

## **MORPETH TOWN COUNCIL**

### **Minutes of the Annual Meeting & Mayor Making Ceremony of the Town Council held on Wednesday 15<sup>th</sup> May 2019 in the Ballroom of the Town Hall, Morpeth**

#### **Present:**

**Councillors:**        **J Gebhard - Mayor**  
D Bawn  
N Bawn  
N Best  
A Byard  
L Cassie  
D Herne (arriving at 6:07pm)  
R Hogg  
K Holmes  
J Parreira  
A Tebbutt  
J Tebbutt  
R Thompson  
J Wearmouth  
R Wearmouth

**Clerks:**            Mrs T Bell  
Mrs J Wilson  
Miss K Carter

Invited guests, the Mace Bearer (Mr Ken Denholm) and Stuart Todd 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 Alison Byard for his support throughout the year.

The Mayor had been very active in his charity fund-raising and presented a cheque for £15,000 to the Tyneside and Northumberland Mind representative.

#### **01/19 Election of Mayor of Morpeth Town for the Year 2019/2020**

Proposals for Mayor for the forthcoming year were invited.

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

A vote was taken, 14 For, 0 Against, 0 Abstention. Congratulations was extended to Councillor Byard.

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

The Mayor announced that her Escort for the year will be Steve Byard and the Mayor's Chaplain will be the Rev. Marian Bell.

The Mayor gave a speech and announced her chosen charity as Northumbria Blood Bikes.

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.

### **02/19 Election of Deputy Mayor of Morpeth Town for the Year 2019/2020**

The Mayor invited proposals for Deputy Mayor.

Councillor D Bawn was proposed by Councillor R Wearmouth and seconded by Councillor J Wearmouth.

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

Congratulations were extended to Councillor D Bawn.

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

The Deputy Mayor gave a speech.

### **03/19 Declarations of Interest**

There were no Declarations of Interest on this occasion.

### **04/19 Public Participation Time**

There were no public questions on this occasion.

### **05/19 Membership of Committees**

The following councillors were proposed and votes taken.

#### **Finance and General Purposes**

**Chair:** Councillor D Bawn

**Vice-Chair:** Councillor A Tebbutt

**Members:** Councillors: Best, Cassie, Herne, Holmes, Hogg, Thompson, R Wearmouth & Mayor (*ex-officio*)

#### **Planning and Transport**

**Chair:** Councillor N Best  
**Vice-Chair:** Councillor J Wearmouth  
**Members:** Councillors: N Bawn, Gebhard, Parreira, A Tebbutt, J Tebbutt, & Mayor (*ex-officio*)

**RESOLVED**

- (i) The membership of all committees, and Chairs and Vice-Chairs were unanimously agreed.

**06/19 Membership of Working Groups**

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

Northumbria/Britain in Bloom

**Chair:** The Mayor (*ex-officio*)  
**Members:** Town Clerk, Past mayor (Presentation purposes only), A Tebbutt and Representatives of other Organisations

Allotments Liaison Group

**Chair:** N Best  
**Members:** Town Clerk, Allotment Officer, A Tebbutt and Representatives of other Organisations

A vote was taken on block for all memberships of Working Groups: 15 For, 0 Against, 0 Abstention.

**RESOLVED**

- (i) The membership of all working groups were agreed.

**07/19 Committee and Working Groups Terms of Reference and Scheme of Delegation**

Member were asked to approve the updated Committee and Working Group Terms of Reference and Scheme of Delegation.

**RESOLVED**

- (i) The Committee and Working Group Terms of Reference and Scheme of Delegation were unanimously approved.

**08/19 Representatives on Outside Bodies**

It was proposed and unanimously agreed that the following councillors will represent the Town Council on Outside Bodies during 2019/20.

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

**09/19 Minutes of the Full Council Meeting held on Wednesday 20<sup>th</sup> March 2019**

Members were asked to approve the above minutes.

**RESOLVED**

- (i) The above minutes of Full Council be approved, and signed as a correct record by the chair.

**10/19 Meeting Timetable**

Members were asked to approve the meeting timetable for 2019/20.

**RESOLVED**

- (i) Meeting schedule was unanimously approved.

**11/19 Items Referred from Other Committees and Working Groups**

**(i) Annual Governance and Accountability Return – 2018/19**

The Clerk introduced the Annual Governance and Accountability Return for 2018/19 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) Working Groups – CCTV Working Group**

Members were asked to consider and approve the signing and sealing of a lease agreement to install CCTV equipment at Sanderson Arcade.

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

**RESOLVED**

- (i) To sign and seal the lease agreement to install CCTV equipment at Sanderson Arcade.

**12/19 Financial Regulations**

Members were asked to consider the Financial Regulations.

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

**RESOLVED**

- (i) To approve the Financial Regulations.

The meeting concluded at 6:43pm with Councillors D Bawn, N Bawn, N Best, A Byard, L Cassie, J Gebhard, D Herne, R Hogg, K Holmes, J Parreira, A Tebbutt, J Tebbutt, R Thompson, J Wearmouth, R Wearmouth.