

**BERWICK-UPON-TWEED TOWN COUNCIL**

**Summons to a meeting of  
Council  
on**

**Monday, 20 January 2025**

**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

15 January 2025

**AGENDA**

<b>ITEM NO.</b>	<b>TITLE AND DESCRIPTION OF ITEM</b>	<b>APPS</b>
<b>1.</b>	<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.	
<b>2.</b>	<b>APOLOGIES FOR ABSENCE</b>  To receive apologies for absence.	
<b>3.</b>	<b>MINUTES</b>  To sign as a correct record the minutes of the Berwick-upon-Tweed Town Council meeting held on 16 December 2024.	<b>Draft Minutes</b>
<b>4.</b>	<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.

**5. BUDGET PROPOSALS**

- i. To consider the report and associated spreadsheets to set the budget for 2025-26, and **App A**  
**App A(i)**
- ii. To set the precept for 2025-26 and to authorise the Proper Officer to notify this to Northumberland County Council. **App A(ii)**

**6. VAN**

To consider quotes circulated as a background paper.

**7. CCZ HERITAGE FUNDING**

To receive a report from the Operations Manager. **App B**

**8. COMMITTEE MEMBERSHIP / MUNICIPAL CALENDAR**

To consider a way forward for Committee Membership and the Municipal Calendar 2025-2026.

**9. COMMITTEE MEMBERSHIP**

To receive and consider any requests regarding Committee membership.

**10. BUDGET AND ADMINISTRATION COMMITTEE**

- i. To adopt the minutes of the meeting of the Budget and Administration Committee held on 09 December 2024 (noted at the meeting of 16 December 2024). **App C**
- ii. To note the draft minutes of the meeting of the Budget and Administration Committee held on 13 January 2025. **App D**

**11. COMMUNITIES AND LOCAL SERVICES COMMITTEE**

- i. To adopt the minutes of the meeting of the Communities and Local Services Committee held on 04 November 2024 (noted at the meeting of 25 November 2024). **App E**
- ii. To note the draft minutes of the meeting of the Communities and Local Services Committee held on 07 January 2025. **App F**

**12. DATE OF NEXT MEETING**

The next meeting of the Council will be held on Monday, 31 March 2025 at 6 pm.