

Morpeth Town Council
Minutes of the Finance & General Purposes Committee
Wednesday 2nd June 2021 at 6:30pm in the Corn Exchange of the Town Hall,
Morpeth

Present:

Councillors: J Crawford - Chair
B Bawn
A Byard
A Cochrane
R Hogg
S Peacock
J Richardson
E Skinner
R Wearmouth

Clerks: Mrs T Bell
Miss K Carter

Absent Councillors: Cllr D Bawn - Holiday

In Cllr D Bawn's absence Cllr Crawford assumed the Chair.

Open Session

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

11/21 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.

12/21 Mayoral Announcements

- The Mayor is in the process of organising more fundraisers.

13/21 Declarations of Interest

The Chairman received no declarations of interest on this occasion.

14/21 Minutes of the Finance and General Purposes Committee held on 14th April 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.

15/21 **Matters Arising**

There were no matters arising on this occasion.

RESOLVED

(i) Information duly noted.

16/21 **Authorisation of Payments**

The payment list for May 2021 was circulated for consideration.

RESOLVED

(i) That members agreed the payment lists for May 2021, totalling £44,252.88.

17/21 **Café Update**

The Clerk informed members that the Pavilion Café opened on the 24th May 2021 with a limited menu for takeaway only, and has proven to be quite popular, especially as the weather has been nice.

Reliable suppliers are currently being sought with small enough vans to be able to drive into Carlisle Park.

The café will open fully on the 21st June 2021, along with the paddling pool, subject to government guidelines not changing.

Cllr Hogg advised that comments had been made on social media regarding the validity of use of the building on the planning application.

The Clerk advised that she had been in touch with the Planning Department at Northumberland County Council (NCC) who confirmed that they are happy that the permissions on the building are correct.

Cllr Hogg also informed members that the menu had come under some criticism on the Facebook group Morpeth Matters.

The Clerk advised that the menu was temporary and that feedback and suggestions are being sought from members of the public.

A discussion took place regarding possible future menus to include seasonal dishes.

Cllr Byard enquired if the Bowling Club members were happy with the renovations.

The Clerk advised that there had been some minor issues concerning restricted access to the Pavilion due to COVID-19 restrictions. This will shortly be resolved once the restrictions are lifted.

RESOLVED

(i) Information duly noted.

18/21 Budget Monitoring Statement

Members were provided for information with the fourth quarter budget statement 2020/21.

Cllr Byard enquired, for the benefit of the new Councillors, why the Administration Income is at 27,465.5%.

The Clerk advised that this was because of the funding received from NCC as part of the Community Asset Transfer.

The Clerk also advised that the expenditure figure is so high because of the money spent on the refurbishments to St James community Centre and the Pavilion.

RESOLVED

(i) Information duly noted.

19/21 Subsidies 2020/21

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

- Morpeth Clock Tower Bell-Ringers' Society
- Barnabas Safe and Sound
- NEFirst Credit Union
- Morpeth and District Red Squirrels
- Northumbrian Citizens Advice Bureau

The Clerk explained that subsidy applications are considered as part of the medium-term strategy budget setting process. Subsidies run for three years and have recently been renewed on 1st April 2021. These reports are to ensure that the applicants have used the subsidy as they had intended in their application.

Cllr Hogg explained that a working group was established to judge the eligibility of each application.

Cllr Cochrane enquired if the payments are at a flat rate.

Cllr Hogg advised that the amount awarded remained the same for the three years.

The Clerk also advised that new subsidies can be considered as part of the annual budget setting process which commences in October.

Members agreed that the reports were an accurate reflection of how the subsidies are used.

RESOLVED

(i) Information duly noted.

20/21 Small Grant Application

Members were asked to consider a Small Grant Application from Morpeth Fair Day.

The Clerk informed members that Fair Day was previously organised by the Chamber of Trade, however, they no longer felt that they could do this. A new group was formed with a separate constitution, who are now seeking funding to be able to put on the event.

Cllr Byard proposed that the application should be supported as it is an annual event in Morpeth that brings in a lot of visitors.

Cllr Hogg agreed that the application should be supported as the event was not able to take place last year due to COVID-19 restrictions.

Cllr Hogg also recommended that Councillors consider volunteering to steward the event.

A vote was taken: 9 For, 0 Against and 0 Abstention

RESOLVED

(i) To award Morpeth Fair Day a Small Grant of £500.

