

**Morpeth Town Council**  
**Minutes of the Full Council Committee Meeting**  
**Wednesday 18<sup>th</sup> March 2020**  
**at 6:30pm in the Corn Exchange of Morpeth Town Council**

<b><u>Present:</u></b>	<b>Councillors:</b> A Byard	- Mayor
	D Bawn	
	N Bawn	
	N Best	
	L Cassie	
	J Gebhard	
	D Herne	
	R Hogg	
	J Parreira	
	A Tebbutt	
	R Thompson	
	J Wearmouth	
	R Wearmouth	
	<b>Clerks:</b> Mrs T Bell	- Town Clerk
	Miss K Carter	- Democratic Services Assistant
	Miss C Rowell	- Administrative Assistant
<b>Absent Councillors:</b>	Councillor J Tebbutt	- Personal
	Councillor K Holmes	- No apologies received

**Open Session**

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

**279/19**      **Mayoral Announcements**

- The Lions' Swimathon took place on Saturday 7<sup>th</sup> March 2020. The Mayor took part and thanked everyone for the sponsorship which will go towards her Mayor's charity.
- The Royal Fusiliers concert took place at Kind Edwards VI High School on Saturday 14<sup>th</sup> March 2020 at 6pm. The TA band and KEVI Steelpan band performed. £400 was raised for the Mayor's charity. The Mayor thanked Cllr Thompson for his sponsorship of the event.
- The meal at Lollo Rosso due to take place on Sunday 5<sup>th</sup> April 2020 has now been cancelled due to the COVID-19 outbreak.
- The Easter Oranges annual event which was due to take place at Carlisle Park, Morpeth on Monday 13<sup>th</sup> April 2020 at 11am has now been cancelled due to the COVID-19 outbreak.

- The VE Day celebration due to take place on Saturday 9<sup>th</sup> May 2020 in the Town Hall has been postponed until further notice. It is likely that the event due to take place on Friday 8<sup>th</sup> May 2020 will be postponed as well, but this is at the discretion of the Morpeth Floral Clock Group.

**280/19**      **Mayoral Diary**

Members were provided with the schedule of events to be attended by the Mayor/Deputy Mayor from March to May 2020.

**RESOLVED**

- (i) Information duly noted.

**281/19**      **Declarations of Interest**

The Chairman received no declarations of interest on this occasion:

**282/19**      **Minutes of the Meeting of the Council held on Wednesday 22<sup>nd</sup> January 2020**

The minutes of the above meeting were approved as a true record, with a small correction on page 5 to amended 5:56pm to 6:56pm.

**RESOLVED**

- (i) Information duly noted.
- (ii) That the Minutes of 22<sup>nd</sup> January 2020, a copy of which had been previously printed and circulated to each Member, be approved, and signed as a correct record by the Chairman.

**283/19**      **Matters Arising from Full Council Committee Meeting on 22<sup>nd</sup> January 2020**

There were no matters arising on this occasion.

**284/19**      **Items Referred from Other Committees and Working Groups**

**Finance & General Purposes**

**i. Final Accounts – Year End Procedures**

Members were asked to approve the following documents as adopted by the Finance and General Purposes Committee:

- (a) Internal Audit Policy and Risk Assessments

A vote was taken: 13 For, 0 Against and 0 Abstention

(b) Annual Treasury Management Policy – 2021/22

A vote was taken: 13 For, 0 Against and 0 Abstention

**RESOLVED**

- (i) To approve the Internal Audit Policy and Risk Assessment
- (ii) To approve the Annual Treasury Management Policy – 2021/22

**ii. Policies**

Members were asked to approve the following policies as adopted by the Finance and General Purposes Committee:

(a) Safeguarding Policy

A vote was taken: 13 For, 0 Against and 0 Abstention

(b) Volunteering Policy

A vote was taken: 13 For, 0 Against and 0 Abstention

**RESOLVED**

- (i) To adopt the Safeguarding Policy.
- (ii) To adopt the Volunteering Policy.

**285/19 Update on Community Asset Transfer Process**

Members were asked to approve the report recommendations.

Cllr D Bawn advised members that the Town Council now owns the Community Centres and the Bowling Pavilion. He also advised that the project now needs to be project managed by a specialist company who have experience and recommended that the contract be awarded to Crawford Higgins.

Cllr R Wearmouth informed members that Crawford Higgins are a trusted contractor that have been used by Northumberland County Council (NCC) many times. This meant that they had the familiarity and specialist knowledge of the buildings in question. Crawford Higgins have also been able to demonstrate good value for money while working on projects for NCC.

A vote was taken: 13 For, 0 Against and 0 Abstention

**RESOLVED**

- (i) Information duly noted.
- (ii) To award the contract of project managing the building works to Crawford Higgins.

**286/19**      **COVID-19 Emergency Arrangements Protocol**

Members were asked to approve the COVID-19 Emergency Arrangements protocol.

A vote was taken: 13 For, 0 Against and 0 Abstention

The Clerk advised the Community Centres and Terrace car park toilets would be closed for the foreseeable future. The Town Hall will remain open for registrars' appointments.

Cllr Byard suggested that Councillors minimise physical contact with the office to decrease the risk of spreading the virus.

Cllr Cassie suggested all public events in the near future, including the Easter Oranges event and the Annual Assembly be cancelled as government have advised against public gatherings. Members agreed with this suggestion.

A discussion took place regarding future meetings. It was agreed that this would be monitored and official guidelines followed.

The Clerk advised members that the accounts and AGAR would need to be approved, but that the audit period may be pushed back to 30<sup>th</sup> September 2020 however, no formal confirmation has been received to date.

Cllr Best advised members that planning permissions may be relaxed during this time and that this should be monitored.

**RESOLVED**

- (i) Information duly noted.
- (ii) To adopt the COVID-19 Emergency Arrangements Protocol.

**287/19**      **Representatives on Outside Bodies**

Members were provided for information with the Outside Organisation reports.

**RESOLVED**

- (i) Information duly noted.

**288/19**      **Strategic County Councillor Updates**

Members were provided for information with the County Councillor updates.

**RESOLVED**

- (i) Information duly noted.

Cllr D Bawn left the meeting at 7:21pm, returning at 7:24pm.

**289/19**     **Local Council Issues**

There were no issues raised on this occasion.

**RESOLVED**

(i) Information duly noted.

The meeting concluded at 7:25pm with Councillors A Byard, D Bawn, N Bawn, N Best, L Cassie, J Gerbhard, D Herne, R Hogg, J Parreira, A Tebbutt, R Thompson, J Wearmouth and R Wearmouth.