

**Morpeth Town Council**  
**Minutes of the Finance & General Purposes Committee**  
**Wednesday 3<sup>rd</sup> October 2018 at 6:30pm**  
**in the Chambers at the Town Hall, Morpeth**

**Present: Councillors:** D Bawn - Chairman  
A Tebbutt - Vice Chairman  
N Best  
J Gebhard - *ex officio*  
R Hogg  
J Parreira  
R Thompson  
R Wearmouth

**Clerks:** Mrs T Bell  
Mrs J Wilson  
Miss K Carter

**Absent Councillors:** Cllr L Cassie - Personal  
Cllr J Wearmouth - Business

Cllr Byard and one member of the press (arriving at 6:35pm) were also in attendance.

**139/18 Committee Chairman's Announcements**

- Members were advised of the usual rules about the recording of meetings.
- Members were reminded that mobile phones should be turned on to silent and should not be used during the meeting.

**140/18 Mayoral Announcements**

- The Food and Drink Festival will take place over two days, 6th and 7th October 2018.
- The traditional Collingwood Toast will take place on Sunday 21st October 2018 at 11:40am. Cllr Byard will be making the toast as the Mayor is unable to attend due to a previous engagement.
- Members are also reminded that the annual Remembrance Parade will take place on Sunday 11th November 2018.
- The Mistletoe Fair and Christmas Lights Switch On event takes place on Saturday 17th November 2018.

**141/18 Declarations of Interest**

The Chairman received the following declarations of interest on this occasion:

*Cllr N Best – CCTV – (Personal Interest – Member of Chamber of Trade)*

**142/18**      **Public Participation Time**

There were no members of the public present who wished to ask a question on this occasion.

**143/18**      **Minutes of the Finance and General Purposes Committee held on 5<sup>th</sup> September 2018**

The minutes of the above meetings were approved as a true record.

Cllr Tebbutt informed members that he would no longer be able to attend the Annual Town and Parish Council Conference, but that Cllr Byard was still able to attend.

**RESOLVED**

- (i) That the minutes of the Finance and General Purposes Committee be approved, and signed as a correct record by the chair.

**144/18**      **Matters Arising**

There were no matters arising on this occasion.

**145/18**      **Authorisation of Payments**

The payment lists for October 2018 was circulated for consideration.

**RESOLVED**

- (i) That members agreed the payment list for October 2018, totalling £60,803.88.

**146/18**      **Updates from Working Groups**

**a. Parish Boundary Working Group**

Members were provided for information with an interim report from the working group.

Cllr Bawn informed members that work with Hebron Parish Council is ongoing to produce a joint leaflet which will be sent out to residents advising them of the proposals.

Cllr Bawn also informed members that he was hopeful that further work could progress with Mitford Parish Council.

Hepscott Parish Council still strongly oppose the proposal to change the parish boundaries. Each boundary proposal will be considered individually and not collectively.

Cllr Wearmouth suggested that discussions continue and that any updates be brought to the next Finance and General Purposes committee meeting on the 7<sup>th</sup> November 2018.

**RESOLVED**

- (i) Information duly noted.

**b. In Bloom Working Group**

The Clerk informed members that a meeting had taken place earlier today. Morpeth had done exceptionally well, winning a number of gold awards, including overall winner in the town category. The outcome of Britain in Bloom will be announced on the 19<sup>th</sup> October 2018 in Belfast.

Discussions are now taking place on the potential theme of Morpeth in Bloom for 2019.

Cllr Tebbutt offered his congratulations to everyone involved in Morpeth's success at National in Bloom, however he had struggled to find the results once they had been announced. Cllr Best informed him that the results had been posted on social media live as the results were announced as well as being published on the More in Morpeth website. The Clerk advised that they had also been published on the Town Council official Facebook pages.

Cllr Gebhard suggested that tweets from More in Morpeth could be integrated onto the Town Council website so that any announcements could be easily accessed.

**RESOLVED**

- (i) Information duly noted.
- (ii) To investigate the possibility of integrating social media posts onto the Council website.

**c. Morpeth Partnership Working Group**

The Clerk informed members that a meeting had taken place on the 25<sup>th</sup> September to discuss the joint event of the Christmas Light Switch On. She informed members that the event will have fireworks, a variety of entertainment and a Christmas Market down Bridge Street.

Cllr Hogg enquired as to whether a programme of events would be made available to residents. The Clerk informed her it would be publicised using a variety of methods.

**RESOLVED**

- (i) Information duly noted.

#### **d. Morpeth Forum**

Cllr Wearmouth informed members that another drop in event will take place for residents to get an update on progress for the various projects once the appropriate information was collected.

