington, Blyth and Tyne line, and links to Newcastle International Airport will have been supported;

County highways and Highways Agency roads will have been improved to incorporate safe, comfortable and convenient standards for cycling, facilitating increased travel by cycle and reduced car dependence.

The expansion of rail services needs to be highlighted, which is particularly significant for Berwick.

ADD at end a specific commitment to reopening local passenger services on the rail link between Morpeth and Berwick, with a medium term aim of connecting Northern Rail's southern routes to the newly re-opened Berwick to Edinburgh local rail service.

*;the reopening of local services between Berwick & Morpeth on the East Coast Line.*

The statement should also highlight the role go Highways to develop safe and efficient pedestrian routes.

Change last line to read

County highways and Highways Agency roads will have been improved to incorporate safe, comfortable and convenient standards for *walking and* cycling, facilitating increased travel by cycle *and foot* and reduced car dependence.

### **3.16 Onshore Wind add**

*There is an over abundance of Wind Turbines in Northumberland, more than any other part of the Country, which is significantly affecting the special landscapes and cultural heritage of the County.*

#### **4.7 Employment Sites**

Fails to recognise the strategic location of Berwick with respect to growing markets in the Borders, Lothian and Edinburgh. Therefore this line should be added

*To recognise the strategic location of Berwick with respect to the stronger Economy in Scotland, and seek to capitalise on that by offering strong support for the key industrial estates, being the Berwick Ramparts & Tweedside Trading estates.*

This statement is not appropriate for constrained Towns such as Berwick, and thus not supported by the NPPF.

“Support the development of high quality office accommodation at Northumberland Business Park, and key locations in the other Main Towns”

And should be changed to read

*Support the development of high quality office accommodation at Northumberland Business Park, and key locations in the other Main Towns, where there is a proven commercial need. The development of offices at the edge of town should be supported where there is a strategic value, such as the Berwick Ramparts location on the A1 dual carriageway to Scotland.*

**Policy 1** should recognise the impact of Travel to Work distances, and seek thus promote the development of Employment that are accessible to high population densities. Add a new section I

*i. The Plan will encourage the development of Employment Sites that are located close to communities in order to minimise journey to work times, and thus offer wider access to employment and reduce the environmental impact of private car usage.*

#### **Policy 2** Broadly support

However repeating the comment on the location of employment sites, sustainable design needs to take a holistic approach to the nature and use of the urban landscape to minimise travel times, and to offer widest choice and accessibility to populated areas. Thus mixed use development offering a range of uses may well be preferable to a simplistic single use per site policy. ADD

*Subject to other policies mixed use development will be supported subject to the overall design being in accordance with the principles of High Quality Sustainable Design.*

### **Policy 3**

This fails to recognise the constrained nature of Berwick Upon Tweed. This needs to be recognised as follows. ADD

*Where the existing capacity to develop is constrained, such as Berwick-Upon-Tweed then key services will have to be developed at the edge of town, or at other locations that minimise their distance from populated areas.*

### **Section 5 Delivering a thriving and competitive economy**

Para 5.5. currently reads

“The Northumberland Economic Strategy (2015-2020) seeks to support the SEP with a long term plan for the creation 10,000 additional jobs to 2031. Its vision by 2020 is for a "prosperous Northumberland founded on quality jobs and connected communities". The Economic Strategy identifies how key growth priorities will be supported through an 'Investment Zone' in the South East Northumberland and Central Northumberland areas, where spending will help deliver industrial development and better connectivity with the Tyneside market; and a 'Growth Network beyond', centred on the network of Market Towns. In particular the Economic Strategy emphasises the economic benefits of:

The reopening of the Ashington Blyth Tyne Line to passenger transport;  
The construction of the Morpeth Northern Bypass; and  
The potential for economic growth around the Blyth Estuary.”

However the Northumberland Economic Strategy (2015-2020) opening line in section Starts with this statement

- dualling of the A1 strategic road network to Scotland, [Alnwick to the Berwick Borders with Scotland]

The strategic importance of Berwick, its industrial estates, and its port must be a high priority in the strategy to deliver economic growth of Northumberland.

This opening section should read (as in the NES)

*Dualling of the A1 strategic road network to Scotland,  
The reopening of the Ashington Blyth Tyne Line to passenger transport;*

*The construction of the Morpeth Northern Bypass; and  
The potential for economic growth around the Blyth Estuary.*

Table 5.2 fails to list Berwick at all.

The current proposal is to delist 18 hectares of Class B allocations. Whilst some should be delisted, it is essential that our key economic growth points, being the Berwick ramparts and the Tweedside Industrial Estates are protected. This is covered in 5.47, but it would help to emphasise the ambition to develop quality employment in Berwick at these Industrial estates. The plan should also state that the Berwick ramparts, in view of its strategic position as the Northern Gateway of both Berwick and Northumberland to Scotland should be allowed to develop Class B1 Offices, and Class A2 Commercial Services. This to be reflected by adding to

#### **Policy 4**

*Class B1 and A2 development will allowed on the Berwick Ramparts and  
Tweedside Trading Estates.*

#### **Policy 9 Tourism**

This should highlight the value of developing tourisms by exploiting our coastline, and the potential to create a new Long Distance Footpath linking the Northumberland AONB with the John Muir Trust coastal zones in Scotland. It should also exploit the potential for Berwick to become a World Heritage Site within the plan period.

Add two new policies

*To support the creation of a new Long Distance Footpath challenge, linking  
the Northumberland AONB with the John Muir Trust Coastal Parks.*

*To promote Berwick Upon Tweed as the Heritage Centre for the Borders, and  
take it forward as a candidate for World Heritage Site status.*

#### **Policy 13 Offices in Town Centres**

This fails to recognise the constrained nature of Berwick, and the strategic importance of our industrial growth zones, which are recognised elsewhere in this plan. This should be changed with following. ADD

*e. where town centre development is constrained or may detract from the  
urban landscape, Offices can be located within edge of town sites designated  
elsewhere in the plan for economic growth.*

## **Section 6 Housing**

The current view from the evidence gathering exercise for the Berwick, Spittal and Tweedmouth Neighbourhood plan is that the housing allocations do not reflect the actual need, and the figures are dated.

A number of extant planning consent are now considered unlikely to proceed (e.g Spittal Point). The mix of housing in the list is wrong, with insufficient small units for single people and starter families. Finally there is an under supply of affordable housing for both sale and rent.

We therefore require the policy to allow for additional housing allocations will be made to account for future growth not allowed for in the currency evidence base. The plan should also recognise the national trend that town centres are repopulating, and employment sites of all classes are moving to edge of town locations. ADD

*The priority will be given to re-use of brown field sites within town centres for, and suburbs where available for housing, in preference to the use of green-field sites.*

*The village integrity of small communities located close to larger communities will be protected.*

## **Policy 23 Travellers**

Berwick has a shortfall of 7 pitches over the plan period, and our only legal site is at capacity. Therefore we will support the creation of 10 new serviced pitches for use off of the A1 by-pass where appropriate.

## **Section 7 Green Belt**

There are none in our area

## **Section 8 Conservation**

**Section 8.47** we should seek the extension of the Northumberland Coast AONB north to Spittal Point, to include Spittal Beach, on both environmental and heritage grounds. Where appropriate ADD

*We will support the extension of the Northumberland Coast AONB to include Spittal Beach.*

**POLICY 33 and POLICY 34** cover historic environment and heritage assets, and assets at risk, respectively. These policies, especially POLICY 33, are of particular

important for historic towns such as Berwick, whose Conservation areas (3) are at risk on Historic England's current Heritage at Risk Register in Northumberland, but the preceding paragraphs to these policies contain some worrying implications for Berwick.

**8.67** All this becomes especially relevant when it comes to considering which heritage assets have the “highest significance” and what might constitute “harm” or “substantial harm” to such assets. Para 8.67 refers to loss/harm by proposed development to heritage assets of the highest significance being wholly exceptional, and that the proposed development must have nationally significant public benefit that outweighs the harm. In other cases (it is stated) substantial harm should be resisted unless there is substantial public benefit. So what is public benefit, harm, substantial harm and highest significance? Is it just Hadrians Wall that is of highest significance? *Surely Berwick Walls and Bridges are deserving of being considered to be of “highest significance” too given the national importance, albeit not world heritage status.* POLICY 33 b) also covers harm to heritage assets and circumstances where public benefit might outweigh this, but with even less clarity than para 8.67, and the wording is not consistent with para 8.67, so making POLICY 33 **NOT EFFECTIVE**.

