

MORPETH TOWN COUNCIL

Minutes of the Annual Meeting & Mayor Making Ceremony of the Town Council held on Wednesday 16th May 2018 in the Ballroom of the Town Hall, Morpeth

Present:

Councillors: **N Best** - **Mayor**

D Bawn
N Bawn
A Byard
L Cassie
J Gebhard
D Herne
R Hogg
K Holmes
J Parreira
A Tebbutt
J Tebbutt
R Thompson
J Wearmouth
R Wearmouth

Clerks: Mrs T Bell
 Mrs J Wilson

Invited guests, the Mace Bearer (Mr Ken Denholm) and Henry Girvan playing the Bagpipes also attended.

Welcome

All present arose for the arrival of the Mayor, Deputy Mayor and Clerk. The Mayor opened the meeting, welcoming guests and expressing how much he had enjoyed his Year of Office. Thanks were given to Morpeth Town Council (MTC) Councillors, staff and Norman Froud, Caretaker of the Town Hall, for the support given and also to the Deputy Mayor Jack Gebhard for his support throughout the year.

Ken Brown, representing the Morpeth and District Chamber of Trade, presented a cheque for £620.00 to the Mayor, in respect of money raised from the raffle at the Mayor's Civic Ball.

The Mayor had been very active in his charity fund-raising and presented a cheque for £7,327.89 to the Wansbeck Valley Food Bank representative Linda Fugill which represented part of the sum raised during the year. Proceeds from the Mid Northumberland Chorus concert are still outstanding and will be transferred once received.



01/18 Election of Mayor of Morpeth Town for the Year 2017/2018

Proposals for Mayor for the forthcoming year were invited.

Councillor Gebhard was proposed by Councillor R Wearmouth and seconded by Councillor D Bawn. A vote was taken, 14 For, 0 Against, 0 Abstention. Congratulations was extended to Councillor Gebhard.

The Declaration of Office was duly signed, and the Oath of Allegiance was taken, by Councillor Gebhard.

The Mayor announced that his Escort for the year will be Anne Guy and the Mayor's Chaplain will be the Rev. Simon White.

The Mayor gave a speech and announced his chosen charity as Tyneside and Northumberland Mind.

The Mayor observed the tradition of handing around the ceremonial Snuff Box and invited members to partake of the contents.

The Mayor passed around 'Emily's Dish' which was filled with chocolates to share out.

The Mayor presented a bottle of whiskey to the Council which will be held in the Mayors Parlour, donations to his chosen charity are requested.

02/18 Election of Deputy Mayor of Morpeth Town for the Year 2017/2018

The Mayor invited proposals for Deputy Mayor.

Councillor Byard was proposed by Councillor A Tebbutt and seconded by Councillor Best.

A vote was taken: 14 For, 0 Against, 0 Abstention.

Congratulations were extended to Councillor Gebhard.

The Declaration of Office was duly signed, and the Oath of Allegiance was taken, by Councillor Byard.

The Deputy Mayor gave a speech.

03/18 Declarations of Interest

There were no Declarations of Interest on this occasion.

04/18 Public Participation Time

There were no public questions on this occasion.

05/18 Financial Signatories 2018/2019

It was unanimously agreed that the following signatories be authorised to sign cheques on behalf of the Town Council:

RESOLVED

- (i) Bank signatories are Councillors D Bawn, Cassie, A Tebbutt, J Wearmouth and the Town Clerk.

06/18 Membership of Committees

The following councillors were proposed and votes taken.

Finance and General Purposes (F & GP)

Membership of this committee together with the appointment of Chairman and Vice-Chairman was agreed as follows:

Chairman: Councillor: D Bawn
Vice-Chairman: Councillor: A Tebbutt
Members: Councillors N Best, L Cassie, R Hogg, J Parreira, R Thompson, J Wearmouth, R Wearmouth and J Gebhard (Mayor - *ex-officio*)

Planning and Transport (P & T)

Membership of this committee together with the appointment of Chairman and Vice-Chairman was agreed as follows:

Chairman: Councillor: J Wearmouth
Vice-Chairman: Councillor: N Best
Members: Councillors: N Bawn, A Byard, D Herne, K Holmes, J Parreira, A Tebbutt, J Tebbutt and J Gebhard (Mayor - *ex-officio*)

RESOLVED

- (i) The membership of all committees were unanimously agreed.

