

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

Present:

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

Clerks: Mrs T Bell
Miss K Carter

Absent Councillors: R Wearmouth - Business

Open Session

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

91/21 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.

92/21 Mayoral Announcements

- The Mayor's Ball will take place on Saturday 4th December 2021.
- The Mayor has commissioned some ties and scarfs in Morpeth Town colours, including the Town Crest, in aid of his chosen charity, contact Mental Health. These are available for purchase at £30 each.
- A charity Gin Tasting event will take place on Saturday 16th October 2021 7:30pm at Morpeth Conservative Club. Tickets are £20 each, including buffet supper.
- A Mayor's Quiz Night will take place on Thursday 28th October 2021, at Harry's Coffee Bar. Proceeds to go to the Mayor's charity.
- There will be a curry night at the Tandoor Mahal on Tuesday 9th November 2021 to celebrate 42 years of business.
- Cllr Byard is organising heritage walks through St Mary's Church cemetery on Saturday 30th and Sunday 31st October 2021 2-3pm and 4-5pm, to raise money for the Mayor's charity.

- The Mayor attended a Classic Car show at the St Mary's Inn on Saturday 25th September 2021. £1,632.50 was raised for the Mayor's charity.
- Local business, Cheffed Up, have generously donated £1,000 to the Mayor's charity.

93/21 Declarations of Interest

The Chairman received no declarations of interest on this occasion.

94/21 Minutes of the Finance and General Purposes Committee held on 1st September 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.

95/21 Authorisation of Payments

An amended payment list for September 2021 was circulated for consideration.

RESOLVED

- (i) That members agreed the amended payment lists for September 2021, totalling £115,019.00.

96/21 Café Update

Members were provided with an update.

Cllr D Bawn requested to see a profit and loss report for the café.

The Clerk agreed to bring this to the next Finance and General Purposes meeting.

The Clerk advised members that opening hours at the café may be reduced during the colder months as the café is likely to be less busy. More home cooked food items are being added to elevate and refine the menu.

Cllr Hogg enquired if the community space for hire has been advertised.

The Clerk informed her that there will be an article in the next Inside Morpeth magazine to further advertise the space for hire.

The Clerk advised members that the Town Council is starting to look at hosting events at the Pavilion and MUGA. A sports camp is being hosted at the MUGA during the October half term for children aged 8-13.

Cllr Skinner enquired if more locally sourced products could be sold at the café.

The Clerk advised that access is difficult and vans struggle to gain entry to the Pavilion through Carlisle Park, this impacts on which suppliers deliver.

Cllr Hogg advised that as there will be a silent Christmas light switch on again this year, Councillors should form a working group to look to organise a Christmas event in the town.

Members agreed that Cllr Hogg chair the working group.

Cllr Cochrane advised that Morrisons is keen to be involved in events in Morpeth.

RESOLVED

- (i) Information duly noted.
- (ii) The Clerk to bring a profit and loss report to the next Finance and General Purposes meeting.
- (iii) A Christmas events working group to be formed, chaired by Cllr Hogg.

97/21 Budget 2022/23

Members were asked to consider any future growth items they wish to be considered as part of the budget setting process for 2022/23.

The Clerk advised members that a new piece of play equipment is needed at Carlisle Park play area.

Cllr Byard enquired if any improvements could be made to the skate park.

The Clerk informed her that she is waiting on a response from Barnabas on the consultation that they were undertaking with the users.

Cllr Crawford suggested that the Town Council take part in the Queen's Platinum Jubilee Green Canopy celebration by planting some trees in Morpeth.

RESOLVED

- (i) Information duly noted.

98/21 Local Council Issues

There were no issues on this occasion.

There was no other business to discuss and the meeting concluded at 7:03pm with Councillors D Bawn, B Bawn, A Byard, A Cochrane, J Crawford, R Hogg, S Peacock, J Richardson and E Skinner present.