Reference is also made in para 8.67 to “balanced judgements” being required on all this without any guidance on how to make such judgements. At this point reference should be made to *Planning Practice Guidance (supporting the NPPF) entitled “Conserving and enhancing the historic environment”*. This guidance at least discusses what is meant by “harm” and what is meant by “public benefit” – on the latter stating that it should be of a scale and nature to be of benefit to the public at large, and not just private benefit. But this does not go far enough either.....so more is needed in Core Strategy to make POLICY 33 **EFFECTIVE**.

**8.69 Hadrians Wall**, as a world heritage site, not surprisingly gets much attention but it appears a little *out of balance with the lack of attention to the internationally important heritage in Berwick.*

**Para 8.73 lists the County’s “iconic buildings that frequently appear in marketing literature.....that help define the historic character of NE England”**. THIS LIST DOES NOT INCLUDE ANY OF BERWICK BUILDINGS, NOT EVEN THE SCHEDULED GRADE 1 LISTED WALLS. The closest building in this list to Berwick is Lindisfarne Castle. The Elizabethan Walls, their mediaeval setting including the Edwardian defences and Castle remains, and “iconic” Listed Bridges and Berwick castle should be included in the list at a minimum. There is currently **NO JUSTIFICATION** for excluding them. Change to

*8.73 Northumberland's historic legacy is the setting for people's lives; it is where they live, work, shop and enjoy leisure and recreation activities. It is*

*also an important draw for tourists. Many of the County's buildings are iconic and frequently appear in marketing material: Alnwick, Berwick's Elizabethan Walls and 309 listed buildings, Lindisfarne, Bamburgh, Dunstanburgh and Warkworth castles, Hexham Abbey and Cragside are symbolic of Northumberland, to the extent that they help to define the historic character of North East England.*

**Para 8.78** on THIs and CAPS mention Berwick and their wider regeneration objectives, acknowledging that preservation and enhancement of heritage assets is important to SOCIAL and ECONOMIC well being of communities. This is welcome, as it provides the link between conservation and economic regeneration. To build on this, and make policy more **EFFECTIVE**, *a statement upfront in the spatial vision section on the importance of historic market towns having a conservation-led regeneration approach* might help.

**Para 8.80** *makes reference to local LISTING and that local groups should compile these, if indeed they think it necessary. It would be helpful to add that the County would provide resources to support local groups in compiling a local LIST, particularly where heritage is critically linked to the local economy. This would make policy more **EFFECTIVE** as well as **JUSTIFIED**.*

POLICY 33 of the Core Strategy states that “where conservation/enhancement of heritage assets is required, but limited resources are available.....priority will be given to assets considered to be characteristic of Northumberland”. Well if assets considered to be “characteristic of Northumberland” are those listed in para 8.73 as those helping to define the historic character of NE England, Berwick is missing, as pointed out above. This is not **JUSTIFIED**. All the more important to *change that paragraph to include Berwick assets and/or state in the policy itself what these assets are, and ofcourse include Berwick.*

Further the statutory 'lists' are required to be protected, the plan should allow for local decisions to be taken to prepare a supplementary Northumberland List of Heritage Assets, that will be given the same protection once so designated.

### **Policy 30**

Berwick Town Council supports the principle of protecting the Landscape Character area 1A as defined in the map to be taken with Policy 30.

### **Policy 33**

As a practical example of the difficulty with POLICY 33 itself. The weasel words “public benefit” potentially allows for real harm to heritage assets, especially when,

as has happened in recent cases in Berwick, public benefit is taken to mean a handful of jobs that may not even be net new jobs and is weighted higher than any harm to heritage assets. More is needed here to aid interpretation in practice in a manner that is clear to all. *Whilst an element of judgement on a case by case basis is inevitable, help is needed to interpret the terminology as well as the nature of the circumstances where harm to heritage assets can be outweighed* in order to make **POLICY 33 EFFECTIVE.**

This Paragraph fails to recognise the significance of the Cultural, Historical, Architectural & Heritage impacts of Berwick Upon Tweed, and the surrounding Borders area. ADD

*The historic border town of Berwick Upon Tweed and its surrounds, which will be considered as a candidate for recognition as a Work Heritage Site*

*Developments that could be detrimental to the opportunity to seek World Heritage Site status for the walled town of Berwick will not be supported.*

### **Policy 33c**

Currently says “The historical context will be is a key consideration”, please correct grammar to read

*The historical context is a key consideration, making use of the Historic Landscape Characterisation study, the Historic Environment Record and other relevant records to inform decision-making;*

### **Policy 35 : water quality**

Given that the management of the catchment of the River Tweed, which includes approximately 80% of the river systems in the North Delivery Area, is undertaken by a body based in Scotland, it is essential that the Core Strategy policy makes clear the commitment to work with the adjacent authorities, even if under separate government jurisdiction. ADD

*f. We will cooperate with adjacent authorities in Scotland & England to ensure proper management of water resources that cross English and Scottish boundaries.*

### **Section 9 Communications**

We support this policy but would prefer this wording

*"Full duelling of the A1 through Northumberland to the Berwick Borders with Scotland and improved local links/junctions to the A1."*

#### **Policy 44 reads**

"Development which would prevent the reintroduction of passenger rail services on the following lines will not be permitted

South Tynedale Railway linking the North Pennines AONB and South Tynedale with the Tyne Valley Line at Haltwhistle; and

Aln Valley Railway linking Alnwick with Alnmouth.

Add

*and the potential to open or reopen local stations between Berwick & Morpet, to include re-opening of Belford Station to passenger traffic both directions.*

We strongly support the following and suggest the addition in italics

Existing rail freight facilities will be safeguarded, including:

..... Tweedmouth Goods Yard *in Berwick*

#### **Policy 46**

Add in italics

Ports, harbours and beach launch facilities

In plan-making and assessing development proposals the Council will support:

The expansion of port facilities of *Berwick & Blyth* to allow growth in sustainable sea based freight movement;

#### **Policy 48 - to add**

*Planning for broadband infrastructure*

*"The Council supports the development of broadband infrastructure and the enhancement of broadband coverage across the County for the benefit of businesses, residents and visitors, and the sharing of infrastructure, for example ducts and poles, between utilities in order to minimise disruption, reduce installation costs and increase the viability of service provision. etc.*

*The development should avoid adverse impacts on areas of ecological interest, areas of landscape importance, archaeological sites, conservation areas or buildings of architectural or historic interest and their settings.*

*Proposals for new broadband infrastructure should identify how any adverse impacts on the environment and communities can be mitigated."*

## **Section 10**

The Council opposes all forms of mineral extraction and landfill in the Northumberland AONB and National Park

## **Policy 51**

Green infrastructure should also take account of similar landscapes and designation in neighbouring areas – e.g. linking the Northumberland Coast Path with the Southern Upland Way, by improving the existing coast path North of Berwick. There add the line in italics at the end.

Provide opportunities for communities to protect local environments that are important to them, for example through Local Green Space or Local Nature reserve designations; and

*Support policies that link environmental and heritage assets with similar assets located in neighbouring plan areas.*

## **Section 11 Minerals**

This is highly political, and I cannot see BTC reaching a consensus. It presents policies on mineral extraction, land-fill, conventional gas (drilling), unconventional gas (fracking) and coal.

I will be personally opposing all gas extraction, coal extraction, mineral extraction in the AONB and National Park, and all landfill.

I suggest that Councillors should determine their own views and submit them individually

## **12 Implementation**

Add at end the creation of a monitoring office in each delivery area to maximise effective delivery.

*.And*

*Establish a monitoring office in each delivery area, which will be responsible community engagement and ensuring that the plan is delivered in each delivery area.*

## RESOLUTION TO FULL COUNCIL

### ORGANISATION OF AN INVESTORS CONFERENCE FOR BERWICK, TWEEDMOUTH & SPITTAL

Berwick has an outstanding location for the development of commercial links across the Borders, linking Scotland with England. Our transport assets are the A1, East Coast Line and our Port. We can offer a range of green field sites for economic development on our key industrial estates - Berwick Ramparts and Tweedside. These offer opportunities for both small and large enterprises as well as start-up businesses.

There is a wealth of support from Local, Regional & National resources. We have NCC, the NELEP, as well as the Transport Systems Catapult which have a base just over the Border at Herriot Watt, and the Space Systems Catapult outreach team in Durham. The Governments Knowledge Transfer Programme, which supports 2-year in-house graduate training for businesses is under-subscribed. The list goes on, there is a lot of support on offer for economic development, but it is not well publicised in Berwick.

