

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

**Minutes of the Town Council Communities and Local Services Committee Meeting held on Tuesday, 07 January 2025 at 6.00pm in The Meeting Room, Berwick-upon-Tweed Town Council Office, Unit 1, 82 – 88 Marygate, Berwick-upon-Tweed.**

### **COUNCILLORS PRESENT:**

G Brown (Chair)  
J Bowden  
J Robertson  
P Rowe  
G Smith  
L Stephenson  
T Stewart

### **IN ATTENDANCE:**

Stephen Robinson, Operations Manager  
Stephen Cozens, Finance Officer  
Cllr R Mackenzie  
3 members of the public

### **CLS088/24 1. OPEN SESSION**

Concerns and issues raised by members of the public included the possibility of having cycle shelters for residents, progress made regarding a skate park, the Burrell Collection and food recycling.

Councillors and Officers provided responses that if Berwick Town Council (BTC) were supportive of cycle shelters they would need to explore this with Northumberland County Council (NCC), whilst NCC's cycling campaign started in December which BTC may wish to promote; 5 Arches Park is being looked at for viability of a Skate Park although this is still in the early stages; it is hoped that all or most of the Burrell Collection will be returned once the expected development of the Barracks takes place; and household waste is NCC's responsibility but Officers are aware that they are looking at food recycling options.

### **CLS089/24 2. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs M Greener and J Turton.

### **CLS090/24 3. MINUTES**

On the motion of Cllr T Stewart, seconded by Cllr J Robertson the minutes of the meeting held on 04 November 2024 were agreed and signed as a correct record.

### **CLS091/24 4. DISCLOSURE OF INTERESTS**

- i. There were no disclosures of interest.
- ii. There were no requests for dispensation.

### **CLS092/24 5. BENCHES**

The Operations Manager introduced the item that a request had been made to remove a bench due to anti-social behaviour by users. Concerns were raised that it is the only bench in the area, the retaining wall would be used as a substitute to a bench therefore still attracting anti-social behaviour. The Council **RESOLVED** to instruct Officers to invite representatives of Northumbria Police to a meeting to discuss this and other issues whilst the resident be contacted and the decision and reasons for it explained to them.

### **CLS093/24 6. GRANT APPLICATIONS**

- i. The Committee **RESOLVED** to make a grant of £570 to Berwick Slow Food on behalf of Berwick Festivals with the proviso that Officers seek clarification on whether the monies can be paid directly to the Chamber of Trade.
- ii. Councillors raised a number of concerns regarding the grant application received from the Berwick Youth Project including on current finance, geographical area, alternative community space that could be used and lack of evidence of applying elsewhere for support. After which, the Committee **RESOLVED** to defer the application to allow the Operations Manager to meet with the applicants to discuss further.
- iii. Cllr G Brown gave a verbal update on feedback received from the Tweed Salmon Centre Initiative including on a note of caution and determination to succeed. After which, the Committee **RESOLVED** to note the feedback.

### **CLS094/24 7. OUTDOOR FITNESS EQUIPMENT**

The Operations Manager provided an update of the £20k budget agreed at Council and the decision to defer a decision to this Committee.

After which, the Committee **RESOLVED** to instruct Officers to bring options for a trim trail to a future meeting.

**CLS095/24 8. PLANT STAGING FOR POLY TUNNELS**

The Operations Manager introduced the item, after which, the Committee **RESOLVED** to approve the option that the Wardens construct the plant staging for the poly tunnels up to a cost of £1,800.

**CLS096/24 9. NEWSLETTER DISTRIBUTION**

The Committee received an update from the Operations Manager that increasing the number of newsletters printed to 1,000 would result in costs of £172.38 per print run / edition. Also more vendors are being approached to increase the circulation of the newsletter.

After which, the Committee **RESOLVED** to approve the increase in newsletters printed to 1,000 per edition.

**CLS097/24 10. HERITAGE CULTURE & CREATIVE ZONE (CCZ)**

The Operations Manager introduced the item with an update that funding is available to create artwork, promotional material and a website for the Tweed Salmon Queen with help being available to access the capital. Also, there could be up to £5,000 available. After which, the Committee **RESOLVED** to instruct officers to submit a funding bid to CCZ in order to:

1. Employ a local Graphic Designer to create artwork and promotional material for the Tweed Salmon Queen, and
2. Employ a local web designer to use the created artwork to design and build a Tweed Salmon Queen Website.

**CLS098/24 11. ENVIRONMENTAL VOLUNTEERS**

Cllr L Stephenson provided an update that it has been a quiet month amongst litter picking groups and that the Little Pier Group are the only ones to make a request with black bags having been provided.

After which, the Committee **RESOLVED** to note the update.

**CLS099/24 12. PROPOSALS FOR GROWTH AND SAVINGS**

The Operations Manager provided the following update.

That at the Communities and Local Services (C&LS) Committee meeting on 14 October 2024 the Town Council resolved to spend up to £2,000 on new string lights for the Town Hall. On 21 October 2024 the Town Council were approached by GoFibre about potential sponsorship of Christmas Lights. The Chair and Vice-Chair of the C&LS Committee and Mayor, acting as Proper Officer (PO), were contacted about it as no meeting was scheduled until 04 November 2024. On the 23 October 2024 GoFibre

offered £2,000 sponsorship which was accepted. This wasn't tabled as a separate agenda item at the C&LS Committee meeting held on 04 November 2024 as a formal agreement had yet to be signed, due to ongoing discussions about the finer details of the agreement. The lights were purchased on the 11 November 2024 to ensure they arrived in time for installation. A signed sponsorship agreement was returned on 15 November 2024 and the money received on 28 November 2024. As all Officers have a duty to secure best value for the Council, it was agreed by the Chair, the Vice-Chair and PO, that the money be used to offset the cost of the replacement lights to achieve a saving for the tax payers.

After which, the Committee **RESOLVED** to note and approve the update.

**CLS100/24 13. EXPENDITURE VS BUDGET YEAR TO DATE**

Cllr J Robertson updated the meeting that there will be overspends, however, these are ones that were known about such as bench maintenance. Also, Communities and Local Services will come in below budget.

After which, the Committee **RESOLVED** to note the update.

**CLS101/24 14. PROGRESS ON AGREED ACTIONS**

An update was provided by the Operations Manager that the bus shelters should be installed within the next few weeks, a meeting has been arranged with the relevant NCC Officer to discuss the woodland walk, a meeting of the Christmas Lights Working Group will be convened once this year's display has been taken down and positive feedback has been received from the public regarding the Wardens.

The digital signboards were then raised to which Officers were seeking input from NCC.

After which, the Committee **RESOLVED** to note the updates.

**CLS102/24 15. DATE OF NEXT MEETING**

The date of the next meeting will be Monday 03 February 2025 at 6.00 pm.