Morpeth Town Council
Authorisation of Payments - September 2021

Date Processed	Supplier	Cheque No.	Description	Net Amount	VAT	Gross Amount
18/8/2021	CLUMSY GOAT	BACS	PAVILION SUPPLIES	191.04	0.00	191.04
18/8/2021	NISBETS	BACS	CLEANING	15.97	3.19	19.16
18/8/2021	NISBETS	BACS	CLEANING	54.94	10.98	65.92
18/8/2021	NISBETS	BACS	CLEANING	3.14	0.62	3.76
18/8/2021	NISBETS	BACS	CLEANING	3.59	0.71	4.30
23/8/2021	JEWSON	BACS	PAVILION	17.29	3.46	20.75
09/01/2021	NISBETS	BACS	TOILETS	50.75	10.15	60.90
09/01/2021	NISBETS	BACS	CLEANING	10.24	2.04	12.28
09/01/2021	NISBETS	BACS	CLEANING	5.12	1.02	6.14
09/01/2021	CLUMSY GOAT	BACS	PAVILION SUPPLIES	191.04	0.00	191.04
09/01/2021	NISBETS	BACS	CLEANING	3.99	0.79	4.78
09/03/2021	MORPETH CLEANING SERVICES	BACS	WINDOW CLEANING	60.00	0.00	60.00
09/07/2021	PKF	BACS	AUDIT FEES	2,000.00	400.00	2,400.00
09/10/2021	MKM	BACS	PLANTERS	41.25	8.25	49.50
09/10/2021	KINGFISHER ENVIRONMENTAL	BACS	POOL	59.28	11.86	71.14
09/10/2021	JEWSON	BACS	PAVILION SUPPLIES	13.45	2.69	16.14
15/9/2021	DATIM	BACS	PAVILION	28,082.57	5,616.51	33,699.08
15/9/2021	S FINNERAN	BACS	SJCC HEATING	85.00	17.00	102.00
15/9/2021	ORIGIN	BACS	BOWLING GREENS	648.17	95.24	743.41
15/09/2021	BLACHERE ILLUMINATION	BACS	CHRISTMAS LIGHTS	16,038.50	3,207.70	19,246.20
15/09/2021	TRACEY BELL	BACS	EXPENSES	67.30	0.00	67.30
17/9/21	TURFCARE	BACS	BOWLING GREENS	2,745.00	549.00	3,294.00
17/9/21	THE NATIONAL ALLOTMENT SOCIE'	BACS	MEMBERSHIP RENEWAL	55.00	11.00	66.00
20/09/2021	NCC	BACS	SALARIES	22,453.93	10.25	22,464.18
21/09/2021	NCC	BACS	SALARIES	25,332.17	12.98	25,345.15
21/09/2021	TYNE & WEAR PENSION FUND	BACS	PENSION	26.33	0.00	26.33
21/09/2021	TYNE & WEAR PENSION FUND	BACS	PENSION	26.33	0.00	26.33
21/09/2021	TYNE & WEAR PENSION FUND	BACS	PENSION	26.33	0.00	26.33
21/09/2021	NISBETS	BACS	CAFE CLEANING	64.20	12.84	77.04
22/9/2021	JEWSON	BACS	GENERAL	9.42	1.88	11.30
				98,381.34	9,990.16	108,371.50

Petty Cash September 2021

2.9.21	Home Bargains	4812	Pavilion Cleaning	2.47	0.50	2.97
6.9.21	Home Bargains	" "	Pavilion Supplies	4.13	0.41	4.54
7.9.21	ASDA	" "	Pavilion Opening Event	12.50	2.50	15.00
10.9.21	Home Bargains	" "	Cleaning Supplies	14.18	2.48	16.66
13.9.21	Yorkshire Trading Co	" "	Office Maintenance	1.66	0.33	1.99
31.8.21	Lidl	" "	Pavilion Food Supplies	9.08	0.00	9.08
31.8.21	Bodycare	" "	Pavilion Supplies PPE	4.60	0.92	5.52
17.9.21	Morrisons	" "	Pavilion Food Supplies	6.50	0.00	6.50
6.9.21	Lidl	" "	Pavilion Food Supplies	12.37	0.45	12.82
6.9.21	Morrisons	" "	Pavilion Food Supplies	0.83	0.17	1.00
7.9.21	Home Bargains	" "	Pavilion Food Supplies	1.49	0.00	1.49
19.9.21	Morrisons	" "	Cleaning Supplies	3.00	0.00	3.00
20.9.21	Home Bargains	" "	Pavilion & Cleaning Supplies	8.41	1.68	10.09
21.9.21	Iceland	" "	Office Maintenance	1.66	0.34	2.00
28.9.21	ASDA	" "	Pavilion Cleaning	11.95	2.39	14.34
28.9.21	Iceland	" "	Pavilion Food Supplies	1.57	0.32	1.89
29.9.21	Home Bargains	" "	Office Maintenance	8.11	1.62	9.73
	Total			104.51	14.11	118.62

