

BERWICK-UPON-TWEED TOWN COUNCIL

**Summons to a meeting of
Council
on**

Monday, 28 October 2019

At 6.00 pm

**in the Council Chamber, Town Hall, Marygate,
Berwick upon Tweed**

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



Town Clerk

23 October 2019

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.

To receive a presentation from Northumberland Community Bank.

OPEN SESSION

Members of the public may make representations, ask questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.

This is for a period of 15 minutes overall and is limited to 3 minutes per person.

AGENDA

ITEM NO.	TITLE AND DESCRIPTION OF ITEM	APPS
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 23 September 2019.	Minutes
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.	BERWICK IN A NEW LIGHT To receive a presentation concerning a possible project.	
7.	CORRESPONDENCE i. To note the Correspondence Log. ii. To consider a request to invite the Mayor of the North of Tyne Combined Authority to a meeting of Council. iii. Invitation - Creating a sustainable energy future for the North. iv. To consider a request for support from Community Action Northumberland. v. Local Electricity Bill.	App A App B

8. **ANNOUNCEMENT OF A CASUAL VACANCY**
To consider the report. [App C](#)
9. **RISK MANAGEMENT REVIEW**
To consider the report. [App D](#)
10. **DISPOSAL OF PROPERTY**
To consider the report. [App E](#)
11. **GROWTH AND SAVINGS**
 - i. Purchase of Civic Memorabilia.
 - ii. Members may wish to consider whether there are any areas of the council's work where expenditure should grow or where savings can be made.
 - iii. Greens Haven. [App F](#)
 - iv. CCTV. That council discuss the principle of installing a new camera in Tweedmouth, and delegate to the Budget and Administration Committee the power to spend no more than £2500 from General Reserves achieving this end.
12. **REMEMBRANCE SUNDAY**
 - i. Council is requested to indicate which charity it wishes the £261 raised to go to.
 - ii. To note the report for arrangements in 2019. [App G](#)
13. **CHRISTMAS LIGHTS**
It is recommended by officers that a virement of £5000 be made to the Christmas Lights Reserves to cover any expenses and maintenance required.
14. **75TH ANNIVERSARY OF VE AND VJ DAYS**
In the light of feedback received council is invited to instruct the Town Clerk to liaise with the principal authority and the town's churches about the likely civic and religious events in Northumberland to commemorate these occasions.
15. **FIVE ARCHES**
To consider the report. [App H](#)
16. **BENCH PROCUREMENT**
To consider whether a quarter page, at £130 + vat, or a half page, at £215 + vat, be purchased in the local press to procure contractors to repaint or refurbish the Town Council's stock of approximately 300 benches.
17. **HIGHCLIFFE PLAY AREA**
To consider the report. [App I](#)

18. **PLANNING APPLICATION 19/04107/FUL**
To receive an application for planning permission and to consider making observations. [App J](#)
19. **FORWARD PLAN**
To receive an update on the Forward Plan. [App K](#)
20. **BUDGET AND ADMINISTRATION COMMITTEE**
- i. To adopt the minutes of the meeting of the Budget and Administration Committee held on 10 September 2019 (noted at the meeting of 23 September 2019). [App L](#)
 - ii. To note the draft minutes of the meeting of the Budget and Administration Committee held on 15 October 2019 (to follow). [App M](#)
 - iii. To note the list of payments received by the Budget and Administration Committee at its meeting of 15 October 2019. [App N](#)
21. **LOCAL SERVICES COMMITTEE**
- i. To adopt the minutes of the meeting of the Local Services Committee held on 02 September 2019 (noted at the meeting of 23 September 2019). [App O](#)
 - ii. To note the draft minutes of the meeting of the Local Services Committee held on 08 October 2019. [App P](#)
 - iii. Council is invited to consider the following recommendations detailed in minutes LS063/19, LS068/19, LS069/19 and LS072/19:
LS063/19: On the motion of the Chair, seconded by Cllr A Gibson:
 - i. It was **RESOLVED** to recommend to Council that quotes be sought for all the issues raised, and
 - ii. It was further **RESOLVED** to recommend to Council that money be set aside from reserves to pay for those issues.**LS068/19:**
 - i. a. It was unanimously **RESOLVED** that Council obtain quotes for maintenance work to bus shelters, and
 - b. It was further unanimously **RESOLVED** to recommend that Council set aside £10k from general reserves to cover the costs of work to the bus shelters. - ii. On the motion of the Chair, seconded by Cllr A Gibson, it was **RESOLVED** to recommend to Council that a seat be provided in the bus shelter on Spittal Hall Road at a cost similar to the quote supplied by Cllr A Gibson.
LS069/19: On the motion of the Chair, seconded by Cllr A Gibson, it was **RESOLVED** to recommend to Council that the Welcome

Signs be augmented with a brick surround at a cost similar to the quote supplied by Cllr A Gibson.

LS072/19: The Committee noted the request made by Councillors at the NCC and BTC Partnership meeting and **RESOLVED** to recommend to Council that two spare litter bins be kept in stock.

(A copy of the bus shelter audit will be provided at the meeting).

22. PEOPLE AND COMMUNITIES COMMITTEE

- i. To adopt the minutes of the meeting of the People and Communities Committee held on 07 August 2019 (noted at the meeting of 27 August 2019). [App Q](#)
- ii. To note the draft minutes of the meeting of the People and Communities Committee held on 09 October 2019. [App R](#)
- iii. Council is invited to consider the following recommendation detailed in minute PC038/19 (i (c)):

PC038/19 (i (c)): “On the motion of Cllr I Dixon, seconded by Cllr R Bruce, it was **RESOLVED** to recommend to Council that £2000 be set aside each year for the Tweedmouth Feast. The Committee instructed the Town Clerk to allocate sufficient staffing resources to support the event Committee”

23. PLANNING COMMITTEE

- i. To adopt the minutes of the meeting of the Planning Committee held on 12 August 2019 (noted at the meeting of 27 August 2019). [App S](#)
- ii. To note the draft minutes of the meeting of the Planning Committee held on 14 October 2019. [App T](#)

24. DATE OF NEXT MEETING

The next meeting of the Council will be held on Tuesday, 26 November 2019 at 6 pm in the Town Hall.