

Cllr Tebbutt informed members that International Women's Day will be taking place on the 8th March 2018; all Councillors will be receiving a formal invitation. The event has been taken over by the Emily Inspires group.

344/17

Declarations of Interest

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

Cllr Andrew Tebbutt – Subsidies – Contact Mental Health (Personal Interest – informally involved with Contact)

345/17

Public Participation Time

Mr Neil Shashoua addressed the council regarding the possible redevelopment of Storey Park Community Centre (SPCC). Mr Shashoua has been in discussion with Cllr R Wearmouth about the future use of the centre.

Cllr Bawn thanked Mr Shashoua for his address and advised that SPCC would be discussed later in the meeting.

Mr Phil Slater addressed the committee regarding issues concerning Tommy's Field allotments. He advised the Secretary of Tommy's Field Allotment Association Ltd, had sent a letter to the Clerk dated 6th February 2018 regarding item 19 on the agenda which is in closed session.

Cllr Bawn advised Mr Slater the Council has the power to exclude the public and press if required and read out the passage in relation to this power:

"That under Section 100A (4) of the Local Government act 1972, the press and public be excluded from the meeting during the disclosure of the following items on the agenda as they involve the likely disclosure of exempt information as defined in Part 1 of schedule 12A in the 1972 Act as indicated below."

Issues concerning: Information relating to financial or business affairs.

Mr Slater gave a summary of the ongoing lease negotiations regarding Tommy's Field allotments. He then requested that Clause 6 of the proposed standard National Allotment Society lease be removed. This clause relates to the termination of the tenancy and Tommy's Field Allotment Committee have concerns regarding the inclusion of this clause.

Cllr Bawn advised that the Council would not negotiate each clause of the lease in open forum. He advised that the concerns were noted and would form part of the discussion in closed session with the outcome being communicated to the association in due course.

Cllr Bawn once again reiterated the Town Council's commitment to the provision of allotments and stated that individual allotment holders would not be evicted, as the land is safeguarded by its statutory status against loss or encroachment irrespective of whether Association holds a lease or not.

RESOLVED

- (i) Information duly noted.

346/17 **Minutes of the Finance and General Purposes Committee held on 10th January 2018**

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

RESOLVED

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

347/17 **Matters Arising**

See Appendix B.

348/17 **Authorisation of Payments**

The monthly accounts were circulated for consideration.

RESOLVED

- (i) That members agreed the payment list for February 2018, totalling £37,931.06.

349/17 **Items referred from other Committees and Working Groups**

Planning & Transport

i. Morpeth Forum

The Clerk informed members that Morpeth Masterplan drop-in event will be taking place in the Town Hall on Friday 9th February 2018 between 2-8pm. This event will give the public the opportunity to find out of what the currently and future plans of the town.

Officers and developers will be available to speak to members of the public on the plans which have already been approved, as well as discussing potential ideas. The plans for Morpeth First School will also be on display.

Morpeth Town Council have produced a questionnaire regarding the future of Storey Park community centre which will be available at the event for people to complete. The survey will collect residents'

thoughts and opinions of how they would like to see the centre developed.

The Morpeth BID steering group will also be there to inform more people of what the BID could do for both businesses and residents of Morpeth.

RESOLVED

- (i) Information duly noted.

350/17

Updates from Working Groups

a. Parish Boundary Working Group

Cllr Bawn informed members that the group are currently in conversation with Hebron, Hepscott and Mitford parishes to discuss the possibility of changing the parish boundaries. Hebron are open to discuss ideas and have invited the group to their Parish meeting in March.

A business case for the proposals has been drafted, however the information from county regarding the individual Parishes precept amounts was only received today. Once the numbers have been added it will be circulated to members for consideration.

Cllr Bawn informed members that so far Hebron seem to be taking a neutral approach to the proposal, but that Hepscott and Mitford seem to be opposed to the idea. An informal meeting has taken place with Hepscott who have published leaflets and sent them to their residents informing them of the changes to the boundaries.

RESOLVED

- (i) Information duly noted.
- (ii) To circulate the draft business case to Councillors to suggest amendments.

b. In Bloom Working Group

Members were provided with the notes of the meeting held on 17th January 2018.

