

**Morpeth Town Council**  
**Minutes of the Finance & General Purposes Committee**  
**Wednesday 4<sup>th</sup> November 2020 at 6:30pm**  
**via Zoom**

**Present:**

**Councillors:** D Bawn (arriving at 6:34pm) - Chairman  
A Tebbutt - Vice Chair  
N Best  
A Byard  
R Hogg  
R Thompson

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

**Absent Councillors:** Cllr L Cassie - Personal  
Cllr K Holmes - Personal  
Cllr R Wearmouth - Business  
Cllr D Herne - No apologies received

Cllr A Tebbutt assumed the Chair in Cllr D Bawn's absence.

**Open Session**

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

**74/20 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.

**75/20 Mayoral Announcements**

- All mayoral activities have been suspended due to the new government restrictions.
- The Mayor will lay a wreath on Remembrance Sunday 8<sup>th</sup> November 2020 to mark the occasion. A pre-recording of the ceremony will be published once the link is available.

**76/20 Declarations of Interest**

The Chairman received no declarations of interest on this occasion.

**77/20 Minutes of the Finance and General Purposes Committee held on 7<sup>th</sup> October 2020**

The minutes of the above meetings were approved as a true record.

Cllr A Tebbutt advised members that he will participate in the Subsidy Working Group to consider subsidy applications in detail before recommendations are presented to this committee.

**RESOLVED**

- (i) That the minutes of the Finance and General Purposes Committee be approved and signed as a correct record by the chair.

**78/20**      **Matters Arising**

There were no matters arising on this occasion.

**RESOLVED**

- (i) Information duly noted.

**79/20**      **Authorisation of Payments**

The payment list for November 2020 was circulated for consideration.

**RESOLVED**

- (i) That members agreed the payment lists for November 2020, totalling £131,109.62.

Cllr D Bawn arrived 6:34pm.

**80/20**      **Update from Working Group**

Members were provided for information with a report.

The Clerk advised that she had attended a virtual Morpeth Forum meeting on Thursday 8<sup>th</sup> October 2020.

She informed members that:

- Work on the 3G pitch at Craik Park has been pushed back to next year due to COVID-19.
- Works on the Police Station will begin soon once utilities are disconnected.
- Refurbishment works at County Hall are nearing completion.
- Construction of the new leisure centre is due to begin on the 16<sup>th</sup> November 2020; the Terrace car park will be closed from 4<sup>th</sup> January 2020.
- There are no opening dates as of yet for the Queen's Head or Jaspers restaurant (formerly RAFA Club).

The next meeting will take place on Thursday 19<sup>th</sup> November 2020.

**RESOLVED**

- (i) Information duly noted.

81/20

### **Update on the Community Asset Transfer Project**

Members were provided for information with a report.

The Clerk advised that the new chairs for St James Community Centre had been delivered to site on Wednesday 4<sup>th</sup> November 2020.

There have been some issues with British Telecom regarding the telephone line to the centre. Cllr Hogg advised that she would discuss the issues outside of the meeting as she could offer assistance.

Training for the AV and other systems will take place over the next couple of weeks. Once this training has been completed, Councillors will be invited to have a look around the new centre.

The Clerk also advised members that she had attended site meeting at the Pavilion on the 4<sup>th</sup> November 2020.

Works are progressing and should be completed by February 2021. The kitchen extension has now been completed and the roof is currently being replaced.

Cllr Best informed members that the photos of the progression of the works at St James community centre and the Pavilion had been well received on social media.

Storey Park community centre is now closed and all bookings have been cancelled due to the COVID-19 lockdown.

Cllr Hogg asked what would happen to Storey Park once St James is opened.

The Clerk advised that community groups have been invited to contact the Council with their Business Plans for the centre. An expression of interest form was advertised on the website, social media and in the Herald asking for interested parties to come forward. The campaign and deadline was extended several times, however, no interested parties came forward.

There were no proposals brought forward for Storey Park, therefore the demolition will take place as soon as possible after the closure.

### **RESOLVED**

- (i) Information duly noted.
- (ii) The office will contact Cllr Hogg to discuss telecom issues.

82/20

### **Budget Statement 2021/22**

Members were provided for information with the second quarter Budget Statement 2020/21.

The Clerk advised members that spend was on track.

Cllr A Tebbutt enquired whether the COVID-19 pandemic had effected the budget.

The Clerk advised that significant revenue had been lost due to cancelled bookings; this was offset by the cancellation of civic events.

**RESOLVED**

- (i) Information duly noted.

**83/20**

**Budget 2021/22**

Members were provided for consideration with the first draft budget for 2021/22.

The Clerk advised that the budget had not yet been fine-tuned and that a more detailed discussion could take place at 2<sup>nd</sup> December 2020 Finance and General Purposes committee, once all of the subsidy applications had been considered.

**RESOLVED**

- (i) Information duly noted.

**84/20**

**Local Council Issues**

Cllr Bawn advised that the pedestrian crossing on Manchester Street has now been restored.

The Clerk advised that the Christmas lights will be silently switched on as the Mistletoe Fair is unable to take place. The Christmas tree will also be installed this weekend.

**RESOLVED**

- (i) Information duly noted.

There was no other business to discuss and the meeting concluded at 6:58pm with Councillors D Bawn, N Best, A Byard, R Hogg, A Tebbutt and R Thompson present.

