

## **BERWICK-UPON-TWEED TOWN COUNCIL**

**Minutes of a meeting of the Town Council held on Monday 20 August 2018 at 6.00 pm in the Council Chamber, Town Hall, Marygate, Berwick-Upon-Tweed**

### **PRESENT:**

Councillors:	B Douglas (Town Mayor)	K Graham
	A Bowlas	B Parkin
	R Bruce	G Roughead
	I Dixon	G Smith
	A Forbes	L Stephenson
	A Gibson	

### **IN ATTENDANCE:**

Mr Gareth Davies, Town Clerk  
Steve Cozens, Assistant to the Clerk  
Ms Judith Eltringham, Sheriff  
Joyce Benton, Sergeant-at-Mace  
Cty Cllr G Hill  
13 members of the public

### **OPEN SESSION**

Mr Michael Stewart made a number of remarks concerning the commemoration of the 100th Anniversary of the the signing of the Armistice to end the Great War.

Mr Duncan Way asked the council to work with Northumberland County Council and the Harbour Commission to address anti-social use of the river by vehicles being piloted irresponsibly. The Town Clerk agreed to raise these matters with Northumberland County Council.

A resident of The Parade raised the issue of the impact of changes to the Parade car park on residents in the surrounding area, who were having to compete for parking spaces with visitors to local Bed and Breakfast establishments.

**C076/18**

## **1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs H Bettison and T Forrester.

**C077/18**

## **2. MINUTES**

On the motion of Cllr Graham, seconded by Cllr Roughead, under Standing Order 10.(a(i)) council **RESOLVED** that the minutes of the Meeting of Berwick-upon-Tweed Town Council held on 23 July 2018 were agreed and signed as a correct record, subject to the inclusion, as an annexe to the minutes, of a verbatim transcript of the Open Session.

**C078/18**

## **3. DISCLOSURE OF INTERESTS**

Cllr A Forbes declared a personal interest in Item 12.

Cllr I Dixon declared a personal interest in Item 12.

Cllr K Graham declared a personal interest in Item 12.

Cllr G Roughead declared a personal interest in Item 6 (ii) as an elected Northumberland County Councillor and a personal interest in Item 12.

**C079/18**

## **4. REQUEST FOR DISPENSATION**

There were no requests for dispensation.

**C080/18**

## **5. TOWN MAYOR'S ANNOUNCEMENTS**

The Mayor reported on events attended since the last Council meeting including Minden Day, the 50th anniversary of the Army Cadet Force, the Salmon Queen coffee morning, and the visit of the Pipes and Drums of Canada.

**C081/18**

## **6. CORRESPONDENCE**

- i. Members **RESOLVED** to note the Correspondence Log.
- ii. It was agreed to send the Town Clerk to attend the Town and Parish Council conference on behalf of the council.
- iii. It was agreed to further explore the issue of the replacement of equipment at Spittal Play Park, and to add this matter to the forward plan of the Local Services Committee.

**C082/18**

## **7. ARRANGEMENTS FOR MANAGING LOCAL SERVICES**

On the motion of Cllr Forbes, seconded by Cllr Bowlas, it was **RESOLVED** to continue with the existing arrangements for the Local Services Board.

**C083/18**                    **8. REVIEW OF STANDING ORDER 19**

It was **RESOLVED**, unanimously, on the motion of Cllr Forbes, seconded by Cllr Graham, to adopt the revised wording of the Standing Order 19.

**C084/18**                    **9. CIVIC ARRANGEMENTS**

On the motion of Cllr Forbes, seconded by Cllr Graham, it was **RESOLVED** to set up a working group to explore the issue of reviving the May Fair.

**C085/18**                    **10. REVIEW OF GRIEVANCE PROCEDURE AND COMPLAINTS PROCEDURE**

On the motion of Cllr Gibson, seconded by Cllr Bruce, it was unanimously **RESOLVED** to adopt the recommendation contained within the report, and the Town Clerk was requested to circulate the existing complaints procedure to all members.

**C086/18**                    **11. UPDATE ON CHRISTMAS CELEBRATIONS**

It was **RESOLVED** to note the verbal update from the Town Clerk.