The Clerk informed members that Morpeth has been selected as a finalist in the Britain in Bloom competition and that she had attended a finalist workshop in Birmingham on the 1st February to gain some information on what the judges will be looking for.

The Clerk proposed that one way of gaining publicity would be to set up an official Town Council Facebook page to share information and photos with the public. The public would have access to the page but only Morpeth Town Council officers would be able to post on it. As Cllr

Best has experience with Facebook it is suggested that he is asked to help with the initial setup.

A vote was taken: 8 For, 0 Against and 0 Abstention

Cllr Hogg asked if the local schools can get involved in the competition. The Clerk informed her that they could get involved by entering the art competition to find a new designs for the Market Place planters. We are engaged with Abbeyfields, Goosehill and King Edward's, however, projects need to be focused and specific to the competition criteria.

Cllr Herne asked if we could engage the Scouts and set up some scheduled events. The Clerk informed him that there are many opportunities for the Scouts to get involved with sustainability, environment etc. For example, litter picking. However, over time the Scout's involvement has decreased as the In Bloom element did not necessarily tie in with their badges.

The Clerk informed members that if anyone has an organised litter pick to liaise with Hugh Edmundson (GMDT) so that work is not duplicated.

RESOLVED

- (i) Information duly noted.
- (ii) That a Town Council Facebook page be established to gain publicity for Britain In Bloom.
- (iii) Cllr Herne to provide the Clerk with a contact for the Scouts to re-establish a link for In bloom activities.

c. Town Team

Members were provided with a statement from Morpeth BID Steering Board.

Cllr J Wearmouth informed members that the BID now has a business plan, which will reduce speculation as it includes concrete details, this will be sent to all businesses in Morpeth to read before they are asked to vote in the ballot.

Cllr Wearmouth also informed members that the vote will be taking place in March/April to decide whether to implement the BID or not, and that Morpeth Town Council has the right to vote, should they decide to use it.

Cllr Bawn suggested that the committee make a decision on whether they would like to use their vote or not.

Cllr Cassie suggested that we invite representatives from both the yes group and the no group to hear each side before the next committee meeting so as to make an informed decision.

RESOLVED

- (i) To invite representatives from both the yes and no group to a pre-meeting to hear both sides before the Council makes a decision on whether and how to vote.

351/17

Property and Assets Update

a. Property and Assets Report

Members were provided with the Property and Assets report.

The Clerk advised members that she had attended a meeting with Middle Greens Allotment Association on the 30th January 2018, in which they voted to hand back management of the allotments to Morpeth Town Council. MTC will take over the management of the allotments from the 1st April 2018.

The Clerk also informed members that refurbishments to Oldgate Court were going well and that the works would tie in with In Bloom.

Plans are in for the refurbishment of Church Walk play area and also Carlisle Park improvements. The money for these project has been allocated in the 2017/18 and 2018/19 budgets. It is hoped that the works will be completed before the summer.

Cllr Holmes expressed her disappointment that Councillors had not been involved in the process of deciding which play equipment would be installed in Church Walk play area. The Clerk informed Cllr Holmes that the project has been ongoing for two years and regular updates have been given on progress. The advice of numerous professionals has been sort to ensure that the most suitable equipment is installed whilst providing value for money. The Clerk agreed to circulate a list of what equipment is to be installed.

Cllr Tebbutt stated that he understood that NCC may be considering leasing the bowling pavilion and green in Carlisle Park to Morpeth Town Council. He suggested that there would need to be discussion regarding parking as bowls games last five hours which is longer than the short stay parking at the leisure centre. Cllr Bawn advised Cllr Tebbutt that this would be considered as part of the Masterplan.

Cllr Best asked for an update on the digital display screens for the Buttermarket. The Clerk informed him that the Deputy Clerk is in the process of chasing up the delivery of the screen.

RESOLVED

- (i) Information duly noted.
- (ii) To circulate a list of the proposed new play equipment for Church Walk and Carlisle Park play areas to members.

b. Storey Park Report

Members were provided with a Storey Park community centre report regarding the history and current position of the building.

