

Morpeth Town Council
Minutes of the Finance & General Purposes Committee
Wednesday 9th January 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
 J Gebhard - *ex officio*
 R Hogg
 R Wearmouth

Clerks: Mrs T Bell
 Mrs J Wilson
 Miss K Carter

Absent Councillors: Cllr J Parreira - Business
 Cllr R Thompson - Business
 Cllr J Wearmouth - Illness

1 member of the public was also in attendance.

232/18 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.

233/18 Mayoral Announcements

- The Mayor thanked members who were involved in raising money for his charity over the Christmas period.
- There will be a Burns Night supper on the 28th January 2019 in the Sun Inn, Morpeth. Tickets are on sale for £23.50.
- A buffet to celebrate Chinese New Year take place at Mulan in Morpeth on the 3rd February 2019. Tickets are on sale for £20. Both events will raise money for MIND, the Mayor's chosen charity.

234/18 Declarations of Interest

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

Cllr N Best – Subsidies 2019/20 – (Personal Interest – Representative on markets partnership)

235/18 Public Participation Time

The member of the public addressed the council to ask for the contact details for the Head of Housing at Bernicia.

RESOLVED

- (i) To provide the gentleman with the contact details for the Head of Housing at Bernicia.

236/18 Minutes of the Finance and General Purposes Committee held on 5th December 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.

237/18 Matters Arising

There were no matters arising on this occasion.

238/18 Authorisation of Payments

The payment lists for January 2019 was circulated for consideration.

RESOLVED

- (i) That members agreed the payment list for January 2019, totalling £37,795.90.

239/18 Updates from Working Groups

a. Parish Boundary Working Group

Cllr R Wearmouth provided members with the completed information leaflet for residents of Hebron Parish Council. The leaflets will be distributed to residents of Hebron who will be effected by the proposed boundary change. Cllr Bawn informed members that if they would like to volunteer to help distribute the leaflets to meet at St Andrew’s development site at 10am on Saturday 12th January 2019.

RESOLVED

- (i) Information duly noted.

b. Morpeth Partnership Working Group

The Clerk informed members that the next meeting of this Working Group will take place on Tuesday 15th January 2019.

The group met briefly in December 2018 to discuss how the partnership can improve and move forward in the New Year.

RESOLVED

(i) Information duly noted.

c. Morpeth Forum

The Clerk informed members that the next meeting of the Morpeth Forum will take place on Tuesday 15th January 2019. The next consultation event will be held in February 2019 and focus on an update of the Leisure Centre and Terrace car park.

RESOLVED

(i) Information duly noted.

d. CCTV Working Group

The Clerk informed members that the works to install the new CCTV cameras had not commenced due to a moratorium on highways works over the Christmas period. Approval on the utilisation of lampposts has not yet been received. Agreement has been received for a small mast to be installed at the Leisure Centre to increase the coverage of the whole town.

Cllr Best informed members that the next Chamber of Trade meeting will be taking place on the 21st January 2019 at 6:15pm in the Conservative Club where they will consider a proposal to contribute funding to the project.

RESOLVED

(i) Information duly noted.

240/18

Budget 2019/20

Members were provided with the 2019/20 third draft budget, along with the medium term financial plan.

The Clerk informed members that the new paddling pool liner and refurbishments at Carlisle Park toilets had been included in the budget for 2019/20.

RESOLVED

- (i) Information duly noted.
- (ii) Cllr Bawn proposed recommending a 2% increase on the precept.

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

RECOMMENDATION

- (i) Finance & General Purposes Committee recommend to Full Council that the Precept is increased by 2% for 2019/20.
- (ii) Finance & General Purposes Committee recommend to Full Council the budget for 2019/20.

241/18 Budget Monitoring Statement

Members were provided with the third quarter Budget Statement 2018/19.

Cllr Cassie enquired as to why there was still unspent money in Major Items. The Clerk informed members that several bills had not yet been paid, including the Christmas lights. There is also a contingency fund for repairs and renewals, which is for emergency repairs only.

The Clerk also informed members that there will be an underspend on salaries until the vacancy is filled.

RESOLVED

- (i) Information duly noted.

242/18 Subsidies 2019/20

Members were provided for information with the Annual Review of Morpeth Market 2018/19 in relation to their 2018/19 subsidy.

Members agreed that the report was an accurate reflection of how the subsidy is used.

RESOLVED

- (i) Information duly noted.

