

Morpeth Town Council
Minutes of the Finance & General Purposes Committee
Wednesday 6th February 2019 at 6:30pm
in the Chambers at the Town Hall, Morpeth

Present: Councillors: D Bawn - Chairman
A Tebbutt - Vice Chairman
N Best
L Cassie (arriving at 6:34pm)
J Gebhard - *ex officio*
R Hogg
R Wearmouth
J Wearmouth

Clerks: Mrs T Bell
Miss K Carter

Absent Councillors: Cllr J Parreira - Personal
Cllr R Thompson - Personal

Cllr A Byard and one member of the public were also in attendance.

267/18 **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.

268/18 **Mayoral Announcements**

- Nominations for Civic Awards must be submitted by 22nd February 2019.
- A Chinese New Year celebration took place at Mulan in Morpeth on the 3rd February 2019. The event was a great success, raising £1,000 for the Mayor's charity.
- Two teams will represent the Mayor's charity at the Lions' Swimathon.
- A meal at Lollo Rosso in Morpeth is being organised to raise money for the Mayor's charity.

269/18 **Declarations of Interest**

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

Cllr A Tebbutt – Property and Assets Update – (Personal Interest – is a user of Storey Park community centre), and Subsidies 2019/20 – (Personal Interest – has sponsored Wansbeck Music Festival in the past)

270/18 **Public Participation Time**

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

271/18 **Minutes of the Finance and General Purposes Committee held on 9th January 2019**

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.

272/18 **Matters Arising**

There were no matters arising on this occasion.

Cllr Tebutt informed members that the Ethical Standards Committee had issued a report which has been circulated previously to all members. A number of recommendations have been made and it is hoped that these are adopted to improve standards in public life.

RESOLVED

- (i) Information duly noted.

273/18 **Authorisation of Payments**

The amended payment lists for February 2019 was circulated for consideration.

RESOLVED

- (i) That members agreed the amended payment list for February 2019, totalling £64,630.94.

274/18 **Updates from Working Groups**

a. Parish Boundary Working Group

Cllr Bawn informed members that he attended Hebron Parish Council meeting along with Cllrs R Wearmouth and Hogg. Some minor amendments have been made to the leaflet and labels have been added to the maps. The leaflets will be delivered to residents impacted by the change next week.

Cllr R Wearmouth informed members that Hepscoth Parish Council are not willing to discuss the proposed changes any further. Mitford Parish Council seem to be less troubled by the proposed boundary change.

Final recommendations will be brought to Finance and General Purposes committee for discussion before they are referred to Full Council for consideration. If approved a request for review will be submitted to Northumberland County Council (NCC).

RESOLVED

(i) Information duly noted.

b. Morpeth Partnership Working Group

The Clerk informed members that she had attended the monthly meeting to discuss what events will be taking place this year.

Members were informed that work had been commissioned to investigate the popularity of the More in Morpeth brand. The next meeting will take place on the 11th February 2019.

The Clerk will be attending an event in Alnwick next week with members of the partnership, to meet with a retail specialist to discuss ways to reinvigorate the town centre and bring more visitors to the town.

RESOLVED

(i) Information duly noted.

c. Morpeth Forum

Cllr R Wearmouth informed members that work is still ongoing to identify the best positions for leisure, library and customer services. The next public drop in session will take place in March, by then the plans should have progressed enough so that residents can see what the design proposals are.

RESOLVED

(i) Information duly noted.

d. CCTV Working Group

The Clerk informed members that she had a meeting with NCC and the provider of the CCTV today to identify suitable lampposts for the cameras to be installed upon. NCC are to confirm if the old CCTV brackets can be utilised.

Cllr Bawn informed members that the Chamber of Trade have agreed to support this project and will pay 10% of the total cost. Once the installation date has been confirmed the Council will issue a press release.

RESOLVED

(i) Information duly noted.

e. In Bloom Working Group

Members were provided with the notes of the meeting held on 23rd January 2019.

Cllr Best informed members that the next litter pick will be taking place on the 24th February 2019. A list of future dates will be published in Inside Morpeth magazine and on the Council website.

Cllr R Wearmouth informed members that the Greater Morpeth Development Trust (GMDT) are grateful for the new cigarette bins installed on the Market Square.

The Clerk will be attending a meeting on Friday 8th February 2019 in Manchester to meet the judges and receive an update on the Britain in Bloom competition.

RESOLVED

(i) Information duly noted.

275/18

Property and Assets Update

Members were provided for information with the Property and Assets report.

