

BERWICK-UPON-TWEED TOWN COUNCIL

To: **ALL MEMBERS OF THE COUNCIL**

You are hereby requested to attend a meeting of **BERWICK-UPON-TWEED TOWN COUNCIL** to be held in the Council Chamber, The Town Hall, Marygate, Berwick-upon-Tweed, on **MONDAY 5 SEPTEMBER 2016 AT 6 PM**

The Agenda for the meeting is set out below.

Stojens

Assistant to the Clerk

30 August 2016

OPEN SESSION

The Chairman to invite members of the public present to put questions to, or draw relevant matters to the attention of, the Council, prior to commencement of business. This is for a period of 15 minutes overall and is limited to 3 minutes per person.

A G E N D A

1. APOLOGIES FOR ABSENCE

To receive apologies for absence.

2. MINUTES

To sign as a correct record the minutes of the Berwick-upon-Tweed Town Council meeting held on 15 August 2016.

3. DISCLOSURE OF INTERESTS

Unless already entered in the Council's Register of Members' interests, members are required to disclose any personal interest, (which includes any disclosable pecuniary interest), they may have in any of the items included on the agenda for the meeting in accordance with the Code of Conduct adopted by the Council on 9 July 2012, and are reminded that if they have any personal interests of a prejudicial nature they must not participate in any discussion or vote on the matter and must leave the room.

4. REQUEST FOR DISPENSATION

(i) To receive from members who have a Disclosable Pecuniary Interest in any items on the agenda an application for dispensation under section 33 of the Localism Act 2011 to

enable members to participate in discussions and voting (pro-forma attached).

(ii) To consider requests for dispensation.

5. TOWN MAYOR'S ANNOUNCEMENTS

To receive announcements from the Town Mayor.

6. COUNTY COUNCILLOR REPORTS

To receive any reports from County Councillors.

7. TOWN COUNCILLOR WARD REPORTS

To receive any reports from Town Councillors.

8. NOTIFICATION OF PAYMENTS MADE BY BERWICK-UPON-TWEED TOWN COUNCIL

To note payments made on behalf of the Town Council (**Appendix A**).

9. APPOINTMENT OF TEMPORARY RESPONSIBLE FINANCIAL OFFICER

To appoint a Temporary Responsible Financial Officer.

10. THREE-YEAR FINANCIAL PLAN

Suggestions for the three-year financial plan (**Appendix B**).

11. STANDING ORDERS

Approval of changes to the Berwick-upon-Tweed Town Council Standing Orders (**Appendix C**).

12. BERWICK INFIRMARY

To discuss/approve the mandate and representation of the Town Council at a meeting with planning consultants Nathaniel Lichfield & Partners and members of the design team regarding Berwick Infirmary.

The meeting will take place on Friday, 9 September 2016 at 11am starting with a site visit at the Infirmary / Bell Tower followed by a discussion at either the Infirmary or Town Hall (venue for discussion to be confirmed).

13. ADOPTION OF COUNCIL PROCEDURES

a) Approval/Agreement to adopt a Town Council Agenda format (**Appendix D**).

b) Approval/Agreement to adopt a Town Council Co-option format (**Appendix E**).

14. VISIT BERWICK LEAFLET 2017

To approve a quote for the Visit Berwick Leaflet 2017 (**Appendix F**).

15. FIVE ARCHES ALLOTMENTS

To approve a quote to connect a water supply to Five Arches Allotments (**Appendix G**).

16. UNAUTHORISED OBSTRUCTIONS ON THE HIGHWAY

To consider comments on NCC's 'Proposed Guidance for Enforcing Unauthorised Obstructions in the Highway' (**Appendix H**).

17. LOCAL NEIGHBOURHOOD PLAN

Report from Councillor Eric Goodyer:

- 1) Further grant.
- 2) Progress report.

18. PLANNING COMMITTEE

To adopt the minutes of the meeting of the Planning Committee held on 19 July 2016
(**Appendix I**).

19. DATE OF NEXT MEETING

The next meeting of the Council will be held on Monday, 26 September 2016 at 6 pm in the Town Hall.

The Council may be recommended to pass a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude the media and public from the discussion of the following business on the basis that public discussion may prejudice the Council's position and/or staffing issues may be discussed.

20. LEGAL AND/OR STAFFING MATTERS

To consider potential legal and/or staffing matters.