Cllr Best declared a personal interest in this matter – see min 234/18

243/18 Local Council Issues

Cllr Tebbutt informed members that he, along with the Deputy Clerk and Office Manager had attended a meeting at County Hall on Monday 7th January 2019 with Paul Johnson to discuss planning issues, the outcome of which will be reported to Planning and Transport on 16th January 2019.

Cllr Tebbutt advised members that the Clerk had circulated a letter to all Councillors regarding the installation of a post office counter at Mace shop on St Mary's Field. He agreed that residents of Morpeth would benefit from another post office, but expressed his concern regarding potential issues of increased traffic.

Cllr Gebhard suggested that the Sun Inn should be approached to ask permission for customers to use their car park.

Cllr Tebbutt will raise the concerns at the next Local Area meeting will be taking place on Monday 14th January 2019. It will also be included on the agenda at the next Planning & Transport committee on the 16th January 2019.

RESOLVED

- (i) Information duly noted.
- (ii) Cllr Tebbutt to raise concerns regarding traffic issues at the new post office at the Local Area meeting.

Cllr Tebbutt declared a personal interest in this matter – see min 234/18

There was no other business to discuss and the meeting concluded at 6:53pm with Councillors D Bawn, A Tebbutt, Best, Cassie, Gebhard, Hogg, and R Wearmouth present.

Morpeth Town Council
Authorisation of Payments - January 2019

Supplier	Cheque No.	Description	Net Amount	VAT	Gross Amount
			£	£	£
Marty's Service Centre	BACS	Keys for bin locks	14.00	2.80	16.80
Thomas Owen	BACS	Bus Station cleaning supplies	214.97	43.00	257.97
Jewson	BACS	Maintenance - Carlisle Park	14.02	2.80	16.82
Jewson	BACS	Maintenance - Seats	54.95	10.99	65.94
Jewson	BACS	Maintenance - Seats	33.38	6.68	40.06
Ken Denholm	BACS	Civic Duties - Remembrance	70.00	0.00	70.00
Dee Smith	BACS	Expenses	15.75	0.00	15.75
Spotty Dog Signs and Print Ltd	BACS	Signs - Middle Greens Allotments	169.00	33.80	202.80
Jewson	BACS	Maintenance - Bins	5.64	1.13	6.77
Jewson	BACS	Maintenance - Carlisle Park toilets	24.22	4.84	29.06
Northumberland Cleaning Co.	BACS	SPCC Nov 18 Contractor Claim	454.75	0.00	454.75
Northumberland Cleaning Co.	BACS	SJCC & Terrace toilets Nov 18 Contractor Claim	833.00	0.00	833.00
Gustharts Ltd	BACS	General Maintenance	21.01	3.96	24.97
ABS Business Supplies Limited	BACS	Stationery	66.80	13.36	80.16
Morpeth Rotary Club	BACS	Small Grant	500.00	0.00	500.00
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Blok n Mesh	BACS	Pool Maintenance	161.00	32.20	193.20
Jewson	BACS	Allotment Maintenance	6.62	1.32	7.94
Jewson	BACS	Allotment Maintenance	80.61	16.12	96.73
Angela Cole	BACS	Travel expenses - Wedding Fair	2.25	0.00	2.25
Dee Smith	BACS	Travel expenses - Mayors Ball and SLCC AGM	58.95	0.00	58.95
Jewson	BACS	General Maintenance	98.33	19.67	118.00
Los Capitanes	BACS	Entertainment Mayors Ball	450.00	0.00	450.00
J C Catering	BACS	Catering for ther Mayors Ball Dec 2018	1,496.00	0.00	1,496.00
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F H Hardy	BACS	Wreath - Womens Vote service SPCC	20.83	4.17	25.00
Clear Channel	BACS	Bus Shelter Maintenance	135.10	27.02	162.12
ABS Business Supplies Ltd	BACS	Office Stationery	18.90	3.78	22.68
SSE SWALEC	BACS	Electric Supplied SJCC	49.68	2.48	52.16
EMX Dynamics Ltd	BACS	Reception display screen	2,170.63	434.13	2,604.76
Morpeth Rotary Club	BACS	Small Grant	500.00	0.00	500.00
Sanderson Arcade	BACS	Cleaning Contract Jan - Mar 19	4,076.04	815.21	4,891.25
ABS Business Supplies Ltd	BACS	Cleaning Goods	22.00	4.40	26.40
NCC	BACS	IT Services 1/4/18 - 31/3/19	4,606.25	921.25	5,527.50
NCC	BACS	Grass cutting In Bloom	12,794.19	2,558.84	15,353.03
Jewson	BACS	Maintenance pool and benches	31.61	6.32	37.93
			29,270.48	4,970.27	34,240.75

