

BERWICK-UPON-TWEED TOWN COUNCIL

**Summons to a meeting of
Council
on**

Monday, 16 December 2024

at 6.00 pm

**in The Meeting Room, Berwick-upon-Tweed Town Council Office,
Unit 1, 82 – 88 Marygate, Berwick-upon-Tweed**

Quorum: 4

The Agenda for the meeting is set out below.

Cllr J Robertson

Proper Officer

11 December 2024

AGENDA

ITEM NO.	TITLE AND DESCRIPTION OF ITEM	APPS
1.	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.	
2.	APOLOGIES FOR ABSENCE To receive apologies for absence.	
3.	MINUTES To sign as a correct record the minutes of the Berwick-upon-Tweed Town Council meeting held on 25 November 2024.	Draft Minutes
4.	DISCLOSURE OF INTERESTS 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.

5. CHOICES4GROWTH

To receive an update from representatives of Choices4Growth following the award of a grant.

6. VAN

To consider the background paper.

7. PROPOSALS FOR GROWTH AND SAVINGS

Members may wish to consider whether there are any areas of the Councils work where expenditure should grow or where savings can be made.

8. POLICIES

- i. To consider the recommendation of the Staffing Committee to adopt the Sickness and Absence Policy.
- ii. To consider the recommendation of the Staffing Committee to adopt the Flexible and Predictable Working Policy.
- iii. To consider the recommendation of the Staffing Committee to adopt the Staff Training and Development Policy.

9. DESTINATION TWEED

To consider the background paper.

10. CCTV

To consider the background paper.

11. PLAY PARK INSPECTION TRAINING

To consider the recommendation of the Budget and Administration Committee to approve spending of up to £1,130 so that 2 members of staff can be trained in Level 2 Play Park Inspections.

12. NORTH-EAST MAYORS LOCAL TRANSPORT PLAN

To consider the formation and membership of a working group.

13. COMMITTEE MEMBERSHIP

To receive and consider any requests regarding Committee membership.

14. BUDGET AND ADMINISTRATION COMMITTEE

- i. To adopt the minutes of the meeting of the Budget and Administration Committee held on 11 November 2024 (noted at the meeting of 25 November 2024). **App A**
- ii. To note the draft minutes of the meeting of the Budget and Administration Committee held on 09 December 2024. **App B**

- 15. PLANNING COMMITTEE**
- i. To adopt the minutes of the meeting of the Planning Committee held on 21 October 2024 (noted at the meeting of 25 November 2024). **App C**
 - ii. To note the minutes of the meeting of the Planning Committee held on 18 November 2024. **App D**
 - iii. To note the minutes of the extraordinary meeting of the Planning Committee held on 04 December 2024. **App E**

- 16. STAFFING COMMITTEE**
- i. To adopt the minutes of the meeting of the Staffing Committee held on 17 September 2024 (noted at the meeting of 30 September 2024). **App F**
 - ii. To note the draft minutes of the meeting of the Staffing Committee held on 02 December 2024. **App G**

- 17. DATE OF NEXT MEETING**
- The next meeting of the Council will be held on Monday, 27 January 2025 at 6 pm.

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.

- 18. CONFIDENTIAL MINUTES**
- i. To adopt the minutes of the meeting of the Staffing Committee held on 17 September 2024 (noted at the meeting of 30 September 2024). **App H**
 - ii. To note the draft minutes of the meeting of the Staffing Committee held on 02 December 2024. **App I**