He also informed members that:

- Works at the Queens Head are progressing and the bar should be opening in 2019.
- Work is ongoing to develop future leisure provision.
- Work is ongoing to investigate the future of Storey Park community centre.
- There will be an update on commercial aspects of the Terrace car park at the next drop in session.
- The relocation of the library, which was scheduled to take place in autumn, has been delayed while all options are considered.

#### **RESOLVED**

- (i) Information duly noted.

**147/18**

#### **Budget 2019/20**

Members were asked to put forward capital "one off" projects for consideration as part of the budget setting process for 2019/20.

Cllr Tebbutt suggested that a cost analysis be done to see if an additional staff member may be added to the NEAT Team. The Clerk informed him that she is currently investigating costs to possibly hire a seasonal worker with Northumberland County Council (NCC).

Cllr Hogg asked if resurfacing works could be considered at Stobhillgate play area. The Clerk informed members that these works had just been undertaken and would be expensive, but that a quote could be sought.

The Clerk informed members that the fiberglass lining at the paddling pool will need to be replaced due to wear and tear.

#### **RESOLVED**

- (i) Information duly noted.
- (ii) Members to submit any further requests to the Clerk.

**148/18**

#### **Community Action Plan**

Members were provided for information with the Community Action Plan.

Each Community Plan Action was discussed in detail and a number of action points were agreed.

## RESOLVED

- (i) Information duly noted.
- (ii) To refer the issue of pop up shops to the next Morpeth Partnership meeting.
- (iii) A number of Planning and Transport issues will be referred to the next meeting of that committee.

149/18

### CCTV

The Clerk informed members that she has had several meetings with the police and a map has been drawn up identifying where cameras could be installed. The Clerk is currently waiting on detailed quotes for the identified work schedule.

She also informed members that she is in discussions with NCC as the cameras would be installed on street lights.

Cllr Hogg asked what the position was with the Chamber of Trade's contribution to the project. The Clerk advised that she would contact them once the quotes had been received to see if they wanted to contribute. A discussion took place on working with the Chamber of Trade on the project.

Cllr Tebbutt asked for an update on CCTV at Church Walk play area. The Clerk informed this could be included in any future CCTV provision.

## RESOLVED

- (i) Information duly noted
- (ii) To add CCTV to the agenda of the next Morpeth Partnership meeting.

*Cllr Best declared a personal interest in this matter – see min 141/18.*

150/18

### Council Tax Support Scheme Consultation

Members were advised that Northumberland County Council (NCC) have issued a consultation with regards to reducing the level of council tax support for working age claimants in Northumberland. The consultation is on NCC's website and runs from 24th September to 2nd November 2018. The link to the consultation is as follows:

[https://form.northumberland.gov.uk/form/auto/ctax\\_consultation](https://form.northumberland.gov.uk/form/auto/ctax_consultation)

Cllr Bawn informed members that Northumberland and Durham are the only County Councils to offer 100% relief of council tax to people on benefits. NCC are currently having a formal consultation to gather residents' opinions on lowering this to 92% relief. If this goes ahead it will still be one of the most generous schemes in the North of England.

Cllr Best enquired to what effect these proposed changes will have on the Town Council's council tax base.

**RESOLVED**

- (i) Information duly noted.
- (ii) To ask NCC to provide an update in monetary terms what effect the proposals will have on the council tax base.

**151/18**

**Local Council Issues**

There were no issues raised on this occasion.

**RESOLVED**

- (i) Information duly noted.

There was no other business to discuss and the meeting concluded at 7:25pm with Councillors D Bawn, A Tebbutt, Best, Gebhard, Hogg, Thompson, Parreira, and R Wearmouth present.

