



**16/18**      **Public Participation Time**

There were no members of the public present on this occasion

**17/18**      **Minutes of the Finance and General Purposes Committee held on 2<sup>nd</sup> May 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.

**18/18**      **Matters Arising**

There were no matters arising on this occasion.

**19/18**      **Authorisation of Payments**

The payments list for June 2018 was circulated for consideration. Members were advised of a minor amendment.

**RESOLVED**

- (i) That members agreed the amended payment list for June 2018, totalling £70,035.02.

*Cllr Best declared a personal interest in this matter, see Min 15/18.*

**20/18**      **Electronic Delivery of Committee Papers**

The Clerk advised members that two electronic devices have been purchased for the use in committee meetings. Further devices can be purchased if necessary. Members were asked to provide feedback as to how they are finding the electronic delivery of papers.

**RESOLVED**

- (i) Information duly noted

*PLK*

**a. Parish Boundary Working Group**

The Clerk informed members that no response has been forthcoming from Hebron Parish with dates for a meeting with Morpeth Town Council regarding the parish boundaries.

Hepscott and Mitford Parish Councils agreed dates to meet with the Town Council to discuss the proposals.

**RESOLVED**

- (i) Information duly noted.
- (ii) The Clerk will continue to chase a response from the Clerk of Hebron Parish Council, copying in the chairman Cllr Watson

**b. In Bloom Working Group**

The Clerk informed members that the regional judging for In Bloom is 20<sup>th</sup> July 2018. National judging will be on 8<sup>th</sup> August 2018. The Britain in Bloom results will be announced on 19<sup>th</sup> October 2018 in Belfast. The Clerk, Cllr Gebhard and Cllr Best will be attending this event. Northumberland County Council (NCC) and Heighley Gate Garden Centre representatives will also be attending as our joint partners.

**RESOLVED**

- (i) Information duly noted.

**a. Town Team Working Group**

Members were provided for information with the breakdown of the Business Improvement District (BID) spend as requested. The remaining balance has now been returned to Morpeth Town Council. The Clerk advised members that following a meeting with the partnership a number of suggestions were made with regards to big economic events in the town. These included the Town Council sponsoring the live music stage at the Food and Drink Festival and hosting a joint Christmas Lights switch on event with Sanderson Arcade.

A proposal was made to provide the £2,000 sponsorship for the Food and Drink Festival, and contribute £3,000 towards the joint Christmas Lights switch on event.

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

## RESOLVED

- (i) Information duly noted.
- (ii) To sponsor the music stage at the Food and Drink Festival
- (iii) To work in partnership with Sanderson Arcade to hold a joint Christmas light switch on.

22/18

### Document Retention Policy

Members were provided with a draft Document Retention Policy for consideration. A discussion followed and several minor typographic amendments were suggested.

## RESOLVED

- (i) Information duly noted
- (ii) To recommend the amended policy to Full Council on 18<sup>th</sup> July 2018 for approval.

23/18

### CCTV

The Clerk advised members that following the BID failure, the Council would need to consider the potential installation of CCTV in Morpeth. Following initial contact with three suppliers, the cost to cover the Town Centre and Carlisle Park could be in the region of £20-£25,000. The monitoring equipment would be held in Morpeth Police Station and used to combat crime in the town.

Cllr J Wearmouth suggested approaching the Chamber of Trade for a contribution.

Cllr Best asked if a commitment to support the CCTV can be sought from the Police to ensure we don't fall into the same situation as that when the old Police Station closed.

The Clerk advised that street level Wi-Fi will also be installed imminently in the Town Centre.

## RESOLVED

- (i) Information duly noted
- (ii) The Clerk to seek formal quotes
- (iii) The Clerk to ask the Police for a commitment to CCTV installation in the town
- (iv) The Clerk to ask the Chamber of Trade if they wish to contribute towards the cost of CCTV

24/18

**Property and Assets Update**

Members were provided with a report from the Deputy Clerk regarding the councils Property and Assets.

The Clerk advised members that:

- The refurbishment of Church Walk play area has begun.
- NCC are in the process of having a more detailed plan of costings for rebuilding Storey Park Community Centre.
- Tommy's Field Allotment Ltd. have agreed to the terms of the new lease. It is hoped that the new roundabout will go ahead in due course once the new allotments have been created.

**RESOLVED**

- (i) Information duly noted.