To capitalise on this we need to market Berwick as place to do business in, to invest in and to create skilled jobs. Our commercial strengths are more than tourism, we have a number of businesses engaged in green technologies, and we are a regional centre for agricultural produce processing, we host a cluster of creative arts. We are not on our knees and are not starting from scratch.

We have skills, talent, available land, transport links and above all we have the people of Berwick, Tweedmouth & Spittal.

There is no quick fix, but a tried and tested method to attract investment is to host an Investors Conference. NCC have announced a range of new ERDF funding stream, there are UK schemes on offer such as the Small Business Research Initiative tenders and Innovate UK calls, the Catapults are regularly announcing new programmes, and there are the new H2020 EU programmes for 2016/17.

The sources of enabling funds are available to businesses in our area, on both sides of the Border. This conference will serve a dual purpose of both disseminating availability of these funds, and presenting Berwick as a town to invest in. The event will attract commercial interest from the North East and Scotland. Once here it will be an opportunity to market our Town's potential for private sector investment, and to help develop commercial partnerships.

Both Anne-Marie Trevelyan and NCC have expressed their support for this event.

## RESOLUTION

That Berwick Town Council in partnership with NCC, Anne-Marie Trevelyan and other partners should organise an Investors and Funding Conference in Berwick to held early 2016.

An initial Conference Organising Committee be established to plan and run the event.

[Councillors Hill, Hodgson and Goodyer have already agreed to be on this Conference Organisation Committee]

## FINANCIAL IMPACTS

Dependent upon the scale of the conference a budget of between £5k to £10k will be required. No work on marketing should be started until at least £5k is pledged. A rough breakdown is as follows

Assuming 200 delegates including speakers and staff

Catering £10 per head £2000

Venue and equipment hire £250

Marketing materials and advertising £1500 (note that use free service such as the KTN portals, Innovate UK and Eventbrite will reduce costs)

Staff costs £1500

Annex 1 Outline Agenda which will change a lot

10.30 to 11.45 Setting The Scene

Welcome by The Mayor

Key note Speaker

Local Business Representative

Break 11.45 to 12

Innovation and Business Support Funding 12 to 1

ERDF & Regional funds (speaker from NCC or NELEP)

Innovate UK Funds covering SBRI, IUK and related schemes (speaker from IUK already offered)

EU Funds - National Contact Point for SMEs or similar

Knowledge Transfer Partnerships (KTP) - either regional KTP advisor or Northumberland University

1 to 2 Lunch and Networking with B2B meetings pre-arranged

Berwick's Offerings 2 to 3

Port Authority

Tweedside & Berwick Ramparts Estates

Spittal - covering both business but leading in to tourism

Tourism

3 to 3.30 break and Networking

3.30 to 4.30 Coach Tour of Berwick's Business & tourist attractions

Plus a trade exhibition for local SMEs

**Berwick-upon-Tweed Town Council**  
**PAYMENTS TO BE APPROVED**

See page 3 for accompanying explanatory notes

<b>Voucher Code</b>	<b>Date</b>	<b>Cheque</b>	<b>Description</b>	<b>Supplier</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
276 Remembrance Day	18/11/2015	101205	Remembrance Day Band	Berwick Concert Band Society	105.00	0.00	105.00
277 Civic expenses	18/11/2015	101206	Subscription	Guild of Macebearers	25.00	0.00	25.00
278-84 Salaries:	18/11/2015	101207	Salaries:	Northumberland County Council	6675.86	0.00	6675.86
285 Salaries: Payroll costs	18/11/2015	101207	PAYroll	Northumberland County Council	2.00	0.40	2.40
286 Wilson's Tales	18/11/2015	101208	Grant	Wilson's Tales project	1,600.00	0.00	1,600.00
287 River Tweed Salmon Co.	18/11/2015	101209	Grant	River Tweed Salmon Co.	5,000.00	0.00	5,000.00
288 Councillor Travel & Subsistence	18/11/2015	101197	Flowers	D Blackburn	15.00	0.00	15.00

**Berwick-upon-Tweed Town Council**  
**DIRECT PAYMENTS TO BE NOTED**

<b>Voucher Code</b>	<b>Date</b>	<b>Cheque No</b>	<b>Description</b>	<b>Supplier</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
273 Telecoms	18/11/2015	directdebit	phone	BT	63.96	12.79	76.75
274 SSP Electricity	18/11/2015	directdebit	Electricity	British Gas	9.15	0.45	9.60
275 Electricity	18/11/2015	directdebit	Electricity	Southern Electric	48.03	2.40	50.43

Explanatory Notes to accompany payment list.

**Voucher** Notes

276	Charge for Berwick Concert Band attending Remembrance Day
277	Annual membership cost of Sargent at Mace being a member of Guild of Mace Beraers
278-85	November pay costs
286	Part payment of approved Portas grant to Wilson's Tales project to support displays and other materials for 2016 pop-up museum
287	Full payment of approved Portas grant to River Tweed Salmon Co to promote salmon netting as an attraction
288	Payment of cost of Flowers for DoE participants

## BERWICK-UPON-TWEED TOWN COUNCIL

**Minutes of the Town Council Environment and Regeneration Committee Meeting held on Monday, 14 September 2015 at 6.00 pm at The Town Hall, Marygate, Berwick-upon-Tweed**

### **PRESENT:**

Councillors:	I Dixon (Chair)	G McLean
	H Bettison (left at 6.30)	G Roughead
	D Blackburn	C Seymour
	A Forbes	G Smith
	A Gibson	

### **IN ATTENDANCE:**

W Pattison, Town Clerk

5 members of the public

### **OPEN SESSION**

Mr John Haswell expressed concern at poor Councillor attendance at a recent meeting with the Lighthouse Film Company regarding the filming of the Berwick Video for the Visit Berwick Website. Mr Haswell also advised BTC needed to employ a tourism officer as a matter of urgency and that the Chamber of Trade would be inserting an advert into a nationwide Coach Company holiday brochure. Cllr Dixon advised a lot of Councillors worked through the day and an evening meeting would be better to discuss tourism and it was agreed to arrange this shortly and also invite Mr Derek Sharman and Mr Jim Herbert.

#### **ER033/15      1. APOLOGIES FOR ABSENCE**

Apologies for absence had been accepted from: Councillors J Lang and G Hill (holiday).

#### **ER034/15      2. MINUTES OF THE LAST MEETING**

The minutes of the meeting held on 20 July 2015 were agreed and signed as a correct record.

**ER035/15**

**3. DISCLOSURE OF INTERESTS**

Cllr Gibson, items 11 and 13 personal, Cllr Blackburn items 8 and 10, Cllr McLean items 6 and 10, Cllr Bettison. Item 12.

**ER036/15**

**4. REQUEST FOR DISPENSATION**

There were no requests for dispensation.

**ER037/15**

**5. PORTAS MANAGEMENT GROUP**

Cllr Bettison advised that the choices had been narrowed down to 3 by Councillors and they were, Make Beautiful Berwick Happen, Cobbles at the Quayside which are uneven and difficult to walk on, Shop Fronts to be painted and empty shop windows decorated/painted.

Costs will be properly established and will be discussed again.

**RESOLVED: To ascertain costs**

**ER038/15**

**6. PLAY PARKS**

A meeting will be held on 23<sup>rd</sup> September at 12 noon with the Council's Solicitor Andrew Daverson to discuss the current progress of the freehold transfer. Cllr Gibson advised his concern at the delay in progressing Flagstaff Park, Cllr Seymour advised that the Council's Solicitor had advised that the Council should wait until the transfer was complete before placing new equipment. This will be discussed again at the Council Meeting of September 28<sup>th</sup> when all Councillors will have met with Mr Daverson by that date.

b) Vandalism Concerns were discussed and in particular wooden fencing being repeatedly destroyed at the Highcliffe Play area and also at Newfields. Cllr Seymour thought metal fencing was the answer and also had concerns that NCC had stopped doing repairs due to recent vandalism. CCTV cameras were mentioned and Cllr Bettison advised this issue was to be discussed at the October Council meeting. Cllr Roughead mentioned Blyth Council had introduced their own camera at play parks which had a removable memory stick to check on vandalism and these were mounted on lamp posts at a cost of £250 payable to NCC. Suspend Standing orders – Mr Darling advised a supplier would install the necessary cameras – Resume Standing Orders Cllr Gibson thought all Berwick play parks should eventually all have cameras.

**Councillor Bettison left the meeting**

c) Four Housing have advised they are not willing to freehold transfer land at Westfield, Springdale and Grove Gardens South, but will lease the land to BTC.