SIGNED:   
DATE: 7/11/18  
CHAIRMAN/VICE-CHAIRMAN  
MORPETH TOWN COUNCIL  
STANDING COMMITTEE

## Appendix B.

**Morpeth Town Council**  
**Authorisation of Payments - October 2018**

Supplier	Cheque No.	Description	Net Amount	VAT	Gross Amount
			£	£	£
WCS Group	BACS	Paddling Pool Water Sampling	190.00	38.00	228.00
ABS Business Supplies	BACS	Stationery	4.16	0.83	4.99
Jewson	BACS	Oldgate Court Refurbishment	49.27	9.86	59.13
Jewson	BACS	Maintenance - Bollards	52.13	10.42	62.55
ABS Business Supplies	BACS	Cleaning Supplies - Terrace & Carlisle Park toilets	44.00	8.80	52.80
SSE SWALEC	BACS	Electricity SJCC	34.61	1.73	36.34
Blok 'N' Mesh Limited	BACS	Maintenance - Paddling pool	36.00	7.20	43.20
Blok 'N' Mesh Limited	BACS	Play Equipment Installation - Carlisle Park	56.00	11.20	67.20
Blok 'N' Mesh Limited	BACS	Maintenance - Paddling pool	101.00	20.20	121.20
Blok 'N' Mesh Limited	BACS	Play Equipment Installation - Carlisle Park	70.00	14.00	84.00
F. H. Hardy Florists	BACS	Button Holes - In Bloom Judging	25.00	5.00	30.00
Thomas Owen	BACS	Cleaning supplies - Terrace toilets	18.04	3.61	21.65
Thomas Owen	BACS	Cleaning supplies - Carlisle Park toilets	18.04	3.61	21.65
ABS Business Supplies	BACS	Cleaning supplies - Bus station toilets	88.00	17.60	105.60
Jewson	BACS	Maintenance - bollards & fence	17.40	3.48	20.88
Jewson	BACS	Maintenance - Carlisle Park toilets	18.42	3.68	22.10
Jewson	BACS	Maintenance - Carlisle Park toilets	6.51	1.30	7.81
Thomas Owen	BACS	Bus Station Toilets - cleaning goods	185.01	37.00	222.01
Winn Electricals	BACS	Office lights maintenance	120.00	24.00	144.00
The National Allotment Society	BACS	Membership 2018	55.00	11.00	66.00
Marmax Recycled Products	BACS	Dedicated Seat - Appleby	324.20	64.84	389.04
Northumbria Fencing	BACS	Allotment Fencing	603.28	0.00	603.28
Readypay	BACS	In Bloom transport	90.00	0.00	90.00
PKF Accountants	BACS	Annual Accounts Return Yr End Mar 18	1,300.00	260.00	1,560.00
Collingwood Legal	BACS	Employment Law Advice	500.00	100.00	600.00
Jewson	BACS	General Maintenance	8.34	1.67	10.01
Jewson	BACS	Allotments Maintenance	46.52	9.30	55.82
Jewson	BACS	Carlisle Park Maintenance	2.88	0.58	3.46
Jewson	BACS	Bin and general maintenance	93.23	18.64	111.87
Pool Tech Services	BACS	Pool maintenance	84.90	16.98	101.88
F H Hardy	BACS	Button Holes - In Bloom Judging	25.00	5.00	30.00
Wicksteed	BACS	New Play Equipment Carlisle Park	39,007.45	7,801.49	46,808.94
Jewson	BACS	Maintenance	2.88	0.58	3.46
Jewson	BACS	Maintenance	46.52	9.30	55.82
Netpremacy	BACS	Google G Suite Licence	759.00	151.80	910.80
SLCC	BACS	Regional Seminar	140.00	28.00	168.00
Northumberland FA	BACS	SPCC Maintenance	100.00	0.00	100.00
Northumberland Cleaning	BACS	Caretaker Duties August 2018	2,014.50	0.00	2,014.50
Jewson	BACS	General Maintenance	56.95	11.39	68.34
Jewson	BACS	Public Toilets maintenance	9.99	2.00	11.99
Jewson	BACS	Skate Park Maintenance	4.82	0.96	5.78
Jewson	BACS	General Maintenance	20.78	4.16	24.94
Jewson	BACS	Allotment Maintenance	99.61	19.92	119.53
Jewson	BACS	Oldgate Maintenance	18.68	3.74	22.42
Jewson	BACS	Allotment Maintenance	13.20	2.64	15.84
Jewson	BACS	Allotment Maintenance	55.99	11.20	67.19
Morpeth Window Cleaning	BACS	SPCC and SJCC window cleaning August 2018	60.00	0.00	60.00
WCS Group	BACS	Paddling Pool water sampling	95.00	19.00	114.00
New Market Nibbles	BACS	Meet the Mayor	15.00	0.00	15.00
Café Des Amis	BACS	Meet the Mayor	60.00	12.00	72.00
The Pudding Parlour	BACS	Meet the Mayor	20.00	0.00	20.00
ABS Business Supplies	BACS	Public Toilets maintenance	44.00	8.80	52.80
The Wheatsheaf Coffee Shop	BACS	Meet the Mayor	12.00	0.00	12.00
SSE SWALEC	BACS	Electric Charges SJCC	31.04	1.55	32.59
Andersons Sandwich & Coffee Co.	BACS	Meet the Mayor	24.00	0.00	24.00
Chantry Tea Room	BACS	Meet the Mayor	16.00	0.00	16.00
Northumbria in Bloom	BACS	In Bloom Awards Ceremony	45.00	0.00	45.00
Jewson	BACS	General Maintenance	8.15	1.63	9.78
Jewson	BACS	General Maintenance	-8.15	-1.63	-9.78
Falon Nameplates Limited	BACS	Dedicated Seat Plaque	84.90	16.98	101.88
Stan Dawson Ltd.	BACS	Maintenance - Carlisle Park	188.00	37.60	225.60
Jewson	BACS	Maintenance - Carlisle Park	68.78	13.75	82.53
Jewson	BACS	Maintenance - Carlisle Park	38.03	7.61	45.64
Jewson	BACS	Maintenance - St Mary's Field Allotments	30.05	6.01	36.06
Jewson	BACS	Maintenance - Paddling Pool	17.50	3.50	21.00
Thomas Owen	BACS	Cleaning Supplies - Terrace toilets	71.66	14.33	85.99
Thomas Owen	BACS	Cleaning Supplies - SPCC	46.63	9.32	55.95
Thomas Owen	BACS	Cleaning Supplies - Carlisle Park toilets	85.28	17.05	102.33
Thomas Owen	BACS	Cleaning Supplies - SJCC	54.09	10.81	64.90
Thomas Owen	BACS	Cleaning Supplies - Carlisle Park toilets	26.78	5.36	32.14
			<b>47,751.05</b>	<b>8,940.38</b>	<b>56,691.43</b>



