

To: Members of the Communities and Local Services Committee

Quorum: 5

You are hereby requested to attend a meeting of the Communities and Local Services Committee of BERWICK-UPON-TWEED TOWN COUNCIL to be held in The Meeting Room, Berwick-upon-Tweed Town Council Office, Unit 1, 82 – 88 Marygate, Berwick-upon-Tweed, on TUESDAY, 07 JANUARY 2025 AT 6:00 PM.

The Agenda for the meeting is set out below.

Cllr J Robertson

Proper Officer

02 January 2025

AGENDA

ITEM NO.	TITLE AND DESCRIPTION OF ITEM	
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 Communities and Local Services Committee meeting held on Monday, 04 November 2024 and to discuss outcomes of agreed actions.	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.	BENCHES	
	To consider a request to remove a bench from outside the former Harrow Pub.	
6.	GRANT APPLICATIONS	
	To consider grant applications and feedback from: <ul style="list-style-type: none"> i. Berwick Slow Food on behalf of Berwick Festivals, ii. Berwick Youth Project, and iii. Tweed Salmon Centre Initiative. 	App A App B
7.	OUTDOOR FITNESS EQUIPMENT	
	To discuss the style of outdoor fitness equipment for Five Arches Park.	
8.	PLANT STAGING FOR POLY TUNNELS	
	To receive a report from the Operations Manager on plant staging options.	
9.	NEWSLETTER DISTRIBUTION	
	To discuss upping the circulation numbers of the Town Council Newsletter.	
10.	HERITAGE CULTURE & CREATIVE ZONE (CCZ)	
	To discuss accessing CCZ funding for the Salmon Queen Festival.	
11.	ENVIRONMENTAL VOLUNTEERS	
	Verbal update from Officers and elected Members.	
12.	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.	
13.	EXPENDITURE VS BUDGET YEAR TO DATE	
	To note the report.	App C
14.	PROGRESS ON AGREED ACTIONS	
	To discuss progress on agreed actions from last meeting.	
15.	DATE OF NEXT MEETING	
	The next meeting of the committee will be held on Monday, 03 February 2025 at 6:00 pm.	
	MEMBERS OF THE COMMUNITIES AND LOCAL SERVICES COMMITTEE	
	Councillors: Janice Bowden, Graham Brown, Rachel Driver, Mike Greener, John Robertson, Philip Rowe, Gary Smith, Lesley Stephenson, Thomas Stewart and Jane Turton.	