

BERWICK-UPON-TWEED TOWN COUNCIL

**Summons to a meeting of
Council
on
Tuesday, 15 December 2020
At 6.00 pm
Video Conferencing**

The Agenda for the meeting is set out on the following page.



Town Clerk

10 December 2020

EXTRACT FROM STANDING ORDERS

- 1(o) Unless permitted by the chairman of the meeting, a councillor may speak once in the debate on a motion except:
- i. to speak on an amendment moved by another councillor;
 - ii. to move or speak on another amendment if the motion has been amended since he last spoke;
 - iii. to make a point of order;
 - iv. to give a personal explanation that relates directly to new information concerning the member that was introduced during the debate, in which case they shall with the chair's consent offer their explanation after all other members who wish to do so have spoken, or
 - v. in exercise of a right of reply as the mover of the motion before a vote.
- 1(p) During the debate of a motion, a councillor may interrupt only on a point of order and the councillor who was interrupted shall stop speaking. A councillor raising a point of order shall identify the standing order which he considers has been breached or specify the other irregularity in the proceedings of the meeting he is concerned by.
- 1(t) Excluding motions moved under standing order 1(r) above, the contributions or speeches by a councillor shall relate only to the motion under discussion and shall not exceed (3) minutes without the consent of the chairman of the meeting.

AGENDA

[illegible]

- ii. To suspend Financial Regulations sufficiently to allow the receipt of a draft MTFP to be deferred until the January meeting to allow for the receipt of the Schedule III contribution to be incorporated.

[Financial Regulation 3.3 The Council shall prepare and maintain a Medium-Term Financial Plan alongside preparation of its annual Budget covering the year of the budget and the subsequent two years.]

- iii. Statement of Reserves.

[App C](#)

- iv. Revenue Growth and Savings.

[App D](#)

9 AUDIT

Council is invited to NOTE the completion of the External Audit, and to delegate to the Budget and Administration Committee the task of preparing a work-plan to deliver continued improvement in 2020-21.

[App E](#)

10. 20 MPH SPEED LIMITS IN BERWICK TOWN CENTRE

To consider the report.

[App F](#)

11. UPDATE ON CAR PARKING

Town Clerk to provide a verbal update.

12. TAXI AND PRIVATE HIRE DRIVERS

Council is asked to receive an update from the Town Clerk, and to consider whether to write to Northumberland County Council asking it to consider further support for the taxi trade as a result of the pandemic.

13. FUTURE OF VISIT BERWICK

To consider the report.

[App G](#)

14. NEIGHBOURHOOD PLAN

To authorize the Town Clerk to spend up to £2500 from the Neighbourhood Plan reserve to secure additional technical support for the Neighbourhood Plan process.

15. CIVIC MEMENTOES

To discuss civic mementoes, examples circulated as background papers.

16. CHRISTMAS WORKING ARRANGEMENTS

Members are invited to note that the office will be closed from Thursday 24 December 2020 to Monday 04 January 2021 as there will be no reception service, and that the on-call rota will be circulated in the week commencing Monday 21 December 2020.

17. COMMITTEE MEMBERSHIP

To consider a request to join the following committees from Cllr H Lindsay: Budget & Administration Committee and the People & Communities Committee.

- 18. WELCOME SIGNS: RAISED FLOWER-BEDS**
To consider the report. [App H](#)
- 19. UPDATE ON THE WORK OF BERWICK REGENERATION COMMISSION**
To consider the report. [App I](#)
- 20. REPRESENTATION ON OUTSIDE BODIES**
To consider a request to join the following outside body from Cllr C Raybould:
Berwick Regeneration Commission.
- 21. FORWARD PLAN**
To receive an update on the Forward Plan. [App J](#)
- 22. BUDGET AND ADMINISTRATION COMMITTEE**
- i. To adopt the minutes of the meeting of the Budget and Administration Committee held on 20 October 2020. [App K](#)
 - ii. To note the draft minutes of the meeting of the Budget and Administration Committee held on 24 November 2020. [App L](#)
 - iii. To note the lists of payments received by the Budget and Administration Committee at its meeting of 24 November 2020. [App M](#)
[App N](#)
[App O](#)
- 23. LOCAL SERVICES COMMITTEE**
- i. To adopt the minutes of the meeting of the Local Services Committee held on 12 October 2020 (noted at the meeting of 26 October 2020 and amended at the Local Services Committee meeting of 16 November 2020). [App P](#)
 - ii. To note the draft minutes of the meeting of the Local Services Committee held on 16 November 2020. [App Q](#)
- 24. PLANNING COMMITTEE**
- i. To adopt the minutes of the meeting of the Planning Committee held on 19 October 2020 (noted at the meeting of 26 October 2020). [App R](#)
 - ii. To note the draft minutes of the meeting of the Planning Committee held on 23 November 2020. [App S](#)
 - iii. To note the draft minutes of the meeting of the Neighbourhood Plan Sub-Committee held on 03 November 2020. [App T](#)
- 25. DATE OF NEXT MEETING**
The next meeting of the Council will be held on Monday, 25 January 2021 at 6pm.

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.

26. PARKS OFFICER

To consider whether to continue funding the work of a County Council Parks Officer.

[App U](#)

27. TOWN CLERK'S CORRESPONDENCE

- i. Update on a charitable project.
- ii. Update on projects.

28. OPERATIONAL IMPACT OF REDUCED STAFF LEVELS

To consider the report.

[App V](#)