25/18

**Small Grant Application**

Members were provided with a Small Grant application form from Stobhill Community Forum for consideration. The Clerk advised members that, in support of the application, they only provided costings for the previous year, so quotes for 2018 would be needed to fully consider the application.

It was proposed to approve the application in principle on receipt of valid quotes.

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

**RESOLVED**

- (i) Information duly noted.
- (ii) To request a quote for the bouncy castle before paying over the Small Grant of £500

*Cllr Rachael Hogg declared a personal interest in this matter see Min no. 15/18*

26/18

**Local Council Issues**

There were no issues raised on this occasion.

There was no other business to discuss and the meeting concluded at 7:35pm with Councillors D Bawn, Best, Cassie, Hogg, Gebhard, Thompson, J Wearmouth and R Wearmouth present.

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

Supplier	Cheque No.	Description	Net Amount	VAT	Gross Amount
			£	£	£
Mick Whitfield	BACS	Maintenance Carlisle Park Toilets	58.00	0.00	58.00
Jewson	BACS	Paddling Pool Maintenance	0.70	0.14	0.84
Jewson	BACS	Litter Bin Maintenance	18.30	3.66	21.96
Jewson	BACS	Litter Bin Maintenance	21.23	4.24	25.47
Readypay	BACS	In Bloom Spring Judging Transport	90.00	0.00	90.00
Thomas Owen	BACS	Bus Station Toilets Cleaning Supplies	207.68	41.54	249.22
Thomas Owen	BACS	Cleaning goods Terr. Car Pk and Carlisle PK toilets	41.60	8.32	49.92
ABS Business Supplies	BACS	Cleaning goods for Com. Centres & Public Toilets	44.00	8.80	52.80
ABS Business Supplies	BACS	Cleaning goods for Bus Station Toilets	22.00	4.40	26.40
Charlotte Garrett	BACS	Refund for Mistletoe fair 2018	35.00	0.00	35.00
Morpeth Window Cleaners	BACS	Window Cleaning at Community Centres	60.00	0.00	60.00
Tracey Bell	BACS	Travel Expenses	36.00	0.00	36.00
Dee Smith	BACS	Travel Expenses	29.25	0.00	29.25
Jewson	BACS	Paddling Pool Maintenance	10.20	2.04	12.24
Jewson	BACS	Paddling Pool Maintenance	17.16	3.43	20.59
Northumberland Cleaning Co.	BACS	Contractor Claim April 2018	1,670.25	0.00	1,670.25
<b>Antel Ltd</b>	<b>BACS</b>	<b>Paddling Pool Maintenance</b>	<b>1,416.86</b>	<b>283.37</b>	<b>1,700.23</b>
ABS Business Supplies	BACS	Office Stationery	9.30	1.86	11.16
Jewson	BACS	In Bloom maintenance	7.62	1.52	9.14
Jewson	BACS	In Bloom maintenance	4.27	0.85	5.12
Blok N Mesh	BACS	Paddling Pool Maintenance	116.00	23.20	139.20
SSE SWALEC	BACS	Electricity Supplied - SJCC	40.76	2.03	42.79
Thomas Owen	BACS	Cleaning Supplies for Carlisle Park Toilets	45.70	9.14	54.84
Dee Smith	BACS	Travel Expenses	18.00	0.00	18.00
<b>Cllr N Best</b>	<b>BACS</b>	<b>Travel and Expenses</b>	<b>141.70</b>	<b>0.00</b>	<b>141.70</b>
Signs of the Times Ltd	BACS	Town Signage	3,983.74	796.75	4,780.49
Jewson	BACS	Paddling Pool & Middle Greens Allotment Maintenance	66.54	13.31	79.85
Jewson	BACS	Paddling Pool Maintenance	24.89	4.98	29.87
Ken Denholm	BACS	Macebearer duties	81.70	0.00	81.70
Wansbeck Valley Food Bank	BACS	Funds Raised for Mayors Charity 2017/18	7,327.89	0.00	7,327.89
Jewson	BACS	Pool Maintenance	17.45	3.49	20.94
Gordon Carr	BACS	Morpeth Herald supplied	52.90	0.00	52.90
Pool Tech Services	BACS	Pool Maintenance	113.90	22.78	136.68
Beach Design	BACS	Business Cards	174.00	34.80	208.80
NCC	BACS	Pension Recharge	301.72	0.00	301.72
NALC	BACS	Annual Subscription	2,183.88	0.00	2,183.88
Thomas Owen	BACS	Cleaning supplies - Carlisle Park & Terrace toilets, & SPCC	47.59	9.52	57.11
NCC	BACS	Partnership Agreement NEAT Team 1/3/18-30/9/18	30,223.39	0.00	30,223.39
Jewson	BACS	Maintenance - Paddling Pool	21.55	4.31	25.86
Jewson	BACS	Maintenance - Seats	18.78	3.76	22.54
Jewson	BACS	Maintenance - Seats	22.16	4.43	26.59
Northumberland Cleaning Co.	BACS	Contractor Claim for May 2018	1,946.50	0.00	1,946.50
			<b>50,770.16</b>	<b>1,296.67</b>	<b>52,066.83</b>
<b>NCC Salary Payments</b>					
NCC	BACS	April Salary 2018	14,880.29	0.00	14,880.29
<b>Sub Total Staff Costs</b>			<b>14,880.29</b>	<b>0.00</b>	<b>14,880.29</b>
<b>Direct Debits Paid May 2018</b>					
Gaffey Technical	DD	Hyprolyser Rental 2018	295.00	59.00	354.00
Team Valley Web Design	"	Website Hosting 2018	41.67	8.33	50.00
EE & T-Mobile	"	MTC Office Mobiles	45.68	9.14	54.82
Worldpay	"	Customer Refund	45.00	0.00	45.00
BNP Paribas	"	Copier Lease 13/05-12/08/18	1131.49	226.30	1,357.79
Bankline	"	Online Banking Charges	48.10	0.00	48.10
Worldpay	"	Subscription Fees May 2018	7.50	1.50	9.00
Worldpay	"	Transaction Fees April 2018	16.58	0.12	16.70
Corona Energy	"	Electricity Charges for April 18 - SPCC	15.90	0.79	16.69
Gazprom Energy	"	Gas Charges for April 18 - SPCC	288.63	57.73	346.36
Gazprom Energy	"	Gas Charges for April 18 - SJCC	212.68	42.53	255.21
<b>Sub Total Direct Debit Payments</b>			<b>2,148.23</b>	<b>405.44</b>	<b>2,553.67</b>