21/21 Local Council Issues

Cllr Byard advised members that she had been shocked to learn that the planning application for Phase 1B St Georges housing estate had been approved with traffic lights instead of a roundabout as previously agreed.

The Clerk advised that more than five years had been spent working with the developer to come to an agreement. The Secretary of State has approved the removal of a small amount of allotment land to make way for the proposed roundabout. The developer then entered a variation application changing the roundabout to traffic lights, which, was then approved by delegated authority by NCC.

Cllr Byard advised that Morpeth Town Council had not even been notified of the variation but had found out via other means.

Cllr Hogg enquired whether the Town Council will still acquire the allotment land at East Riding.

The Clerk advised that if the roundabout had been implemented three allotments at Tommy's Field would have been lost, however, 24 would have been gained at East Riding. As the land at Tommy's Field is no longer needed for a roundabout the Town Council will not be assuming ownership of the allotments at East Riding.

Cllr D Bawn is currently awaiting clarification from the Director of Planning on how this decision was taken without committee involvement.

Cllr Hogg proposed that the Town Council formally oppose this variation of the application

RESOLVED

- (i) Information duly noted.
- (ii) To discuss the planning application at the next Planning and Transport committee on the 9th June 2021.

There was no other business to discuss and the meeting concluded at 7:37pm with Councillors B Bawn, A Byard, A Cochrane, J Crawford, R Hogg, S Peacock, J Richarson, E Skinner and R Wearmouth present.

