

Morpeth Town Council
Minutes of the Finance & General Purposes Committee
Wednesday 3rd February 2021 at 6:30pm
via Zoom

Present:

Councillors: D Bawn - Chairman
N Best
A Byard
R Hogg
A Tebbutt
R Wearmouth (arriving at 6:37pm)

Clerks:

Mrs T Bell
Miss K Carter

Absent Councillors:

Cllr L Cassie - Personal
Cllr K Holmes - Personal
Cllr D Herne - No apologies received
Cllr R Thompson - No apologies received

Open Session

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

160/20 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.

161/20 Mayoral Announcements

- All mayoral activities have been suspended due to the new government restrictions.
- A Valentine's Day themed raffle has begun on the Mayor's Facebook page to raise money for his chosen charity. Tickets are £3 each. Members of the public can also submit an original love poem and receive a free ticket.

162/20 Declarations of Interest

The Chairman received no declarations of interest on this occasion.

163/20 **Minutes of the Finance and General Purposes Committee held on 6th January 2021**

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.

164/20 **Matters Arising**

There were no matters arising on this occasion.

RESOLVED

- (i) Information duly noted.

165/20 **Authorisation of Payments**

The payment list for February 2021 was circulated for consideration.

Cllr Byard enquired what the Advertisement Job charge was for.

The Clerk advised that this charge was to advertise the recruitment of a caretaker for the toilets and St James community centre.

RESOLVED

- (i) That members agreed the payment lists for February 2021, totalling £121,056.46.

166/20 **Update on the Community Asset Transfer Project**

Members were provided for information with a report.

The Clerk advised members that there had been a fault with the alarm system at St James, causing it to go off unexpectedly. She has been in touch with the company and they believe that a faulty sensor is responsible, which is being investigated.

The Clerk informed members that she had met with the police on the 15th January 2021 regarding the Pavilion break in over the Christmas period. This will be a regular monthly meeting to establish a close working relationship.

RESOLVED

(i) Information duly noted.

167/20 Budget Monitoring Statement

Members were provided with the third quarter Budget Statement 2020/21.

RESOLVED

(i) Information duly noted.

168/20 Subsidies 2020/21

Members were provided for information documents from the following organisations in relation to their 2020/21 subsidy:

- The Mustard Tree Trust

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

RESOLVED

(i) Information duly noted.

169/20 Final Accounts – Year End Procedures

Members were provided with the following reports for consideration:

- Internal Audit Policy and Risk Assessments
- Annual Treasury Management Policy – 2022/23

Members discussed each document and agreed that no amendments were necessary.

A proposal was made to recommend the reports to Full Council for approval.

A vote was taken: 6 For, 0 Against and 0 Abstention

RESOLVED

(i) Information duly noted.

(ii) To recommend all reports to Full Council on 24th March 2021 for approval.

170/20 **Boundary Review Update**

Members were provided for information with a letter received from the Deputy Chief Executive of Northumberland County Council and the subsequent reply from the Town Clerk.

The Clerk advised that she had received a standard acknowledgement email informing her that she will receive a reply within 28 days. This will be circulated to members once received.

RESOLVED

(i) Information duly noted.

171/20 **Local Council Issues**

Cllr Bawn advised although the river level had been rising due to the weather, the level is constantly monitored by the Environment Agency (EA).

He also informed members that there had been a burst water pipe at the old Goosehill school carpark site which had caused some surface water flooding. This is being fixed by Northumbrian Water.

Cllr Hogg advised members that she had received several emails from concerned members of the public asking why the flood gates had not been closed. She replied explaining that the river is monitored very closely by the EA and that the gates will be closed at the appropriate.

The Clerk advised that relevant flood information had been posted on the Town Council website and Facebook page.

Cllr Byard asked for an update regarding Storey Park community centre.

The Clerk advised that the utilities are in the process of being disconnected and an asbestos survey has been carried out.

Cllr Hogg enquired about the Local Transport Plan (LTP).

Cllr Bawn advised her that the final draft LTP can be found on the Northumberland County Council website and will be discussed at the next Local Area Council on Monday 8th February 2021. The outcome will be circulated to members on the Planning and Transport committee agenda.

RESOLVED

(i) Information duly noted.

There was no other business to discuss and the meeting concluded at 6:50pm with Councillors D Bawn, N Best, A Byard, R Hogg, A Tebbutt and R Wearmouth present.