Councillors discussed in detail and it was eventually decided to request that the Clerk invited representatives to come to BTC from Four Housing to discuss the matter further and invite County Councillors and Ward Councillors to attend.

**RESOLVED: To invite Four Housing to attend a meeting in the BTC office**

**ER039/15**

#### **7. SEATS AND BENCHES**

Cllr Gibson with the assistance of Cllr Mclean will compile 3 lists of all 300 seats in Berwick, one list will have all seats requiring varnish/paint, 2<sup>nd</sup> list will have all seats needing repair and a third list would have all seats beyond repair and needing uplifting/removing. Cllr Seymour advised this was repetition and had already been done but the Clerk advised this was an easier way to keep control of all seats needing attention. No further seats will be purchased. Suspend standing orders – Mr Darling advised a rolling charge for seats should be undertaken with seats in preferred locations costing more to buy - Standing Orders resumed. A decision on a member of the public requesting a plaque on a seat in memory of a loved one, will be, plaques to be charged at a £100 and £150 for the purchase of a seat of their choice, total £250, and the person commemorating/purchasing the seat must also take on the care and maintenance of the seat infinitum. This was proposed by Cllr Forbes and seconded by Cllr Gibson and agreed by all.

**RESOLVED: £250 charge for a seat purchased in memory of a loved one and the buyer must also take on full maintenance of the seat. No further seats to be purchased for the time being**

**ER040/15**

#### **8. DUKE OF EDINBURGH AWARD SCHEME**

Mr Sion Gates, Manager of the Youth Hostel in Berwick has proposed BTC consider providing a minor work schedule for 10 students from the Duke of Edinburgh Award scheme to work in the Town. The Students will be supervised overall by Mr Gates and a request for volunteer Councillors to assist and direct the work was requested. Cllr Blackburn advised BTC would

need to provide paint, varnish etc and Cllrs Gibson and McLean thought painting town centre seats and planters and also litter picking was a good variation of work for the students who are expected to be aged between 16 -19 years. Cllr Forbes advised of her assistance and also suggested if it was raining, the students could paint the inside the scout hall at a lower level only. Standing orders suspended – Mr Darling thought a Risk assessment could be provided by a local painter and to just concentrate the work in one area only. Standing Orders re-instated. Cllr Dixon thought it was a good PR exercise. Cllr McLean thought it was a good idea but there were logistics to consider and Cllr Seymour also expressed concern on viability. The work would be done over a 3 day period 21, 22 and 23rd of October. Due to Mr Gates having to advertise the work/invitation this week, it was a matter of urgency to make the decision. Councillor Gibson then proposed and Cllr Forbes seconded and was carried unanimously to invite the students to Berwick with Cllr Seymour abstaining.

**RESOLVED: To agree a minor work schedule and to provide paint and other materials for Duke of Edinburgh Award students**

**ER041/15**

**9. NOTICEBOARDS**

Councillors agreed there were a lot of notice boards to post information re the Town. Councillor Forbes suggested all Ward Councillors posted information in their own wards. The BTC website contains relevant information as required/needed. Councillors were in general agreement that a central notice board for important information was satisfactory and other notice boards would hold yearly/ peripheral information.

**RESOLVED: To keep the central notice board updated**

**ER042/15**

**10. REPAIRS REQUIRED FOR PIER ROAD SHELTER**

Cllr Mclean advised the Shelter was actually the Ness Gate shelter and was located just under the arch and needed re-roofing and re-furbishing. Cllr Seymour thought the shelter had listed status. Cllr Blackburn thought the ownership could be ascertained from the Assets Committee at NCC and in the meantime the Council should pay for the necessary repairs until the owner (s) were found. This was proposed by Cllr Blackburn and seconded by Cllr

Seymour, but a vote taken was 6 against with one abstention. A vote to ascertain ownership before undertaking repairs was proposed by Cllr Dixon and seconded by Cllr Roughead and this was carried by all Councillors with Cllr Seymour abstaining and Cllr Blackburn against.

**RESOLVED: To ascertain ownership before undertaking repairs**

**ER043/15**

#### **11. BUS SHELTERS AND LITTER BINS**

The bus shelters were all cleaned and reported as satisfactory with just a few reservations in regard to Spittal. Cllr Gibson proposed that all litter bins located at the bus shelters should also be cleaned and quoted an extra £1 per bin as well as the £8 to clean all the shelters.

This was agreed and a proposal to clean all bins and bus shelters every 2 months for £9 each was agreed.

Cllr Roughead mentioned a problem with the time on the electronic notice board at Golden Square which was 40 minutes slow and requested this be repaired. Cllr Smith requested a litter bin to be placed outside of the Spar Shop in Tweedmouth.

**RESOLVED: To clean all bus shelters and litter bins located next to the shelters at £9 per shelter every 2 months and repairs to be made to the electronic notice board at Golden Square. A litter bin to be placed outside the Spar Shop in Tweedmouth.**

**ER044/15**

#### **12. CHRISTMAS LIGHTS FOR SPITTAL**

Mr Mike Greener, Spittal Improvement Trust has requested assistance from the Town Council to supply new Christmas Lights for Spittal. No costs were supplied to Council. Councillors agreed if the cost was within the Clerk's delegated authority, consideration could be given.

**RESOLVED: Consideration will be given to provide funding for Christmas Lights depending on costs.**

**ER045/15**

#### **13. QUEEN VICTORIA FOUNTAIN CASTLEGATE**

Councillor Gibson expressed concern that the Queen Victoria Fountain at Castlegate had not been in working order for some considerable time.

Councillors were in agreement that it should be repaired and this was proposed by Cllr Gibson and seconded by Cllr Blackburn and agreed by all.

**RESOLVED: To ascertain cost and gain estimates for repairs.**

**ER046/15**

**14. PRIOR PARK**

- a) Cllr Graham has requested a litter bin to be provided at the corner of Springdale and Prior Road. This was discussed at length and after Cllr Blackburn advised it was a resident request it was agreed to provide a litter bin in that location.
- b) Grit bins we also requested at each end of the estate - after a lively discussion it was agreed that this request needed to be re-appraised due to there already being several grit bins located in Prior Park already, with 2 in the requested vicinity.

**RESOLVED: To provide a litter bin at the corner of Springdale and Prior Road but to re-appraise the grit bin provision**

**ER047/15**

**15. DATE OF NEXT MEETING**

The next meeting would be held on Monday 16 November 2015 at 6.00pm.

## BERWICK-UPON-TWEED TOWN COUNCIL

**Minutes of the Town Council Finance and Resources Committee Meeting held on Monday, 7 September 2015 at 6.00 pm in the Ante Room at The Town Hall, Marygate, Berwick-upon-Tweed**

### **PRESENT:**

Councillors:	G Hill (Chair)	A Gibson
	D Blackburn	G McLean
	I Dixon	G Roughead
	A Forbes	C Seymour

### **IN ATTENDANCE:**

W Pattison, Town Clerk  
Cllr G Smith  
4 Members of the Public

Cllr Hill welcomed everyone to the meeting and referred to her personal commitment, and the need, to restore public confidence in the Council's finances.

### **OPEN SESSION**

Mr Brian Darling referred to the EGM taking place on Tuesday 8<sup>th</sup> September and requested a publically named and accountability vote as opposed to a confidential meeting / secret ballot.

#### **F051/15      1. APOLOGIES FOR ABSENCE**

Apologies for absence had been accepted from: Councillor H Bettison (no apologies).

#### **F052/15      2. MINUTES OF THE LAST MEETING**

The minutes of the meeting held on 13 July 2015, Cllr Hill advised the events grant was not approved at this meeting but at a later one, and a typing error with an extra nought on page 2 was corrected and the minutes were then agreed and signed as a correct record.

F053/15

### 3. DISCLOSURES OF INTEREST

Cllrs Hill and Roughead declared an interest in Tweedmouth Feast payment, item 173 on payments list, Cllr McLean declared an interest re item on payments list 170, Berwick Deserves Better, and, Cllr Gibson on the cycle route, item 7 and Cllr Blackburn on Cycle Racks at Megs Mount, item 5, due to running a business at that location.

F054/15

### 4. REQUEST FOR DISPENSATION

There were no requests for dispensation.

F055/15

### 5. CYCLE RACKS AT MEGS MOUNT

Councillors looked at 3 quotes to provide cycle racks at Megs Mount, Cllr Mclean thought the Sheffield Cycle Racks in black, would compliment the black railings already at Megs Mount. Cllr Seymour thought the cycle racks in situ outside the Advertiser Office could be moved to Megs Mount in order to accommodate the Digital Notice Board and at no extra cost. It was thought those cycle racks were too bulky and would not match Megs Mount surroundings and they could be accommodated elsewhere such as the Chandlery/Harbour Beach. The Clerk also mentioned that former Sheriff, Mr Michael Richardson had agreed to put the cycle racks into place free of charge at Megs Mount.

