

**BERWICK-UPON-TWEED TOWN COUNCIL**

**Summons to a meeting of Extraordinary Council on Thursday, 11 July 2024 at 6.00 pm in  
The Meeting Room, Berwick-upon-Tweed Town Council Office, Unit 1, 82 – 88 Marygate, Berwick-upon-Tweed**

**The Agenda for the meeting is set out below.**

**Cllr J Robertson**

**Town Mayor**

**05 July 2024**

**AGENDA**

<b>ITEM NO.</b>	<b>TITLE</b>	<b>DESCRIPTION OF ITEM</b>	<b>APPS</b>
1.	<b>OPEN SESSION</b>	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.	
2.	<b>APOLOGIES FOR ABSENCE</b>	To receive apologies for absence.	
3.	<b>DISCLOSURE OF INTERESTS</b>	(i) 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.	

		(ii) To receive and consider requests 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.	
4.	<b>PROPER OFFICER</b>	To consider delegation of the role of Proper Officer.	
5.	<b>LONE WORKING</b>	To consider a way forward for lone working arrangements.	
6.	<b>DATE OF NEXT MEETING</b>	The next meeting of the Council will be held on Monday, 05 August 2024 at 6 pm.	
	<b>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.</b>		
7.	<b>STAFFING ISSUES</b>	To receive an update regarding staffing issues.	
8.	<b>ABSCENCE MONITORING</b>	To receive an update.	
9.	<b>JOB EVALUATION – APPEALS PROCEDURE</b>	To receive an update.	