Morpeth Town Council
Authorisation of Payments - 3rd February 2021

Date Processed	Supplier	Cheque No.	Description	Net Amount	VAT	Gross Amount
15/12/2020	SLCC	BACS	Membership Fees JW	234.00	0.00	234.00
15/12/2020	SLCC	BACS	Membership Fees TB	402.00	0.00	402.00
04/01/2021	Crawford Higgins	BACS	Carlisle Park	3,342.50	668.50	4,011.00
04/01/2021	Crawford Higgins	BACS	SJCC	980.00	196.00	1,176.00
04/01/2021	Jewson	BACS	General	29.69	5.94	35.63
04/01/2021	NE Regional Employers Org	BACS	Advertisement Job	150.00	30.00	180.00
04/01/2021	NCC	BACS	Salaries	15,451.71	4.78	15,456.49
04/01/2021	Datim	BACS	Bowling Pavilion Refurb	52,273.56	10,454.71	62,728.27
08/01/2021	NCS	BACS	Telephone Charges	40.70	8.14	48.84
13/01/2021	LUC	BACS	Conservation Area Review	6,123.94	1,224.79	7,348.73
13/01/2021	NCC	BACS	Town Hall Rent	3,000.00	0.00	3,000.00
13/01/2021	Jewson	BACS	Maintenance	29.64	5.93	35.57
13/01/2021	Morpeth & District Chamber of Trade	BACS	Inside Morpeth Advert	100.00	0.00	100.00
18/01/2021	NACO	BACS	TB Training	50.00	0.00	50.00
18/01/2021	Blok N Mesh	BACS	Pool Maintenance	19.22	3.84	23.06
18/01/2021	Jewson	BACS	General Maintenance	10.27	2.05	12.32
21/01/2021	Datim	BACS	SJCC Refurb	769.96	153.99	923.95
21/01/2021	Clerks & Councils Direct	BACS	Subscription	12.00	0.00	12.00
21/01/2021	North East Fire Safety Services	BACS	SJCC Fire Safety	115.00	23.00	138.00
26/01/2021	NCC	BACS	NEAT Team	23,435.82	0.00	23,435.82
				106,570.01	12,781.67	119,351.68
Direct Debits Paid January 2021						
04/01/2021	Gaffey Technical	DD	Hyprolyser Rental	306.93	61.38	368.31
07/01/2021	Wave	"	Middle Greens Allotment	290.94	0.00	290.94
11/01/2021	EE	"	MTC Mobiles	61.66	12.33	73.99
12/01/2021	Talk Talk	"	SJCC WiFi	20.95	4.19	25.14
15/01/2021	Bankline	"	Online Banking Charges	28.50	0.00	28.50
18/01/2021	Crown Gas & Power	"	SPCC 30/11-31/12/20	82.92	4.15	87.07
18/01/2021	Crown Gas & Power	"	SJCC 30/11-31/12/12	152.07	7.60	159.67
19/01/2021	Worldpay	"	Transaction Charges	29.00	2.80	31.80
20/01/2021	EDF	"	SJCC 08/12/20-4/01/21	43.37	2.17	45.54
20/01/2021	EDF	"	SPCC 28/11/20-04/01/21	10.22	0.51	10.73
21/01/2021	Worldpay	"	Subscription Fee Jan 21	9.95	1.99	11.94
	Sub Total Direct Debit Payments			1,036.51	97.12	1,133.63
Petty Cash January 2021						
25/01/2021	Post Office		Returned goods	4.85	0.00	4.85
	Sub Total Petty Cash Payments			4.85	0.00	4.85
Credit Card December 2020						
30/11/2020	Buzz Catering	CC	Hand Sanitiser	87.26	0.00	87.26
30/11/2020	Adobe Systems	"	Adobe Pro Subs	42.96	0.00	42.96
01/12/2020	Veavor	"	SJCC Storage Trolley	128.99	0.00	128.99
03/12/2020	Amazon	"	SJCC Storage Trolley	17.17	0.00	17.17
03/12/2020	Baby Pages	"	Baby Change Mat	16.62	3.32	19.94
15/12/2020	Charlies Stores	"	Hedge Trimmer	174.99	35.00	209.99
16/12/2020	Valdern Ltd	"	Baby Change Unit	37.49	7.50	44.99
16/12/2020	EE	"	WiFi SJCC	15.00	0.00	15.00
				520.48	45.82	566.30
Total Payments F&G P Committee February 2021				108,131.85	12,924.61	121,056.46