Appendix B

Morpeth Town Council
Authorisation of Payments - May 2021

Date Processed	Supplier	Cheque No.	Description	Net Amount	VAT	Gross Amount
16th April 2021	Contact Mental Health	BACS	2021/22 subsidy	5,000.00	0.00	5,000.00
16th April 2021	Ellington Colliery Band	BACS	2021/22 subsidy	1,000.00	0.00	1,000.00
16th April 2021	Millenium Green Trust	BACS	2021/22 subsidy	1,000.00	0.00	1,000.00
16th April 2021	Northumberland Domestic Abuse Services	BACS	2021/22 subsidy	2250.00	0.00	2,250.00
16th April 2021	Wansbeck Valley Food Bank	BACS	2021/22 subsidy	3000.00	0.00	3,000.00
16th April 2021	Morpeth Pipe Band Retainer	BACS	2021/22 annual payment	1380.00	0.00	1,380.00
20th April 2021	Inside Magazines	BACS	Town Cryer	1,200.00	0.00	1,200.00
22nd April 2021	Jewson	BACS	General	19.48	3.90	23.38
22nd April 2021	Jewson	BACS	General	28.05	5.61	33.66
26th April 2021	Rialtas Busines Solutions	BACS	Software	296.00	59.20	355.20
26th April 2021	Rialtas Busines Solutions	BACS	Software	959.00	191.80	1,150.80
26th April 2021	NCC	BACS	Town Hall Rent April to June	3,000.00	0.00	3,000.00
26th April 2021	Pegswood Accountancy	BACS	Audit Fees	203.60	40.72	244.32
26th April 2021	Tyne & Wear Pension Fund	BACS	Recharge Element	26.20	0.00	26.20
26th April 2021	Amberol	BACS	Planters	3,861.75	772.35	4,634.10
28th April 2021	Tracey Bell	BACS	Expenses	108.00	0.00	108.00
28th April 2021	NCC	BACS	Payroll Fee	15,556.65	3.42	15,560.07
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30th April 2021	Annodata	BACS	Photocopier	30.82	6.16	36.98
30th April 2021	Jewson	BACS	Bowling Green	33.36	6.67	40.03
30th April 2021	Jewson	BACS	Bowling Green	25.37	5.07	30.44
30th April 2021	Jewson	BACS	Bowling Green	29.09	5.82	34.91
30th April 2021	Jewson	BACS	Bowling Green	41.93	8.39	50.32
30th April 2021	Jewson	BACS	Bowling Green	210.92	42.18	253.10
4th May 2021	Jewson	BACS	Bowling Green	10.95	2.19	13.14
4th May 2021	Jewson	BACS	Bowling Green	18.81	3.76	22.57
4th May 2021	Jewson	BACS	Bowling Green	18.80	3.76	22.56
4th May 2021	Jewson	BACS	General	43.38	8.68	52.06
10th May 2021	Jewson	BACS	Bowling Green	9.08	1.82	10.90
10th May 2021	Jewson	BACS	Bowling Green	6.80	1.36	8.16
10th May 2021	Jewson	BACS	Toilet Carlisle Park	30.68	6.14	36.82
12th May 2021	Jewson	BACS	Toilet Carlisle Park	6.53	1.31	7.84
				<u>39,405.25</u>	<u>1,180.31</u>	<u>40,585.56</u>
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	Direct Debits April 2021					
01/04/2021	Gaffey	DD	Hypolyser Rental Fee	306.92	61.38	368.30
09/04/2021	Crown Gas and Power	"	SPCC Gas 28/2-11/3/21	19.04	0.95	19.99
12/04/2021	EE	"	MTC Office mobile	72.83	14.57	87.40
14/04/2021	Talk Talk	"	SJCC Wi Fi	20.45	4.09	24.54
15/04/2021	Bankline	"	Online Banking Charges	27.70	0.00	27.70
19/04/2021	Crown Gas and Power	"	SJCC Gas 28/2-31/3/21	53.97	2.70	56.67
19/04/2021	EDF	"	SPCC Electric	12.38	0.62	13.00
20/04/2021	Worldpay	"	Transaction charges March	29.05	2.81	31.86
20/04/2021	Worldpay	"	Subscription Fees April 21	9.95	1.99	11.94
28/04/2021	Siemens	"	Photocopier Lease	52.50	10.50	63.00
29/04/2021	EDF	"	SJCC 9/3-13/4/21	35.40	1.77	37.17
30/04/2021	NCS	"	Telephone Charges	37.21	7.44	44.65
30/04/2021	Natwest	"	Bank Charges	10.32	0.00	10.32
	Total			<u>687.72</u>	<u>108.82</u>	<u>796.54</u>
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	Petty Cash April 2021					
09/04/2021	Home Bargains	4804	Cleaning Supplies	14.50	2.91	17.41
13/04/2021	Morrisons	"	SJCC Kettle	12.50	2.50	15.00
15/04/2021	Yorkshire Trading	"	Pest Control	7.07	1.41	8.48
15/04/2021	PC & Phones World	"	Ipad Repairs	25.00	0.00	25.00
21/04/2021	Yorkshire Trading	"	Maintenance Supplies	2.98	0.60	3.58
26/04/2021	Tool Station	"	Allotment Maintenance	13.26	2.67	15.93
27/04/2021	Maxhire	"	Gas Bottle Refill	37.55	1.88	39.43
28/04/2021	B&M	"	SJCC Maintenance	5.83	1.17	7.00
26/04/2021	Tool Station	"	Allotment Maintenane	5.62	1.13	6.75
	Total			<u>124.31</u>	<u>14.27</u>	<u>138.58</u>

Credit Card April 2021						
30/03/2021	Adobe	DD	Adobe Acrobat Pro	42.96	0.00	42.96
07/04/2021	HBI Commerce Ltd	"	Shed for Bowling Green	354.99	71.00	425.99
08/04/2021	Buzz Catering	"	Water Boiler for SJCC	485.00	97.00	582.00
13/04/2021	Mill Sales Direct	"	Toilet Roll Dispensers	119.50	23.90	143.40
13/04/2021	Buzz Catering	"	Toilet Rolls	74.14	14.83	88.97
14/04/2021	Amazon	"	Stationery	7.45	1.49	8.94
22/04/2021	WP-SBE Ltd	"	Phone Repairs	100.10	0.00	100.10
26/04/2021	Ikea	"	Pavilion Café Supplies	454.58	90.92	545.50
27/04/2021	Amazon	"	Paint Sprayer	41.66	8.33	49.99
28/04/2021	ALG ID	"	Magicard Printer	526.88	105.38	632.26
28/04/2021	Amazon	"	Hoover Tool Kit SJCC	13.99	2.80	16.79
28/04/2021	Lanyards Tomorrow	"	Lanyard and ID Holders	50.25	10.05	60.30
28/04/2021	Natwest	"	Credit Card Fee	35.00	0.00	35.00
	Total			<u>2306.50</u>	<u>425.70</u>	<u>2732.20</u>
	Total Payments F&GP Committee 2nd June 2021			42,523.78	1,729.10	44,252.88