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

Supplier	Cheque No.	Description	Net Amount £	VAT £	Gross Amount £
<b>Petty Cash</b>					
Iceland	4762	Corporate Expense	16.53	3.32	19.85
Original Factory Shop	"	Cleaning Supplies - SPCC & SJCC	1.67	0.33	2.00
Home Bargains	"	Cleaning Supplies - MTC	7.79	1.56	9.35
Home Bargains	"	Cleaning Supplies - SPCC & SJCC	5.78	1.16	6.94
W H Smith	"	Mobile Phone Top Up	9.16	1.83	10.99
ASDA	"	Cleaning Supplies - MTC	1.38	0.28	1.66
Post Office	"	Postage - Audit	2.50	0.00	2.50
Yorkshire Trading	"	Stationery	1.32	0.26	1.58
Post Office	"	Postage - Pool Water Testing	11.00	0.00	11.00
<b>Sub Total Petty Cash Payments</b>			<b>57.13</b>	<b>8.74</b>	<b>65.87</b>
<b>Credit Card Statement</b>					
Amazon	DD	Carlisle Park Toilet Maintenance	2.78	0.56	3.34
Amazon	"	Oldgate Court Refurbishment	13.80	0.00	13.80
Palintest	"	Recalibration of Pool Testing Kit	127.75	25.55	153.30
Safety Buyer Uk	"	Anti Slip Mats for Carlisle Park Toilets	70.93	14.19	85.12
Café Vault	"	Annual Assembly Refreshments	50.00	0.00	50.00
Event Bright	"	NALC Councillor Training	10.00	0.00	10.00
Greggs	"	Annual Assembly Refreshments	55.20	0.00	55.20
Amazon	"	Paddling Pool Maintenance	35.50	7.10	42.60
Morrisons	"	Mayor Making Refreshments	20.00	0.00	20.00
Natwest	"	Annual Credit Card Fee	35.00	0.00	35.00
<b>Sub Total Credit Card Payments</b>			<b>420.96</b>	<b>47.40</b>	<b>468.36</b>
<b>Total Payments F&amp;GP Committee 6th June 2018</b>			<b>68,276.77</b>	<b>1,758.25</b>	<b>70,035.02</b>