**RESOLVED: To Order Sheffield Cycle Racks in black at a cost of £300 for 4**

F056/15

### 6. CHARTER MARKET VIABILITY

Cllr Dixon advised his concern that he felt BTC were currently not in a position take on the Charter Market at this particular time as too many questions still needed to be answered. Cllr Hill advised this item/pop up stalls would be coming up at full Council to be discussed as a Portas suggestion. Cllr Forbes queried canopies and stalls as being purchased already with Portas funds. **Standing Orders Suspended** – Mr John Haswell asked if Alnwick had been contacted on how they ran their Market? **Standing Orders resumed** – Cllr Seymour advised the market lease had 17 years to run between the Freeman and NCC. To arrange a new lease between the Freeman and BTC may be costly, but in the long term believe it would be financially good for Berwick. Cllr Blackburn advised no documents were provided in order for Councillors to make a proper and informed decision.

**RESOLVED: To seek further advice/reports/documents from Mr Bob Hodgson, NCC, Mr Robert Leetham, BTC Finance Officer and also from the Freeman Trustees.**

**F057/15**

**7. CYCLE ROUTE SIGNAGE**

A millennium cycle route sign post which had lain undiscovered in Mike Lee's workshop for 15 years was recently found by Cllr Alex Gibson and has now been installed at Hud's Head, Spittal by NCC. A mix up regarding permission for NCC to go ahead and install had resulted in a large invoice which was later reduced by half. Cllr Gibson advised Councillors that he had worked very hard to obtain cheaper quotes and expressed his concern that local tradesman had wasted their time in regard to submitting an estimate. Cllr McLean thought that the Council should not be paying for pot holes to be filled in the surrounding area and Cllr Roughead thought the Council should ask NCC to fund the whole project.

**Standing Orders suspended.** Mr Brian Darling advised of a seat which had been washed away some time ago and had not been replaced - **Standing Orders resumed.** The totem pole will be looked after and cleaned by Sustrans. Cllr Gibson referred to a quote he had obtained to put down paving stones around the area to improve the site's appearance. Cllr Hill advised NCC should be made aware that they cannot do work for BTC without getting proper written permissions.

**RESOLVED: To await the invoice from NCC**

**F058/15**

**8. BERWICK COAT OF ARMS**

Mrs Sheila Budzynski, Berwick Inner Wheel has requested permission to copy the Berwick Coat of Arms (Bear and Tree) and to have a badge made to put onto the presidents chain of office in memory of Mrs Majorie Richardson, whose husband Joe was a former Mayor of Berwick. Cllr Roughead thought a decision should be made at full Council but Cllr Hill thought it was in the remit of Finance and Resources and was then proposed by Cllr Hill to agree the request and was seconded by Cllr Dixon and agreed by all.

**RESOLVED: To allow a copy of the Berwick coat of arms to be made into a badge to go onto the Berwick Inner Wheel president's chain of office.**

**F059/15**

**9. AUTHORISATION OF PAYMENTS AND ORDERS**

Cllr Seymour queried the invoice re Berwick Deserves Better and felt it needed more clarity. Cllr Hill declared an abstention regarding approval.

Cllr Blackburn referred to the annual payment re the Council's insurers Zurich and advised Councillors and public that the Council were expecting a refund of all costs re employers liability claim and advised he had been informed of this by the Acting Town Clerk. The Clerk advised Cllr Blackburn that she had no recollection of the conversation and Zurich were not refunding any costs to the Council.

**RESOLVED: To approve all payments and orders appended to these minutes.**

**F060/15**

**10. APPROVAL OF PLANNED EXPENDITURE**

None.

**F061/15**

**11. NEIGHBOURHOOD PLAN**

Approval was sought for travel expenses of up to £300 for a Planning Consultant (son of the Acting Clerk) to speak to the Steering Group on the way forward for Berwick re the Neighbourhood Plan. This was agreed and proposed by Cllr Seymour and seconded by Cllr Hill.

**RESOLVED: To approve travel expenses up to £300 for a Planning Consultant.**

**F062/15**

**12. AUDIT AND OTHER WORK**

Cllr Hill advised Councillors that unfortunately Price Waterhouse Cooper had had to bow out of doing a general audit re Council's finances due to a conflict of interest with NCC. Costs were approved from 6k to 12k to do this work and the Clerk has delegated authority in regard to the work going ahead. Two companies have declared an interest in taking on the audit work, one of which is a high profile Scottish Accountancy and Audit Company who have no conflict of interest in Northumberland and the other company recommended by Cllr Eric Goodyer are based in the South of England and also have no interests in the Northumberland area.

**F063/15**

**13. FINANCIAL DECISIONS MADE BY OTHER COMMITTEES**

None.

**F064/15**

**14. APPLICATIONS FOR FINANCIAL ASSISTANCE**

The Chairman advised that the funding application for Berwick and District Youth Activity programme was sent too late to Councillors to lawfully approve expenditure. A vote was taken to defer or informally discuss the item and was voted at 4 to defer and 4 to discuss, the Chair gave a casting vote and the item was then deferred.

**RESOLVED: To defer this item until the next meeting**

**F065/15**

**15. DATE OF NEXT MEETING**

The next meeting would be held on Monday, 12 October 2015 at 6.00pm.

**RESOLVED: To exclude the press and public during discussion of the following Item, which includes issues of a personal and confidential nature.**

**F066/15**

**16. SERGEANT-AT-MACE'S SALARY**

This item will be discussed at the next Staffing Committee meeting on September 21<sup>st</sup> 2015.

Finance Resources Committee

Appendix D  
Item 9  
7th September 2015

**Berwick-upon-Tweed Town Council**  
**PAYMENTS TO BE APPROVED**

<b>Voucher</b>	<b>Code</b>	<b>Date</b>	<b>Cheque No</b>	<b>Description</b>	<b>Supplier</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
150	Bus Shelter Purchase	28/08/2015	101146	Bus Shelter purchase	Morethan Shelters	3,172.40	634.48	3,806.88
151	Holiday Guide advert	28/08/2015	101147	Printing	Inhouse design	50.00	0.00	50.00
152	NTA Days Out & Visit Berwick	28/08/2015	101148	Leaflet Distribution - Events	Crescent Information	180.00	36.00	216.00
154	Insurance	28/08/2015	101149	Insurance - general	Zurich Municipal	8,475.89	0.00	8,475.89
155	Professional Services	28/08/2015	101150	Legal services	Collingwood Legal	624.00	124.80	748.80
158	Recruitment Expenses	28/08/2015	101151	Advertisement staff vacancy	Johnston Publishing Ltd	444.17	88.83	533.00
159	Cleaning	28/08/2015	101152	Cleaning	Crystal Stone Ltd	45.00	0.00	45.00
160	Cleaning	28/08/2015	101152	Cleaning	Crystal Stone Ltd	75.00	0.00	75.00
161	Civic expenses	28/08/2015	101153	Refreshments	SPAR	415.00	0.00	415.00
162	Bus Shelter Maintenance	28/08/2015	101154	Bus Shelter repairs	Bob Lee Welding	122.56	24.51	147.07
163	Rent	28/08/2015	101155	Rent	Edwin Thompson	1,650.00	330.00	1,980.00
164	Service Charge	28/08/2015	101155	Rent	Edwin Thompson	53.39	10.68	64.07
165	Photocopies	28/08/2015	101156	Photocopies	Capital Solutions	111.56	22.31	133.87
166	IT Support	28/08/2015	101157	IT support	Northern Lab	90.00	18.00	108.00
167	Stationery & Printing	28/08/2015	101158	Stationery	Viking	122.21	24.44	146.65
168	Postage	28/08/2015	101158	Stamps	Viking	63.00	0.00	63.00
169	Equipment & Furniture	28/08/2015	101159	Fire extinguisher service	Firestop Safety	30.00	0.00	30.00
170	Berwick Deserves Better	28/08/2015	101160	Portas grant	Berwick Deserves Better	10,200.00	0.00	10,200.00
171	Tweedmouth Feast	28/08/2015	101161	Grant	Berwick Bounds Riding	1,500.00	0.00	1,500.00
172	Spittal Seaside Festival	28/08/2015	101162	Grant	Spittal Improvement Trust	3,855.70	0.00	3,855.70
173	Tweedmouth Feast	28/08/2015	101163	Grant	Tweedmouth Feast	1,200.00	0.00	1,200.00
174-81	Salaries:	28/08/2015	101164	Salaries:	Northumberland County Council	4,496.01	0.40	4,496.41

See page 3 for accompanying explanatory notes

**Berwick-upon-Tweed Town Council**  
**DIRECT PAYMENTS TO BE NOTED**

<b>Voucher</b>	<b>Code</b>	<b>Date</b>	<b>Cheque No</b>	<b>Description</b>	<b>Supplier</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
153	Salaries: Pension	28/08/2015	direct debit	Pension	NEST	153.13	0.00	153.13
156	Electricity	28/08/2015	direct debit	Electricity	Southern Electric	44.01	2.20	46.21
157	SSP Electricity	28/08/2015	direct debit	Electricity	British Gas	38.76	1.93	40.69

Explanatory Notes to accompany payment list.