The Clerk informed members that we have been in discussions with NCC for a long time regarding Storey Park and we need to decide if we want to apply for a Community Asset Transfer for the freehold of the centre. If we apply for an Asset Transfer we would request a substantially financial contribution from NCC for this project. The Clerk advised that she and Cllr Best will be attending a funding open event next month to investigate potential funding opportunities.

Cllr Hogg asked about the risk to Morpeth Town Council if we cannot access funding elsewhere. Cllr Bawn informed Cllr Hogg that NCC would hopefully offer a dowry to take ownership of the asset. Any formal proposal from NCC will be discussed in detail before a decision to accept or reject the offer is made.

Cllr Bawn proposed that we apply for a Community Assets Transfer for the freehold of Storey Park community centre and all of the surrounding land.

A vote was taken: 7 For, 0 Against and 1 Abstention

RESOLVED

- (i) Information duly noted.
- (ii) To apply to NCC for the Community Asset Transfer for the freehold of Storey Park Community Centre and the surrounding land.

Cllr Beynon and 2 members of the public left the meeting at 7:30pm

352/17

Subsidies

Members were provided with an update from Contact regarding their current financial position.

The Clerk informed members that Contact had been able to provide us with seven months' worth of running costs and where they expect to receive funding from.

Cllr Tebbutt advised members that many charities are struggling to come up with funding if they are not funded by the lottery and that many charities now ask for smaller subsidies from lots of different organisations. He also informed members that the charity commission expects charities to have at least six months of reserves.

Cllr Bawn proposed that we grant Contact Mental Health an award of £3,000 as provisionally agreed at F&GP on the 5th July 2017.

A vote was taken: 8 For, 0 Against and Abstention

RESOLVED

- (i) To grant Contact Mental Health the additional funding of £3,000.

Cllr Tebbutt declared a personal interest in this matter, see Min 344/17.

353/17

General Data Protection Regulations (GDPR)

The Clerk informed members that as of 25th May 2018 the General Data Protection Regulations come into force. The regulations state that the Town Council will need to appoint a Data Protection Officer (DPO). NCC have been approached to carry out the role however they are unlikely to assist due to capacity issues. An audit is currently ongoing into the data the council holds, a review of the document retention policy is also underway to ensure compliance.

Cllr Tebbutt informed members that the National Association of Local Councils (NALC) are currently seeking national clarification on who can carry out the role of the DPO

The Clerk proposed that she undertakes the GDPR Foundation and Practitioners Course to seek the required knowledge for the role of DPO unless there is a legal ruling stating that it cannot be the Clerk.

RESOLVED

- (i) Information duly noted.
- (ii) The Clerk to undertake the GDPR Foundation and Practitioners Course

354/17

CCTV Provision

Cllr Herne advised members that Ashington Town Council lease their CCTV system, and that their provider may be able to provide us with some information regarding costs.

The Clerk advised members that NCC currently have cameras throughout Morpeth which are outdated and they have taken the decision not to renew them. NCC originally advised that the town would receive two cameras which would be relocated from the Tall Ships event, and that further cameras could be provided for hotspot areas. NCC have confirmed that they are not prepared to provide any long term cameras.

The Clerk has spoken to a number of other town councils and been to see some of their systems to gather some information.

The Clerk is currently in the process of gathering quotes to replace the cameras across the town. An initial meeting has taken place with Inspector Hall to discuss the project. In order to comply with the data protection laws the monitor and equipment would be installed in the police station, this would ensure the police to have full access to the equipment when required.

Inspector Hall has confirmed that the police would be willing to have the equipment installed at the police station.

RESOLVED

- (i) Information duly noted.
- (ii) To bring the quotes and specification for CCTV systems to a future Finance and General Purposes Committee for consideration.

355/17

Final Accounts – Year End Procedures

Members were provided with the following reports for consideration:

- Internal Audit Policy and Risk Assessments
- Annual Treasury Management Policy – 2018/19

Members discussed each individual document and agreed that no amendments were necessary.

A proposal was made to recommend the reports to Full Council for approval.