Direct Debits August 2021

08/02/2021	Gaffey	DD	Hypolyser Rental Fee	306.92	61.38	368.30
08/10/2021	EE	"	MTC Office Mobile	84.83	16.97	101.80
08/12/2021	Talk Talk	"	SJCC Wifi	26.72	5.34	32.06
16/08/2021	Bankline	"	Bank Charges	26.90	0.00	26.90
16/08/2021	Booker	"	Cafe Food Orders	3,797.08	229.40	4,026.48
16/08/2021	NCC	"	SPCC	85.00	0.00	85.00
17/08/2021	EDF	"	SPCC Standing Charge	12.38	0.62	13.00
19/08/2021	Worldpay	"	Transaction Charges July 21	29.23	2.85	32.08
19/08/2021	Crown Gas & Power	"	SJCC 30/06/21-31/07/21	41.13	2.06	43.19
20/08/2021	Tower Leasing	"	Coffee Machine Lease	176.29	35.26	211.55
23/08/2021	Worldpay	"	Subscription Fee Aug 21	9.95	1.99	11.94
31/08/2021	Siemens	"	Photocopier Lease	52.50	10.50	63.00
31/08/2021	NCS	"	MTC Telephone Charges	40.26	8.05	48.31
	Total			4,689.19	374.42	5,063.61

Credit Card August 2021						
29/07/2021	AMAZON	CC	CAFE SUPPLIES	16.66	3.33	19.99
30/07/2021	ADOBE	"	ACROBAT PRO SUBSCRIPTION	42.96	0.00	42.96
30/07/2021	AMAZON	"	CAFE FOOD SUPPLIES	33.60	0.00	33.60
30/07/2021	AMAZON	"	CLEANING SUPPLIES	4.16	0.83	4.99
08/03/2021	WORKWEAR EXPRESS	"	CREDIT RETURNED GOODS	-26.65	-5.33	-31.98
04/08/2021	AMAZON	"	STATIONERY	14.17	2.83	17.00
05/08/2021	EBAY	"	SAFETY SIGNS	2.67	0.00	2.67
05/08/2021	AMAZON	"	STATIONERY	20.10	4.02	24.12
11/08/2021	AMAZON	"	CAFE EQUIPMENT	5.82	1.17	6.99
11/08/2021	AMAZON	"	STATIONERY	22.47	4.49	26.96
11/08/2021	AMAZON	"	GENERAL MAINTENANCE	5.82	1.17	6.99
16/08/2021	SQUARE	"	POS SYSTEM	1,016.00	203.20	1,219.20
17/08/2021	HIGH SPEED TRAINING	"	STAFF TRAINING	20.00	4.00	24.00
18/08/2021	FRENCHIC FURNITURE PAINT	"	ADVERTISING	27.37	5.48	32.85
20/08/2021	EBAY	"	CAFE EQUIPMENT	17.99	0.00	17.99
24/08/2021	AMAZON	"	CLEANING SUPPLIES	12.49	2.50	14.99
25/08/2021	AMAZON	"	CAFE PPE	1.62	0.33	1.95
Total				1,237.25	228.02	1,465.27

**Total Payments F&GP Committee
6th October 2021**

104,412.29 10,606.71 115,019.00