**Morpeth Town Council**  
**Authorisation of Payments - 4th November 2020**

Date Processed	Supplier	Cheque No.	Description	Net Amount	VAT	Gross Amount
25/09/2020	Jewson	BACS	Play Park Maintenance	9.50	1.90	11.40
25/09/2020	Inside Morpeth	BACS	Inside Morpeth Aug 2020	1,350.00	0.00	1,350.00
28/09/2020	NCC	BACS	Inspection Pavilion	600.00	120.00	720.00
02/10/2020	Annodata	BACS	Printer Contract	36.97	7.39	44.36
07/10/2020	NCC	BACS	Town Hall Rent 1/10/20-31/12/20	3,000.00	0.00	3,000.00
07/10/2020	Jewson	BACS	General Maintenance	6.43	0.00	6.43
07/10/2020	NCS	BACS	Phone Line Rental	82.78	16.56	99.34
07/10/2020	Diamond Clean UK LTD	BACS	Carlisle park and Terrace Toilets contractor	928.00	185.60	1,113.60
08/10/2020	Crawford Higgins	BACS	SJCC Refurbishment	2,390.00	478.00	2,868.00
08/10/2020	Crawford Higgins	BACS	Pavilion Refurbishment	3,957.00	791.40	4,748.40
09/10/2020	Datim	BACS	Pavilion Refurbishment	22,846.84	4,569.37	27,416.21
09/10/2020	Blok 'n' Mesh	BACS	Paddling Pool Fence	18.60	3.72	22.32
09/10/2020	Datim	BACS	SJCC Refurbishment	71,578.24	14,315.65	85,893.89
09/10/2020	Furniture @ Work	BACS	Sample Chair	20.00	4.00	24.00
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28/10/2020	NCC	BACS	Payroll Oct 2020	18,516.03	6.83	18,522.86
28/10/2020	Joanne Wilson	BACS	Travel and Subsistence	53.10	0.00	53.10
28/10/2020	MKM	BACS	Terrace Toilets Maintenance	10.76	2.15	12.91
28/10/2020	Jewson	BACS	Church Walk Play Park Fence	12.00	2.40	14.40
28/10/2020	Inside Morpeth	BACS	Inside Morpeth Oct/Nov 20	1,200.00	0.00	1,200.00
28/10/2020	F H Hardy	BACS	Collingwood Wreath	20.83	4.17	25.00
28/10/2020	Glasdon	BACS	Street Furniture	404.49	80.90	485.39
				<b>106,824.36</b>	<b>20,493.59</b>	<b>127,317.95</b>
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<b>Direct Debits Paid October 2020</b>						
01/10/2020	Gaffey Technical	DD	Hypolyser Rental Fee	306.92	61.38	368.30
01/10/2020	Team Valley Web Design	"	Website Hosting Oct 20	41.67	8.33	50.00
06/10/2020	Anglian Water	"	Middle Greens Allotments 15/06-14/09/20	469.63	0.00	469.63
12/10/2020	EE	"	MTC Office Mobile	61.66	12.33	73.99
14/10/2020	EDF Energy	"	SPCC Elec 03-28/09/20	11.59	0.58	12.17
15/10/2020	Bankline	"	Online Banking Charges	36.00	0.00	36.00
15/10/2020	Anglian Water	"	Paddling Pool 24/03-14/08/20	91.61	0.00	91.61
16/10/2020	Team Valley Web Design	"	Domain Management	20.00	4.00	24.00
19/10/2020	Crown Gas & Power	"	SPCC Gas 31/08-30/09/20	83.08	4.15	87.23
19/10/2020	Crown Gas & Power	"	SJCC 31/08-30/09/20	36.90	1.85	38.75
20/10/2020	Worldpay	"	Transaction Charges Sept 20	29.14	2.83	31.97
20/10/2020	Worldpay	"	Subscription Fee Oct 20	9.95	1.99	11.94
21/10/2020	EDF Energy	"	SJCC Elec 03/09-05/10/20	71.97	3.60	75.57
30/10/2020	Anglian Water	"	SJCC 24/03-14/08/20	22.47	0.00	22.47
30/10/2020	Anglian Water	"	SPCC 24/03-14/08/20	188.00	0.00	188.00
			<b>Sub Total Direct Debit Payments</b>	<b>1,480.59</b>	<b>101.04</b>	<b>1,581.63</b>
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<b>Petty Cash October 2020</b>						
12/10/2020	Yorkshire Trading Co	4797	Office Kitchen Supplies	2.49	0.50	2.99
26/10/2020	CTS Motor Factors	"	Play Equipment Repairs	7.89	1.58	9.47
			<b>Sub Total Petty Cash Payments</b>	<b>10.38</b>	<b>2.08</b>	<b>12.46</b>
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<b>Credit Card September 2020</b>						
02/09/2020	Amazon	CC	Webcam	24.04	4.81	28.85
03/09/2020	B&Q Tradepoint	"	Decorating Equipment	66.83	13.37	80.20
08/09/2020	B&Q	"	Decorating Equipment	10.67	2.13	12.80
09/09/2020	Amazon	"	Webcam Returned	-24.04	-4.81	-28.85
10/09/2020	Screwfix	"	Toilet Seats	84.95	16.99	101.94
11/09/2020	Zoom	"	Subscription	119.90	0.00	119.90
16/09/2020	Amazon	"	Webcams	261.54	0.00	261.54
21/09/2020	Northumbrian Water	"	New Connection Charge SJCC	1,351.00	270.20	1,621.20
				<b>1,894.89</b>	<b>302.69</b>	<b>2,197.58</b>
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<b>Total Payments F&amp;GP Committee November 2020</b>				<b>110,210.22</b>	<b>20,899.40</b>	<b>131,109.62</b>