A vote was taken: 8 For, 0 Against and 0 Abstention

RESOLVED

- (i) Information duly noted.
- (ii) To recommend all reports to Full Council on 21st March 2018 for approval.

356/17

Communications

Members were asked to consider any items for the next issue of the Town Cryer.

There were no new items raised on this occasion.

357/17

Community Safety Hub Issues (CoSH)

Members were asked if they had any issues to raise with the Community Safety Hub.

There were no new issues raised on this occasion.

358/17

Local Council Issues

Cllr Tebbutt advised members that he will be speaking to the Pottery Bank application at the next Area Council meeting on Monday 12th February, he will also attend the site visit on the 8th February.

Cllr Hogg asked for an update on the bus stop at Stobhill that is due to be repositioned. The Clerk advised that this is a planning issue and that there had been no update as of yet.

RESOLVED

- (i) Information duly noted.
- (ii) To chase NCC for a date regarding the bus shelter.

Members unanimously agreed that the following resolution be passed to exclude the press and public from the meeting to discuss the following item in closed session:

“That under Section 100A (4) of the Local Government Act 1972, the press and public be excluded from the meeting during the disclosure of the following items on the agenda as they involve the likely disclosure of exempt information as defined in Part 1 of schedule 12A in the 1972 Act as indicated below:


Issues concerning: Information relating to financial or business affairs.

Cllrs Byard and Holmes, and 5 members of the public left the room at 7:50pm.

There was no other business to discuss and the meeting concluded at 8.30pm with Councillors D Bawn, Best, Cassie, Herne, Hogg, Parreira, A Tebbutt and J Wearmouth present.

Min 347/17 Matters Arising from Previous Committee Meetings – Appendix B

Minute Number	Item	Current Position	Resolution
304/17 (270/17) (229/17) (208/17)	Community Safety Hub Issues	Cllr Herne was asked to raise concerns regarding speeding on the A196, close to the school and the lack of a pavement. Cllr Herne advised members that he had attended the Community Safety Hub but that the boundaries had been changed. Morpeth now comes under Alnwick and the North of Northumberland.	Information duly noted Cllr Herne to raise these issues at the next CoSH meeting and report back to the next appropriate meeting of this committee.

SIGNED: 
 DATE: 7/3/18
 CHAIRMAN/VICE-CHAIRMAN
 MORPETH TOWN COUNCIL
 STANDING COMMITTEE

Morpeth Town Council
Authorisation of Payments - February 2018

Appendix C.