Direct Debits Paid December 2018

Gaffey	DD	Hyprolyser Rental Fee Dec18	295.00	59.00	354.00
Team Valley Web Design	"	Website Hosting Dec 18	41.67	8.33	50.00
Wave	"	Paddling Pool & Carlise Park 15/8-14/11/18	169.20	0.00	169.20
Wave	"	SPCC Water 15/8-14/11/18	42.66	0.00	42.66
Wave	"	SJCC Water 15/8-14/11/18	122.64	0.00	122.64
Wave	"	St Mary's Allotment Water 15/8-14/11/18	12.56	0.00	12.56
ICO	"	Data Protection Fee x 5 Councillors	175.00	0.00	175.00
EE & T-Mobile	"	MTC Office Mobiles	47.82	9.56	57.38
Pitney Bowes	"	Franking Machine Lease Quarterly from 9/12/18	73.44	14.69	88.13
Wave	"	Duncan Gardens Allotments Water 15/8-14/11/18	18.71	0.00	18.71
Bankline	"	Online Banking Charges	34.10	0.00	34.10
Gazprom	"	SPCC Gas 1-29/11/18	333.38	66.68	400.06
Gazprom	"	SJCC Gas 1-29/11/18	175.86	8.79	184.65
Pitney Bowes	"	Franking Machine Top Up	213.47	1.00	214.47
Worldpay	"	Transaction Charges Nov 18	15.32	0.06	15.38
Wave	"	Wellwood Gardens Allotment Water 15/8-14/11/18	15.02	0.00	15.02
Worldpay	"	Subscription Fees Dec 18	7.50	1.50	9.00
Corona Energy	"	SPCC Electricity 1-30/11/18	24.44	1.22	25.66
Sub Total Direct Debit Payments			1,817.79	170.83	1,988.62

Morpeth Town Council
Authorisation of Payments - January 2019

Supplier	Cheque No.	Description	Net Amount £	VAT £	Gross Amount £
Petty Cash December 2018					
Iceland	4769	Corporate Refreshments	3.33	0.67	4.00
Shoecare	"	Keys for Carlisle Park Disabled Toilets	8.33	1.67	10.00
Scout Post	"	Mayors Christmas Cards	27.25	0.00	27.25
Post Office	"	Mayors Christmas Cards	4.47	0.00	4.47
Home Bargains	"	MTC Cleaning Supplies	3.74	0.75	4.49
Yorkshire Trading Co	"	SJCC Kitchen Equipment	20.04	4.01	24.05
Yorkshire Trading Co	"	SJCC & SPCC Smoke Detectors	8.32	1.67	9.99
Sub Total Petty Cash Payments			75.48	8.77	84.25
Credit Card November 2018					
Amazon	DD	Office Equipment	14.48	0.00	14.48
Poppy Appeal	"	MTC Wreath	17.00	0.00	17.00
Northumbrian Bearing	"	Playground repairs	219.00	43.80	262.80
Asda	"	Remembrance Sunday and Civic Ball	477.68	83.96	561.64
Morrison	"	Remembrance Sunday	84.00	0.00	84.00
Event Bright	"	Finance Training	10.00	0.00	10.00
Morrison	"	In Bloom Thank You	20.00	0.00	20.00
Home Bargains	"	Kitchen Equipment	18.63	3.73	22.36
Morrison	"	Christmas Lights Switch On	93.46	0.00	93.46
TV Licensing	"	Town Hall TV License	150.50	0.00	150.50
Dobbies Garden Centre	"	Garden Competition Prize	120.00	0.00	120.00
Morrison	"	In Bloom Thank You	27.95	0.00	27.95
Morrison	"	In Bloom Thank You	13.53	0.00	13.53
Greggs	"	In Bloom Thank You	25.40	0.00	25.40
Amazon	"	Office Equipment	24.99	0.00	24.99
Abalone Graphics	"	Name Badges	14.31	2.86	17.17
Ikea	"	Kitchen Equipment	14.17	2.83	17.00
Sub Total Credit Card Payments			1,345.10	137.18	1,482.28
Total Payments F&GP Committee 9th January 2019			32,508.85	5,287.05	37,795.90