<b>Voucher</b>	<b>Notes</b>
150	New Bus Shelter - cost covered by S106 money transferred from NCC
151	Holiday guide advert set-up cost
152	Distribution of visit Berwick leaflet
154	Annual insurance - covers all assets, regalia etc.
155	Legal advice
158	Advert for Sargent at Mace post
159-60	Office Cleaning
161	Refreshments for Mayor's Sunday and Freedom ceremonies
162	Repairs at Golden Square
163-4	Office rent and service charge
165	office photocopies
166	Monthly IT support
167	Office stationary
168	Stamps
169	Essential service of fire extinguishers
170	Part-payment of Digital Notice boards Portas grant to enable deposit with order to be paid
171	Payment of grant awarded to support Berwick Riding of the Bounds
172	Part-payment of grant awarded to support Spittal Festivals
173	Part-payment of grant awarded to support Tweedmouth Feast
174-81	Staff salaries for August

## BERWICK-UPON-TWEED TOWN COUNCIL

**Minutes of the Town Council Finance and Resources Committee Meeting held on Monday, 12 October 2015 at 6.00 pm in the Ante Room at The Town Hall, Marygate, Berwick-upon-Tweed**

### **PRESENT:**

Councillors:	Paul Hodgson (Chair)	G Hill
	A Forbes	G McLean
	A Gibson	G Roughead
	K Graham	G Smith

### **IN ATTENDANCE:**

W Pattison, Town Clerk  
6 Members of the Public

### **OPEN SESSION**

Ms Clare Dean thanked BTC re-claiming VAT monies due to the Council. Ms Clare Dean also expressed her concern at the absence of CCTV cameras and thought Police body cameras would not deter crime. Crime rates were again rising in Berwick compared to previous years. A representative from Pubwatch also expressed her concern that a Councillor had made public on social media that CCTV was not working in the Town and as a result of this had left Pub Managers/owners vulnerable and without protection.

The Town Clerk opened the meeting in the absence of a Chair and Vice Chair.

#### **F067/15 1.ELECTION OF CHAIRMAN**

Cllr Hill proposed Cllr Hodgson as Chairman and this was seconded by Cllr Graham and agreed by all.

**RESOLVED: That Councillor Paul Hodgson be appointed Chairman of the Finance and Resources Committee for the remainder of the 2015-16 municipal year.**

**F068/15**

## **2. APOLOGIES FOR ABSENCE**

Apologies for absence had been accepted from: Councillor H Bettison (alternative meeting), D Blackburn (holiday), I Dixon (personal) and C Seymour (holiday).

**F069/15**

## **3. MINUTES OF THE LAST MEETING**

The minutes of the meeting held on 7 September 2015 were proposed by Cllr Hill and seconded by Cllr Gibson and agreed and signed as a correct record by all.

**F070/15**

## **4. DISCLOSURES OF INTEREST**

Cllr McLean, item 7 – Christmas Trees as his son in law provides them and Cllr Graham also item 7 as requesting a tree for Prior and Cllr Roughead item 9 - Hoppa Bus.

**F071/15**

## **5. REQUEST FOR DISPENSATION**

There were no requests for dispensation.

**F072/15**

## **6. AUTHORISATION OF PAYMENTS AND ORDERS**

Cllr Hill queried item 210 which was denoted as erection of play equipment and asked if this was in regard to a Council planning application for the equipment at Flagstaff Park. The Clerk advised this was correct.

**RESOLVED: To approve the payments and orders appended to these minutes and advise on the £10 payment.**

**F073/15**

## **7. APPROVAL OF PLANNED EXPENDITURE**

The ordering of Christmas Trees came up for discussion with McCreath and Sons and Stichell Forestry both giving quotes. Cllr Mclean advised Mr McCreath had always given attention to detail and had replaced trees last year which he felt were not up to standard. Cllr Hill thought this may be a prejudicial interest and Cllr McLean apologised. It was decided to obtain one more quote and because of time factors the decision would be made on the chosen supplier by email between the Clerk and Councillors.

A decision on Christmas lights was deferred until more information was provided.

Cllr Anne Forbes advised that a Christmas tree at Highfields would be a nice gesture towards the community but would need 4 Housing permission and

Cllr Graham also requested a tree for Prior and this would be sited on resident land.

**RESOLVED: To obtain one more quote for Christmas Trees and to decide on the supplier by email due to time factors**

**F074/15**

**8. RECEIPTS**

Cllr Hill queried payment of £10 from the former Clerk and asked for further information.

**F075/15**

**9. BUDGET**

Noted.

Councillor Hill also requested all Councillors were to agree Budget Setting.

**F076/15**

**10. CAMERAS**

Northumbria Police has requested the Council consider providing police officers with 8 body cameras at a cost of £499.00 each. Councillors expressed once again their concern at the lack of working CCTV cameras in Berwick and although opinion was that the body cameras were a good thing for the protection of police officers it was also felt they would not help to lower crime in the Town because they would only be useful when officers were making an arrest or at a scene of a crime already committed. The Clerk advised quotes would be obtained from a Blyth Security Company regarding security cameras mounted on lamp posts containing a memory stick so that offenders could be detected once the film was played back. **Suspend Standing Orders** – Mrs Margaret Straughan advised her concern that this would not be immediately picked up by the Police and would not assist in violent situations and thought that the CCTV cameras need to be replaced. The Clerk advised options/costs would also be obtained and that the Council would also need Police co-operation. Cllr Hill thought the Council should also write to the Police Commissioner, Vera Baird and advise her of local concern/feeling. Councillors then agreed to not donate £4,000 for body cameras at this particular time. **Standing Orders resumed**

**F077/15**

**11. APPOINTMENT OF AUDITOR**

Mr Stephen Warren, Deputy Comptroller of Jersey Audit Office has been appointed to audit the Council's finances. Mr Warren has already started work

and will return on November 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup> to finish the audit and will return to the full Council Meeting on November 23<sup>rd</sup> to read his report out verbally. Cllr Hodgson advised the auditors terms of engagement had been approved by all Councillors. **Suspend Standing Orders** – Cllr Gibson asked Ms Clare Dean why her queries regarding the Council's accounts had had to be confidential. Ms Clare Dean advised it was her right to query tax payer's money and Cllr Graham advised the Council always welcomed the public's views and concerns. **Standing Orders Resumed**

**F078/15**

## **12. HUD'S HEAD**

The Clerk asked Councillors if they agreed to further work taking place at Hud's Head to lay paving stones and paint seats and generally improve the area which was at the start of the cycle route. Councillors agreed.

Cllr Mclean also asked the Clerk to report large pot holes on the tarmac which was a safety concern for cyclists.

**RESOLVED: To tidy up and lay paving stones and to paint 2 seats at Hud's Head and to report pot holes on the tarmac to NCC.**

**F079/15**

## **13. FINANCIAL DECISIONS MADE BY OTHER COMMITTEES**

None

**F080/15**

## **14. APPLICATIONS FOR FINANCIAL ASSISTANCE**

A request from Berwick and District Youth Activity Club for £1541.92 to provide an activity service for young people between 13 and 25 years which also includes the Duke of Edinburgh Award Scheme was discussed by Councillors Although not against the application, Councillors were not sure where exactly the venue was for the Club and Cllr Roughead wondered if the club had also approached other Parish Councils in the area for both funding and membership. A query on how much was currently left in the Council budget will also be investigated.

**RESOLVED: The Clerk will request further information in support of this application and also ascertain how much is left in the budget.**

**F081/15**

## **15. DATE OF NEXT MEETING**

The next meeting will be held on Monday, 9 November 2015 at 6.00pm.