**Morpeth Town Council**  
**Authorisation of Payments - October 2018**

Supplier	Cheque No.	Description	Net Amount £	VAT £	Gross Amount £
<b>Direct Debits Paid September 2018</b>					
Gaffey Technical	DD	Hypolysers Rental	295.00	59.00	354.00
Team Valley Web Design	"	Website Hosting September 18	41.67	8.33	50.00
NWG Business	"	Water Charges 15/5-14/8/18 - Paddling Pool & Toilets	796.03	0.00	796.03
NWG Business	"	Water Charges 15/5-14/8/18 - SJCC	124.99	0.00	124.99
NWG Business	"	Water Charges 15/5-14/8/18 - Wellwood Garden Allotment	76.55	0.00	76.55
NWG Business	"	Water Charges 15/5-14/8/18 - Duncan Garden Allotment	150.39	0.00	150.39
EE&T-Mobile	"	MTC Office Mobile	47.47	9.49	56.96
Pitney Bowes	"	Franking Machine Qtr Lease from 9.9.18	73.44	14.69	88.13
Public Works Loan Board	"	First Payment 2018/19	1768.75	0.00	1,768.75
Bankline	"	Online Banking Charges	33.70	0.00	33.70
Pitney Bowes	"	Franking Machine Supplies	126.07	25.21	151.28
NWG Business	"	Water Charges 15/5-14/8/18 - St Marys Field Allotments	29.79	0.00	29.79
Worldpay	"	Transaction Charges August 18	15.27	0.05	15.32
Worldpay	"	Subscription Fees September 18	7.50	1.50	9.00
Corona Energy	"	SPCC Electricity August 18	14.08	0.70	14.78
Gazprom Energy	"	SJCC Gas 31/7-31/8/18	64.03	3.20	67.23
Gazprom Energy	"	SPCC Gas 31/7-31/8/18	74.30	3.71	78.01
Team Valley Web Design	"	Website Management	40.00	8.00	48.00
<b>Sub Total Direct Debit Payments</b>			<b>3,779.03</b>	<b>133.88</b>	<b>3,912.91</b>
<b>Petty Cash September 18</b>					
Home Bargains		Cleaning Supplies	4.95	0.99	5.94
Iceland		Corporate Refreshments	6.49	1.30	7.79
Iceland		Meet The Mayor	0.83	0.17	1.00
Lidl		Meet The Mayor	9.33	1.86	11.19
<b>Sub Total Petty Cash Payments</b>			<b>21.60</b>	<b>4.32</b>	<b>25.92</b>
<b>Credit Card August 18</b>					
W M Morrison PLC	DD	Britain in Bloom Refreshments	40.48	0.00	40.48
Café Vault	"	Britain in Bloom Refreshments	20.00	0.00	20.00
W M Morrison PLC	"	Britain in Bloom Refreshments	23.00	0.00	23.00
Amazon	"	Legal Seals	5.22	1.05	6.27
Amazon	"	Office Equipment	53.88	0.00	53.88
Washroom Hub	"	Cleaning Supplies - Bus Station Toilets	24.99	5.00	29.99
<b>Sub Total Credit Card Payments</b>			<b>167.57</b>	<b>6.05</b>	<b>173.62</b>
<b>Total Payments F&amp;GP Committee</b>			<b>51,719.25</b>	<b>9,084.63</b>	<b>60,803.88</b>
<b>3rd October 2018</b>					