**C087/18**                    **12. MARKET STRATEGY**

Members debated the existing state of the market in Berwick, reaching a consensus that the current state of the market was not satisfactory, and provided guidance to the Town Clerk as to their preferences for its improvement.

At this point Standing Orders were suspended to allow the meeting to extend beyond eight pm, and a brief adjournment was taken.

**C088/18**                    **13. CREDIT UNIONS**

On the motion of Cllr Bowlas, seconded by Cllr Forbes, it was **RESOLVED** unanimously that further information was required and the Town Clerk agreed to pursue this.

**C089/18**                    **14. PUBLIC TOILETS**

During a full debate which will inform the approach officers take to this issue Standing Orders were further suspended sufficiently to allow County Cllr Hill to speak There was a consensus that the existing provision of public toilets was unsatisfactory, and officers were instructed to explore alternatives with partner organizations.

**C090/18**

## **15. FORWARD PLAN**

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

**C091/18**

## **16. BUDGET AND ADMINISTRATION COMMITTEE**

- i. It was **RESOLVED** to adopt the minutes of the meeting of the Budget and Administration Committee held on 9 July 2018.
- ii. It was **RESOLVED** to note the draft minutes of the meeting of the Budget and Administration Committee held on 13 August 2018.

Council **RESOLVED** to approve the following recommendations detailed in draft minutes BA040/18 (a) and BA045/18 (b):

- a. On the motion of Cllr Forbes, seconded by Cllr Roughead it was **RESOLVED** that the committee noted the report and recommended adoption of the reserve allocations detailed in Table 2.
- b. On the motion of Cllr Bowlas seconded by Cllr Forbes it was **RESOLVED** to note the report and the intention to open new accounts as specified in paragraph 7, of the report, and to recommend to Council that Charity Bank be added to the list of approved counter parties for the current year.
- iii. It was **RESOLVED** to note the list of payments received by the Budget and Administration Committee at its meeting of 13 August 2018.

**C092/18**

## **17. LOCAL SERVICES COMMITTEE**

- i. It was **RESOLVED** to adopt the minutes of the meeting of the Local Services Committee held on 2 July 2018.

Council **RESOLVED** to approve the following recommendations detailed in draft minutes LS035/18 (a) and LS036/18 (b):

- a. It was **RESOLVED** without dispute to refer this matter to Town Council to request a virement for spending to cover the cost of the proposed works.
- b. It was **RESOLVED** to seek an appropriate virement from council to enable the three notice boards in Tweedmouth and Spittal to be replaced on a like for like basis.

- ii. It was **RESOLVED** to note the draft minutes of the meeting of the Local Services Committee held on 6 August 2018.

**C093/18**

## **18. PEOPLE AND COMMUNITIES COMMITTEE**

- i. It was **RESOLVED** to adopt the minutes of the meeting of the People and Communities Committee held on 3 July 2018.
- ii. It was **RESOLVED** to note the minutes of the meeting of the People and Communities Committee held on 8 August 2018.

**C094/18**

## **19. PLANNING COMMITTEE**

- i. It was **RESOLVED** to adopt the minutes of the meeting of the Planning Committee held on 10 July 2018.
- ii. It was **RESOLVED** to adopt the minutes of the meeting of the Planning Committee held on 31 July 2018.
- iii. It was **RESOLVED** to note the draft minutes of the meeting of the Planning Committee held on 14 August 2018.

**C095/18**

## **20. DATE OF NEXT MEETING**

The next meeting of the Council will be held on Monday, 24 September 2018 at 6 pm in the Town Hall.

**Council RESOLVED that under the Public Bodies (Admission to Meetings) Act 1960 it was appropriate to exclude the media and public from the discussion of the following items of business on the basis that public discussion might prejudice the Council's position and staffing or personal issues might be discussed.**

At this point the Public withdrew.

**C096/18**

## **21. TENDER PROCESSES**

It was **RESOLVED** to approve the use of the Tender process to appoint contractors as detailed, subject to the Tender documents being circulated to the Chair and Vice Chair of the Budget and Administration Committee, and the Mayor.

**C097/18**

**22. UPDATE ON A CONTINUING DISPUTE**

Members received the update and approved the Town Clerk's actions in continuing to apply the previous decision of council.