

BERWICK-UPON-TWEED TOWN COUNCIL

Minutes of a Meeting of the Town Council held on Monday 28 November 2016 at 6.00 pm at The Town Hall, Marygate, Berwick-upon-Tweed

Councillors:	I Dixon (Town Mayor)	J Lang
	H Bettison	G McLean
	A Forbes	B Parkin
	K Graham	G Roughead
	G Hill	C Seymour
	P Hodgson	G Smith

IN ATTENDANCE:

Mr Gareth Davies, Interim Town Clerk

Steve Cozens, Assistant to the Clerk

Joyce Benton, Sergeant-at-Mace

Brian Douglas, Sheriff

15 members of the public approximately

OPEN SESSION

A number of members of the public addressed council on issues that they felt were of concern to the community.

C188/16 1. APOLOGIES FOR ABSENCE

Apologies for absence had been received on behalf of Cllrs D Blackburn, A Gibson and E Goodyer.

C189/16 2. MINUTES

The minutes of the Berwick-upon-Tweed Town Council meeting held on 7 November 2016 were agreed and signed as a correct record.

C190/16 3. DISCLOSURE OF INTERESTS

There were no disclosures of interest.

C191/16 4. REQUEST FOR DISPENSATION

There were no requests for dispensation.

C192/16 5. TOWN MAYOR'S ANNOUNCEMENTS

The Mayor mentioned his pleasure at attending the Army Cadets Awards night, and

thanked members for attending the various Remembrance Services within the town.

C193/16 6. COUNTY COUNCILLOR REPORTS

The reports were noted.

C194/16 7. NOTIFICATION OF PAYMENTS MADE BY BERWICK-UPON-TWEED TOWN COUNCIL

It was **RESOLVED** to note the schedule of payments.

C195/16 8. TOURISM OFFICER

After a full debate, it was **RESOLVED** to make provision in the 2017-18 budget to increase the Tourism Officer's hours and to provide a budget for social media promotions of £1500 in order to enable more effective recording of work performed and preparation of workplans.

C196/16 9. MARINA / YACHT MOORING PROJECT

After Cllr Hodgson introduced the topic on behalf of Cllr Blackburn, it was **RESOLVED** to adopt the resolution written by Cllr Blackburn with regard to the provision of a new yacht marina and to **DEFER** the issue of whether it was desirable to fund scoping reports to a future meeting when further and better reports could be provided.

C197/16 10. FILING, DATA PROTECTION AND FREEDOM OF INFORMATION

It was **RESOLVED** to delegate to the Town Clerk authority, in consultation with the Mayor, to spend up to £3000 from reserves on office furniture. It was further **RESOLVED** to instruct the Town Clerk to write an appropriate filing system for the council, and to bring forward an appropriate document retention policy by 30th March 2017. It was **RESOLVED** to refer to the Staffing Committee the issue of employment of either an apprentice or short term administration assistant, for the committee to make recommendations to council.

C198/16 11. BUDGET

It was **RESOLVED** after a named vote to accept a draft budget indicating an increase in precept requirement of 2% and further **RESOLVED** to set the level of operating reserve at 50% of operating budget, subject to an agreement that the level of reserves will be reviewed year on year with an intention to decrease them, and also **RESOLVED** to receive by 30th September each year a growth and savings report intended to inform the budget process.

For: Cllrs H Bettison, K Graham, P Hodgson, J Lang, G McLean, B Parkin and G Smith.
Against: A Forbes, G Hill, G Roughead and C Seymour.

C199/16 12. MEDIUM TERM FINANCIAL PLAN

It was **RESOLVED** to note the draft Medium Term Financial Plan.

C200/16

13. FORWARD PLAN

It was **RESOLVED** to note the Forward Plan.

C201/16

14. PLANNING COMMITTEE

RESOLVED: To adopt the minutes of the meeting of the Planning Committee held on 18 October 2016.

C202/16

URGENT BUSINESS; PLAY AREAS

It was **RESOLVED** to note the Town Clerk's report of his urgent decision of 25/11/2016 relating to playparks, and to agree to receive a further report on 19th December.

C203/16

15. DATE OF NEXT MEETING

The next meeting of the Council will be held on Monday 19 December 2016 at 6 pm.