Cllr Tebbutt informed members that Storey Park community centre has been considered not fit for purpose for some time, and that the cost to refurbish it continues to increase. The Clerk informed members that the centre is in a state of disrepair and energy bills had become extremely high.

Cllr R Wearmouth informed members that due to a period of unexpected leave by the s151 Officer no decision has been made in his absence with regards to funding.

Cllr Best stated that the terms of the lease for Storey Park have not been met by NCC.

The Clerk informed members that there had been a fire at Middle Greens allotments, on a site containing asbestos. Quotes are being sought to have this removed.

The Clerk had a meeting with the litter group and NCC to go over the litter report and agreed a future strategy. Ashtrays will be retrofitted to bins in the town as the trial had been successful. The Clerk has also been in discussion with NCC to increase the level of enforcement with regards to litter and dog fouling.

A date has been agreed for the new lining of the paddling pool to be installed, this will be subject to change as the works are weather dependent. Quotes have been received for the refurbishment of Carlisle park toilets.

RESOLVED

- (i) Information duly noted.
- (ii) To formally write to NCC for an update on Storey Park.
- (iii) The Clerk to go ahead and arrange the refurbishment of Carlisle Park toilets.

Cllr Tebbutt declared a personal interest in this matter – see min 269/18

276/18

Subsidies 2019/20

Members are provided for information with the following documents in relation to their 2018/19 subsidy:

- A letter from the Wansbeck Music Festival
- The Morpeth and District Red Squirrels annual report
- The Citizens Advice Bureau annual report for 2018/19

Members agreed that the reports were an accurate reflection of how the subsidies are used.

Members acknowledged the news that the Wansbeck Music Festival will cease to continue following the 2019 festival.

RESOLVED

- (i) Information duly noted.
- (ii) 2019/20 subsidy will not be paid to the Wansbeck Music Festival.

Cllr Tebbutt declared a personal interest in this matter – see min 269/18

277/18

Final Accounts – Year End Procedures

Members were provided with the following reports for consideration:

- Internal Audit Policy and Risk Assessments
- Annual Treasury Management Policy – 2019/20-2021/22

Members discussed each 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 20th March 2019 for approval.

278/18

Conservation Area Proposals

Members were asked to consider the Draft Brief for the Conservation Area Appraisal. If approved consultants will be invited to submit a tender for the work. Any proposals received will be considered at the next meeting of this committee.

Cllr Best informed members that the appraisal will be carried out this year, and the boundary review will follow next year.

He also informed members that the appraisal identifies features in the conservation area, which will better inform NCC's planning decisions.

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

RESOLVED

- (i) Information duly noted.
- (ii) To advertise the tender document.

279/18

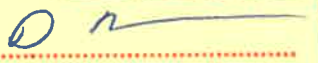
Local Council Issues

Cllr Tebbutt informed members that he will be attending the Local Area Council on the 11th February 2019 to speak to the planning application regarding the land North of the Garth. It will be a planning only meeting.

RESOLVED

- (i) Information duly noted.

There was no other business to discuss and the meeting concluded at 7:08pm with Councillors D Bawn, A Tebbutt, Best, Cassie, Gebhard, Hogg, J Wearmouth and R Wearmouth present.