**Berwick-upon-Tweed Town Council  
PAYMENTS TO BE APPROVED**

<b>Voucher Code</b>	<b>Date</b>	<b>Cheque</b>	<b>Description</b>	<b>Supplier</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
211 Promotion	02/10/2015	101179	Signs	AA Media Ltd	336.00	67.20	403.20
212 Promotion	02/10/2015	101179	Signs	AA Media Ltd	270.00	54.00	324.00
213 Professional Services	02/10/2015	101180	Legal services	Collingwood Legal	1,883.00	376.60	2,259.60
214 Professional Services	02/10/2015	101180	Legal services	Collingwood Legal	312.00	62.40	374.40
215 IT Support	02/10/2015	101181	IT support	Northern Lab	90.00	18.00	108.00
216 Dog Fouling (WOOFs)	02/10/2015	101182	Dog bag dispensers	Wybone	236.45	47.30	283.75
217 Photocopies	02/10/2015	101183	Photocopies	Capital Solutions	90.07	18.01	108.08
218 Floral Displays [materials]	02/10/2015	101184	Plants	Newton Don Nursery	487.60	97.52	585.12
219 Other Events Grants	02/10/2015	101185	Grant	Berwick Literary Festival	1,592.96	0.00	1,592.96
222 Community Projects	02/10/2015	101186	Grant	Berwick OAPs	300.00	0.00	300.00

See page 3 for accompanying explanatory notes

**Berwick-upon-Tweed Town Council**  
**PAYMENTS TO BE NOTED**

<b>Voucher</b>	<b>Code</b>	<b>Date</b>	<b>Cheque No</b>	<b>Description</b>	<b>Supplier</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
210	Legal & Professional Fees	01/10/2015	101166	Planning Fee	Northumberland County Council	192.50	0.00	192.50

**Berwick-upon-Tweed Town Council**  
**DIRECT PAYMENTS TO BE NOTED**

<b>Voucher</b>	<b>Code</b>	<b>Date</b>	<b>Cheque No</b>	<b>Description</b>	<b>Supplier</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
220	Salaries: Pension	02/10/2015	direct debit	Pension	NEST	153.13	0.00	153.13
221	Telecoms	02/10/2015	direct debit	phone	BT	101.18	20.23	121.41

Explanatory Notes to accompany payment list.

**Voucher** Notes

- 210 Planning fee relating to erection of play equipment in Flagstaff Park
- 211-2 Road signs promoting Autumn Festivals
- 213-4 Charges for legal advice on employment issues
- 215 Monthly IT contract
- 216 New dog bag dispensers
- 217 Monthly charge for office photocopies
- 218 Winter bedding plants
- 219 Part payment of grant awarded to Berwick Literary Festival
- 220 Monthly pension payment
- 221 Quarterly telephone bill [calls and line rental]
- 222 Payment of grant awarded to Berwick OAPs

## BERWICK-UPON-TWEED TOWN COUNCIL

**Minutes of the Town Council Planning Committee Meeting held on Wednesday, 2 September 2015 at 6.30pm in the Ante-Room, Town Hall, Marygate, Berwick-upon-Tweed**

### **PRESENT:**

Councillors:	C Seymour (Chair)	A Gibson
	H Bettison	K Graham
	D Blackburn	G Smith

### **IN ATTENDANCE:**

S Cozens, Assistant to the Clerk

3 members of the public

### **OPEN SESSION**

There were no statements by members of the public present.

#### **P037/15 1. APOLOGIES FOR ABSENCE**

Apologies for absence had been accepted from: Councillors I Dixon, A Forbes, T Forrester and G Hill.

#### **P038/15 2. MINUTES OF THE LAST MEETING**

It was noted that Councillor G Smith had attended the meeting of the Planning Committee held on 11 August. The minutes of the meeting held on Tuesday, 11 August 2015 were then agreed and signed as a correct record.

#### **P039/15 3. DISCLOSURE OF INTERESTS**

Councillor A Gibson declared a personal interest in Item 6 (Flagstaff Park).

#### **P040/15 4. REQUEST FOR DISPENSATION**

There were no requests for dispensation.

#### **P041/15 5. LOCAL NEIGHBOURHOOD PLAN**

An open meeting was held on Friday, 21 August 2015, supported by David English of Northumberland County Council. The governance and structure of the Steering Group was discussed, whose role is to manage the public consultation process. The Steering Group's is an advisory role whose recommendations will

be presented to a full meeting of Town Council. A press release has been drawn up which will be released in due course.

**P042/15**

## **6. FLAGSTAFF PARK**

At a recent meeting of full Council, members agreed to appoint Kompan to design/provide play equipment for Flagstaff Park. One of the items, the Corocord Spacenet, is 6 meters high and planning permission is required on play equipment over 4 meters. The Town Council would get 50% discount on the normal cost of a planning application.

### **Standing Orders Suspended**

Cllr McLean, attending the meeting as a member of the public, explained there was a differential in the ground the item sits on which is 1.3 meters lower and also it is the narrowest part of the apex part of the play equipment that reaches to the full 6 meters height so it is not so noticeable.

### **Standing Orders re-instated**

Concerns were raised regarding the drainage issues at Flagstaff Park.

### **Standing Orders Suspended**

Mr Michael Stewart asked if the work was done then could the Town Council apply for retrospective planning permission.

### **Standing Orders re-instated**

Concerns were raised again over drainage issues, however, Cllr Gibson stated it was just one area around a drain, although there would be no cost to the Town Council as the drains were the responsibility of Northumbrian Water.

### **Standing Orders Suspended**

Cllr McLean said it was only one area that is a problem and if it is really wet then there could be wet patches

### **Standing Orders re-instated**

**RESOLVED: That Berwick-upon-Tweed Town Council submit a planning application for Flagstaff Park relating specifically to the Corocord Spacenet, although to include all items to be installed at the park.**

**P043/15**

## **7. APPLICATIONS FOR PLANNING PERMISSION**

**15/02488/FUL**

**Relocate entrance door from side elevation (alley access) to the rear elevation. Demolish existing outbuilding to the rear and construct 2no.**

**outbuildings to service no.s 46 and 48 Chapel Street. Plus external improvements to drainage. Repaint (black) and recondition front door and alley access door.**

**46 Chapel Street, Berwick-upon-Tweed, Northumberland. TD15 1BX**

No objections.

**15/02699/FUL**

**Proposed rear alterations to form new french door opening, additional bedroom on first floor and creation of en-suite bedroom with installation of new downpipes to front elevation. General upgrading of existing kitchen and bathroom.**

**7 Wallace Green, Berwick-upon-Tweed, Northumberland. TD15 1EB**

No objections.

**15/02700/LBC**

**Listed building consent for proposed rear alterations to form new french door opening, additional bedroom on first floor and creation of en-suite bedroom with installation of new downpipes to front elevation. General upgrading of existing kitchen and bathroom.**

**7 Wallace Green, Berwick-upon-Tweed, Northumberland. TD15 1EB**

No objections.

**15/02719/FUL**

**Change of use from retail to restaurant and conversion of upper floors to create 4no flats.**

**55 Hide Hill, Berwick-upon-Tweed, Northumberland. TD15 1EQ**

No objections.

**15/02739/OUT**

**Outline permission for two storey dwelling house (All matters reserved).**

**Land West Of 24 Glamis Hill, Berwick-upon-Tweed, Northumberland.**

No objections.

**15/02810/FUL**

**Proposed conversion and extension of garage to create granny annexe.**

**137 Main Street, Spittal, Northumberland. TD15 1RP**

No objections – Cllr Blackburn abstained.

**P044/15**

**8. DATE OF NEXT MEETING**

The date of the next meeting would be Tuesday, 29 September 2015 at 6.30 pm.

## BERWICK-UPON-TWEED TOWN COUNCIL

**Minutes of the Town Council Planning Committee Meeting held on Tuesday, 11 August 2015  
at 6.30pm in the Ante-Room, Town Hall, Marygate, Berwick-upon-Tweed**

### **PRESENT:**

Councillors:	H Bettison (Chair)	K Graham
	D Blackburn	G Hill
	A Forbes	G Smith
	A Gibson	

### **IN ATTENDANCE:**

S Cozens, Assistant to the Clerk  
3 members of the public

### **OPEN SESSION**

Mr Stewart raised the subject of the Portas Money and issues regarding the public toilets in the town. Lady Hill raised concerns regarding the seats at the coach drop-off in Church Street.

**P029/15**

#### **1. APOLOGIES FOR ABSENCE**

Apologies for absence had been accepted from: Councillors I Dixon (personal), T Forrester (work commitment) and C Seymour (personal).