Supplier	Cheque No.	Description	Net Amount £	VAT £	Gross Amount £
Bowman TV	BACS	PA Equipment - Remembrance Weekend	647.00	0.00	647.00
Clerks & Councils Direct	BACS	Subscription Renewal 2018	12.00	0.00	12.00
Local Council Updates	BACS	Subscription Renewal 2018	60.00	0.00	60.00
Glasdon UK Ltd	BACS	Bin Maintenance	42.60	8.52	51.12
Thomas Owen and sons Ltd	BACS	Community Centre Cleaning Supplies	27.80	5.55	33.35
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Npower	BACS	Refund for invoice NNO7Y2YK	-455.94	-91.19	-547.13
Npower	BACS	Replacement invoice for NNO7Y2YK	453.43	90.69	544.12
SSE SWALEC	BACS	SJCC Electricity 6/12/17 - 8/1/18	41.61	2.08	43.69
Jewsons	BACS	Maintenance - bins	3.30	0.66	3.96
Jewsons	BACS	Maintenance - bins	10.33	2.07	12.40
Jewsons	BACS	Repairs - Bus Station toilets	7.84	1.57	9.41
Thomas Owen	BACS	Cleaning supplies - Bus Station toilets	196.08	39.21	235.29
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NCC	BACS	IT Equipment	525.15	105.03	630.18
Jewson	BACS	Oldgate Repairs	2.21	0.44	2.65
Jewson	BACS	Skate Park maintenance	4.91	0.98	5.89
Jewson	BACS	Oldgate Repairs	25.71	5.15	30.86
Jewson	BACS	Maintenance - SPCC	18.40	3.68	22.08
ABS Business Supplies	BACS	Stationery	32.68	6.54	39.22
Mick Whitfield	BACS	Repairs - Bus Station toilets	82.00	0.00	82.00
Marty's Service Centre	BACS	Maintenance - SPCC	76.49	15.29	91.78
Northumberland Cleaning Co.	BACS	January 2018 Contractor Claim	544.00	0.00	544.00
ABS Business Supplies	BACS	Stationery	66.80	13.36	80.16
Marty's Service Centre	BACS	Maintenance - SPCC	104.00	20.80	124.80
Dee Smith	BACS	Jan/Feb 18 Travel Claim	30.60	0.00	30.60
John Stewart	BACS	January 2018 Contractor Claim	2,886.30	0.00	2,886.30
Ros Thew	BACS	January 2018 Contractor Claim	510.00	0.00	510.00
			5,955.30	230.43	6,185.73
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NCC Salary Payments					0.00
NCC	BACS	December 2017 Salaries	14,924.20	4.10	14,928.30
NCC	BACS	January 2018 Salaries	13,997.02	3.42	14,000.44
Sub Total Staff Costs			28,921.22	7.52	28,928.74
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Direct Debits Paid					
January 2019					
Gaffey Technical	DD	Hyprolyser Rental - Jan 18	295.00	59.00	354.00
Team Valley Web Design	"	Website Hosting - Jan 18	41.67	8.33	50.00
EE & T-Mobile	"	Office Mobile Charges	44.31	8.86	53.17
Bankline	"	Monthly Online Banking Fee	34.10	0.00	34.10
Worldpay	"	Transaction Charges - Dec 17	15.16	0.03	15.19
Worldpay	"	Subscription fee - Jan 18	7.50	1.50	9.00
Corona Energy	"	SPCC Electricity 01-31/12/17	19.26	0.96	20.22
BT	"	Office Telephone Charges	669.48	133.89	803.37
Gazprom Energy	"	SJCC Gas 30/11-31/12/17	342.26	68.45	410.71
Gazprom Energy	"	SPCC Gas 30/11-31/12/17	331.24	66.25	397.49
Sub Total Direct Debit Payments			1,799.98	347.27	2,147.25

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Morpeth Town Council
Authorisation of Payments - February 2018

Supplier	Cheque No.	Description	Net Amount £	VAT £	Gross Amount £
Petty Cash					
Iceland	4756	Corporate Expense	13.96	2.76	16.72
Carphone Warehouse	"	USB Cable	16.66	3.33	19.99
Shoecare	"	Keys for Town Hall Gate	8.33	1.67	10.00
Yorkshire Trading Co.	"	Cleaning Supplies	0.83	0.17	1.00
Iceland	"	Civic Refreshment & Cleaning Supplies	4.04	0.81	4.85
Yorkshire Trading Co.	"	Environment Products	6.28	1.25	7.53
Lidl	"	Civic Refreshment	5.98	0.00	5.98
Home Bargains	"	Cleaning Supplies	4.40	0.88	5.28
Sun Inn	"	Burns Night	60.00	0.00	60.00
Aldi	"	Outdoor Clothing	24.98	5.00	29.98
T G Allen	"	Stationery	1.25	0.25	1.50
Iceland	"	Cleaning Supplies	1.67	0.33	2.00
			148.38	16.45	164.83
Credit Card Statement					
Shoecare	DD	Keys for Town Hall Offices	20.83	4.17	25.00
Chaucer Solutions	"	Bus Station Cleaing Supplies	26.29	5.26	31.55
Econofreeze Ltd	"	Cleaning Goods	99.17	19.83	119.00
Cheap Rope	"	Refurbishment Oldgate Court	146.04	29.21	175.25
Direct Hygiene 365	"	Baby Changing Unit - Bus Station Toilttes	97.50	19.50	117.00
Safety First Aid	"	First Aid Books	14.75	2.95	17.70
Abalone Graphics	"	Name Badges	15.84	3.17	19.01
Sub Total Credit Card Payments			420.42	84.09	504.51
Total Payments F&GP Committee 7th February 2018			37,245.30	685.76	37,931.06