07/18 Membership of Working Groups

Members were asked to approve the membership of the following working groups:



Northumbria/Britain in Bloom

Chairman: Councillor J Gebhard (Mayor - *ex-officio*)
Members of the Public/Other Orgs: Representatives of the Morpeth and District Chamber of Trade, NCC, Heighley Gate Garden Centre, GMDT, Scouts, Youth Leaders, Millennium Green and other members of the public.

Allotments Liaison Group

Chairman: Councillor N Best
Members: Town Clerk, Cllr A Tebbutt and Representatives of other Organisations

With the amendment, a vote was taken on block for all memberships of Working Groups: 15 For, 0 Against, 0 Abstention.

RESOLVED

- (i) The membership of all committees were agreed.

08/18 Membership of Procedural Committees

Personnel Sub Committee

This Committee, to oversee staffing issues, will meet as and when required.

Mayor of the Town Council, plus the Deputy Mayor and Chairman of Finance and General Purposes.

Appeals Committee

Mayor of the Town Council, plus two councillors to be appointed by the Mayor when required (Stage 1);
Deputy Mayor of the Town Council, plus two councillors to be appointed by the Mayor when required, i.e. if an Appeal is made (Stage 2).

Complaints Committee

Mayor of the Town Council, plus two councillors to be appointed by the Mayor when required (Stage 1);
Deputy Mayor of the Town Council, plus two councillors to be appointed by the Mayor when required, i.e. if an Appeal is made (Stage 2).

Disciplinary Committee

Mayor of the Town Council, plus two councillors to be appointed by the Mayor when required (Stage 1);

Deputy Mayor of the Town Council, plus two councillors to be appointed by the Mayor when required, i.e. If an Appeal is made (Stage 2).

RESOLVED

- (i) The membership of all committees were unanimously agreed.

09/18 Representatives on Outside Bodies

It was proposed and unanimously agreed that the following councillors will represent the Town Council on Outside Bodies during 2018/19.

Organisation	Councillor
NCC Central Area Committee	J Gebhard & A Tebbutt
Town and Parish Liaison	N Best
Greater Morpeth Development Trust (GMDT)	J Parreira
Hunter Memorial Homes	J Wearmouth
Markets Advisory Group	N Best
Mary Hollon Trust	A Byard – Until Sept 2018
Millennium Green	L Cassie
Morpeth and District Chamber of Trade	J Gebhard
Morpeth Heritage Network	A Byard
Northumberland Association of Local Councils	A Tebbutt

10/18 Minutes of the Full Council Meeting held on Wednesday 21st March 2018

The above minutes were approved as a true record.

Any Matters Arising were deferred to the next Full Council meeting to be held on 18th July 2018.

11/18 Meeting Timetable

Members were asked to approve the meeting timetable for 2018/19.

RESOLVED

- (i) Meeting schedule was unanimously approved.

12/18 Items Referred from Other Committees and Working Groups

i. Annual Governance and Accountability Return – 2017/18

The Clerk introduced the Annual Governance and Accountability Return for 2017/18 for approval.

- a. Members were asked to approve the Annual Audit Internal Report which had been considered and recommended by the Finance and General Purposes Committee.

A vote was taken: 15 For, 0 Against and 0 Abstention

- b. Members were asked to approve the Annual Governance Statement which had been considered and recommended by the Finance and General Purposes Committee.

A vote was taken: 15 For, 0 Against and 0 Abstention

- c. Members were asked to approve the Annual Accounting Statements which had been considered and recommended by the Finance and General Purposes Committee.

A vote was taken: 15 For, 0 Against and 0 Abstention

RESOLVED

- (i) To approve the Annual Audit Internal Report
- (ii) To approve the Annual Governance Statement (Section1)
- (iii) To approve the Annual Accounting Statement (Section2)

ii. Future Delivery of Committee Meeting Papers

Members were asked to consider the serving of papers to Councillors electronically.

A vote was taken: 14 For, 1 Against and 0 Abstention

RESOLVED

- (i) To serve meeting papers to Councillors electronically
- (ii) Cllr R Thompson to be served his papers by post

SIGNED: *Jack Gebhard*
DATE: *18/07/2018*
CHAIRMAN/VICE-CHAIRMAN
MORPETH TOWN COUNCIL
STANDING COMMITTEE

The meeting concluded at 7.15pm with Councillors N Best, J Gebhard, D Bawn, N Bawn, A Byard, L Cassie, D Herne, R Hogg, K Holmes, J Parreira, A Tebbutt, J Tebbutt, R Thompson, J Wearmouth, R Wearmouth