**P030/15**

#### **2. MINUTES OF THE LAST MEETING**

The minutes of the meeting held on Tuesday, 21 July 2015 were agreed and signed as a correct record.

**P031/15**

#### **3. DISCLOSURE OF INTERESTS**

There were no disclosures of interests.

**P032/15**

#### **4. REQUEST FOR DISPENSATION**

There were no requests for dispensation.

**P033/15**

#### **5. LOCAL NEIGHBOURHOOD PLAN**

Terms of Reference and Governance Arrangements for the Local Neighbourhood Plan will be presented to the Council meeting on Monday, 17 August 2015. The Berwick-upon-Tweed Neighbourhood Area has been designated as the same as

that of the Town Council area.

**P034/15**

**6. APPLICATIONS FOR PLANNING PERMISSION**

**15/02411/FUL**

**Demolition of existing building and erection of building for retail (Class A1) and/or pet care, treatment and grooming facility (sui generis) with associated car parking, servicing and landscaping.**

**Dp Furniture Express, Prince Edward Road, Tweedmouth, Northumberland.**

**TD15 2EX**

No objections.

**15/02457/ADE**

**Advertisement consent for 1no. replacement fascia sign.**

**HomeBargains, 76 - 80 Marygate, Berwick-upon-Tweed, Northumberland.**

**TD15 1BN**

Members had no objection in principle, however, they would agree with any observations made by the Conservation Officer.

**15/02483/FUL**

**Proposed new single storey glass roofed extension, mono pitch type forming dining area within yard.**

**14 St Helens Terrace, Spittal, Berwick-upon-Tweed, Northumberland. TD15**

**1RJ**

No objections.

**15/02517/FUL**

**Extension to surgery to provide 2 additional consulting rooms.**

**Union Brae Surgery, Union Brae, Tweedmouth, Berwick-upon-Tweed, Northumberland. TD15 2HB**

No objections.

**15/02557/FUL**

**Conversion and extension of existing attic space into living accommodation.**

**8 Quay Walls, Berwick-upon-Tweed, Northumberland. TD15 1HB**

No objections.

**15/02558/LBC**

**Listed Building Consent: Conversion and extension of existing attic space into living accommodation.**

**8 Quay Walls, Berwick-upon-Tweed, Northumberland. TD15 1HB**

No objections.

**15/02616/LBC**

**Listed Building Consent: Demolition works to the East (rear) and South (side) of the front range of the hotel.**

**The Ravensholme Hotel, 34 - 36 Ravensdowne, Berwick-upon-Tweed, Northumberland. TD15 1DQ**

No objections.

**P035/15**

**7. PLANNING APPLICATION DECISION LIST**

The decisions provided in the attachment were noted.

**P036/15**

**8. DATE OF NEXT MEETING**

The date of the next meeting would be Tuesday, 29 September 2015 at 6.30 pm.

## BERWICK-UPON-TWEED TOWN COUNCIL

**Minutes of the Town Council Planning Committee Meeting held on Tuesday, 29 September 2015 at 6.30pm in the Ante-Room, Town Hall, Marygate, Berwick-upon-Tweed**

### **PRESENT:**

Councillors:	C Seymour (Chair)	K Graham
	H Bettison	G Hill
	I Dixon	G Smith
	A Forbes	

### **IN ATTENDANCE:**

S Cozens, Assistant to the Clerk  
3 members of the public

### **OPEN SESSION**

Concerns were raised regarding the state of the Spittal Splash Park which, on appearances, had not been cleaned for some time. It was agreed that the Town Clerk should write to NCC stating these concerns.

- P045/15**      **1. APOLOGIES FOR ABSENCE**  
Apologies for absence had been accepted from: Councillor A Gibson (personal).
- P046/15**      **2. MINUTES OF THE LAST MEETING**  
The minutes of the meeting held on Wednesday, 2 September 2015 were agreed and signed as a correct record.
- P047/15**      **3. DISCLOSURE OF INTERESTS**  
There were no disclosures of interests.
- P048/15**      **4. REQUEST FOR DISPENSATION**  
There were no requests for dispensation.
- P049/15**      **5. LOCAL NEIGHBOURHOOD PLAN**  
The appendix circulated with the agenda contained the press release that appeared in the Berwick Advertiser on the 10 September 2015 asking for

expressions of interest to join the Steering Group. The closing date to receive expressions is 15 October 2015.

A report was submitted to the Council meeting of 28 September 2015 on the progress of the ad-hoc Steering Group. Five resolutions were agreed regarding the structure and governance of the Steering Group, criteria for membership and how the consultation should be structured.

**P050/15**

## **6. APPLICATIONS FOR PLANNING PERMISSION**

### **15/02791/FUL**

**Change of use of walled rear area from disused ground to licensed garden sitting area & erection of timber decking & storage area.**

**Thatch Inn, 45 West End, Tweedmouth, Berwick-upon-Tweed, Northumberland. TD15 2HE**

No objections.

### **15/02936/FUL**

**Proposal to replace existing UPVC windows on front elevation with more appropriate UPVC in keeping with design of property.**

**14 Warkworth Terrace, Berwick-upon-Tweed, Northumberland. TD15 1LE**

No objections.

### **15/02938/ADE**

**Unit C, Tweedbank Retail Park, Tweedmouth, Northumberland. TD15 2AS**  
**Advertisement consent for the removal and replacement of existing signs with new branded metal fascia sign, flex face sign and flat panel delivery sign.**

No objections.

### **15/02955/PRUTPO**

**Works to trees protected by TPO: Crown raise to 2.5m followed by crown reduction by 1.5m**

**Governors Gardens, Palace Street, Berwick-upon-Tweed, Northumberland. TD15 1JF**

No objections.

**15/03046/FUL**

**Proposal to break out two existing window areas (previously blocked up & renders) and break out one new window area; Renew all rainwater goods. Berwick-Upon-Tweed Records Office, 16 - 18 Wallace Green, Berwick-upon-Tweed, Northumberland. TD15 1EB**

No objections.

**15/03096/LBC**

**Listed building consent for replacement of existing windows within the rear courtyard.**

**18 Palace Green, Berwick-upon-Tweed, Northumberland. TD15 1HR**

Members felt there was a lack of information. They would, however, agree with any observations made by the Conservation Officer.

**15/03106/FELTPO**

**Tree Preservation Order: Section A3 - deadwood trees for safety, trim back overhanging branches from public road. Crown lift 1no. Sycamore. Section G2 - Remove horizontal branches from 1no. Sycamore near gate approximately 5m and remove vertical branch of 1no. Ash at 4m leaving stem to regrow. Remove 2no. Ash in poor condition at bottom of garden. Re-pollard 1no. Mature Sycamore to maintain health. Section G1 - Remove drooping branches of 1no. Ash overhanging childrens play area. Remove 1no. dead Elm leaving monolith. Crown lift 4no. Sycamores to 5m and remove Ivy from tree bases throughout.**

**The Old Vicarage, 13 Castle Terrace, Berwick-upon-Tweed, Northumberland. TD15 1NR**

No objections.

**15/03107/FELTPO**

**Tree Preservation Order: Elder and Sycamore Scrub - either remove or reduce to hedge line; 1 - Mature Sycamore - 30% reduction and deadwood, reshape and shorten overhanging limbs; 2 - Sycamore - crown raise lower**

limbs over drive. Small reduction to match Mature Sycamore once reduced; 3 - Sycamore - ring ivy at base and allow to fall off naturally, reduce to match over reduced Sycamores if required; 4 - Sycamore - remove 'stag-head', 30-40% reduction, reshape and shorten low overhanging limbs; 5 - Horse Chestnut - crown raise; 6 - Ash - heavy lean and dye back - remove; 7 - Dead Sycamore - remove; 8 - Sycamore - heavy dye back - either heavy reduction or remove; 9 - Small Cherry - remove; 10 - Copper Beech - raise lower limbs only; 11 - 2no. Sycamore - raise lower branches.

Leeside, 36 Castle Terrace, Berwick-upon-Tweed, Northumberland. TD15 1NZ

No objections.

**15/03190/FUL**

**Proposed installation of play equipment.**

**Land Near Town Walls, Berwick-upon-Tweed, Northumberland**

No comment.

**P051/15**

**7. PLANNING APPLICATION DECISION LIST**

The decisions provided in the attachment were noted.

**P052/15**

**8. DATE OF NEXT MEETING**

The date of the next meeting would be Tuesday, 20 October 2015 at 6.30 pm.