SIGNED: 
DATE: 11/3/19
CHAIRMAN/VICE-CHAIRMAN
MORPETH TOWN COUNCIL
STANDING COMMITTEE

Morpeth Town Council
Authorisation of Payments - February 2019

Supplier	Cheque No.	Description	Net Amount £	VAT £	Gross Amount £
Thomas Owen	BACS	SJCC Cleaning Goods	92.81	18.56	111.37
Thomas Owen	BACS	Terrace Car Park Cleaning Goods	72.69	14.55	87.24
Annodata	BACS	Photocopier copies	121.32	24.26	145.58
Jewson	BACS	Skate Park Maintenance	18.97	3.79	22.76
Bowman TV	BACS	Supply/set up PA Equipment remembrance Sunday	309.00	0.00	309.00
Morpeth Window Cleaners	BACS	Cleaning SJCC and SPCC	60.00	0.00	60.00
Gustharts Ltd	BACS	General Maintenance	24.17	4.83	29.00
Dr J Power	4770	Mayors Ball Entertainment	100.00	0.00	100.00
Leisure & Construction Services					
Leisure & Construction Services	BACS	Church Walk Maintenance	275.00	55.00	330.00
Northumbria Fencing	BACS	Fencing Middle Greens Allotments	1,456.00	0.00	1,456.00
Initial	BACS	Hygiene Wast Bus Station Toilets	46.80	9.36	56.16
Thomas Owen	BACS	Bus Station Toilets cleaning goods	157.30	31.46	188.76
Thomas Owen	BACS	SPCC Cleaning Goods	85.75	17.15	102.90
SSE SWALEC	BACS	Electricity supplied SJCC	43.74	2.18	45.92
Jewson	BACS	SJCC General Maintenance	8.99	1.80	10.79
Glasdon	BACS	Bin maintenance	66.37	13.27	79.64
Northumberland Cleaning	BACS	Caretaker Duties SJCC, Terrace toilets December 2018	599.25	0.00	599.25
Northumberland Cleaning	BACS	Caretaker Duties SPCC Dec 2018	306.00	0.00	306.00
ComminiCorp					
ComminiCorp	BACS	Clerk & Council Direct Subscription 19/20	12.00	0.00	12.00
Spotty Dog Signs and Print Ltd	BACS	No dogs sign	12.00	2.40	14.40
NCC	BACS	Town Hall rent & income	12,000.00	0.00	12,000.00
SLCC	BACS	Society Membership - Joanne Wilson	223.00	0.00	223.00
Jewson	BACS	Maintenance - SJCC	6.78	1.36	8.14
Jewson	BACS	Maintenance - SJCC	13.05	2.61	15.66
Jewson	BACS	Maintenance - Middle Greens allotments	80.69	16.14	96.83
Mick Whitfield	BACS	Terrace Car Park Maintenance	40.00	0.00	40.00
NCC Salaries	BACS	November Salaries	15,663.64	4.10	15,667.74
NCC salaries	BACS	December Salaries	16,330.36	4.10	16,334.46
NCC Salaries	BACS	January Salaries	13,948.62	4.10	13,952.72
NCC	4773	Civic Event	80.00	0.00	80.00
Dr J Power	4772	Mulan Charity Event Entertainment	100.00	0.00	100.00
			62,354.30	231.02	62,585.32

Direct Debits Paid November 2018

Gaffey	DD	Hyprolyser Rental Fee Jan 19	295.00	59.00	354.00
Team Valley Web Design	"	Website Hosting Jan 19	41.67	8.33	50.00
EE & T-Mobile	"	MTC Office Mobile	47.93	9.59	57.52
Anglian Water	"	Middle Greens Allotment 15/09-14/12/18	140.41	0.00	140.41
Bankline	"	Online Banking Charges	34.50	0.00	34.50
Gazprom	"	SJCC Gas 30/11-30/12/18	187.15	9.36	196.51
Gazprom	"	SPCC Gas 30/11-30/12/18	386.99	77.40	464.39
Pitney Bowes	"	Charges	5.00	1.00	6.00
Worldpay	"	Transaction Charges Dec 18	15.09	0.02	15.11
Worldpay	"	Subscription Fees Jan 19	7.50	1.50	9.00
Corona Energy	"	SPCC Electricity 1-31/12/18	17.58	0.88	18.46
BT	"	MTC Telephone Charges	296.84	59.36	356.20
Sub Total Direct Debit Payments			1,475.66	226.44	1,702.10

Petty Cash January 2019

Iceland	4771	Corporate Refreshments	17.07	3.43	20.50
Home Bargains	"	Cleaning Supplies	2.89	0.58	3.47
Yorkshire Trading Co.	"	Cleaning Supplies	2.32	0.46	2.78
T G Allan	"	Stationery	2.50	0.50	3.00
Riverside Leisure Centre	"	Expenses	2.49	0.51	3.00
Yorkshire Trading Co.	"	Allotment Maintenance	2.08	0.41	2.49
Sub Total Petty Cash Payments			29.35	5.89	35.24

Credit Card December 2018

Amazon	DD	Mayors Ball	10.63	2.08	12.71
Amazon	"	Mayors Ball	7.05	1.41	8.46
Amazon	"	Banquet Roll	17.00	3.40	20.40
Amazon	"	Town Hall Equipment	113.93	0.00	113.93
Amazon	"	Town Hall Equipment	68.38	0.00	68.38
Morpeth Court House	"	Accommodation	70.00	0.00	70.00
RHS Britain in Bloom	"	2019 Finalist Conference	12.00	2.40	14.40
Sub Total Credit Card Payments			298.99	9.29	308.28

Total Payments F&GP Committee 6th February 2019

64,158.30	472.64	64,630.94
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