

Morpeth Town Council
Minutes of the Finance & General Purposes Committee
Wednesday 2nd November 2022 at 6:30pm in the Council
Chamber 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 J Wilson

Absent Councillors: R Wearmouth - Business

Open Session

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

70/22 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.

71/22 Mayoral Announcements

- There will be a Mayor's Charity Curry Night at the Tandoor Mahal on Tuesday 22nd November 2022 at 6pm to raise funds for the 4th Morpeth Scout Hut.
- There will be a Community Carol Service on the Market Place on Saturday 17th December 2022, starting at 4:30pm.
- The St Patrick's Day themed Mayor's Ball will take place on Saturday 18th March 2023 at Pleased to Meet You.

72/22 Declarations of Interest

The Chairman received no declarations of interest on this occasion.

73/22 Minutes of the Finance and General Purposes Committee held on 5th October 2022

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.

74/22 Authorisation of Payments

A payment list for September 2022 was circulated for consideration.

Cllr Bawn queried if the payment for the coffee machine service was a one off or a regular expense. The Deputy Clerk confirmed this was an annual expense.

RESOLVED

- (i) Information duly noted.
- (ii) That members agreed the payment list for October 2022, totalling £21,359.03.

75/22 Budget Monitoring Statement

Members were provided for information with the second quarter Budget Statement for 2022/23.

Cllr Bawn advised members that all expenditure figures are as expected at the end of the second quarter. He also advised that income on buildings is looking to be on track, although the Deputy Clerk advised that following the loss of one regular booking at St James Community Centre income levels will be reduced unless the centre is booked by other users.

Cllr Bawn pointed out that the café is performing well against the budgeted income. The Deputy Clerk advised that it had been difficult to budget for income as the café had not operated over a full financial year prior to the current budget being set.

Cllr Skinner requested confirmation as to what each column on the report represented, the Deputy Clerk gave a brief explanation.

RESOLVED

- (i) Information duly noted.

There was no other business to discuss and the meeting concluded at 6.42pm with Councillors B Bawn, D Bawn, A Byard, A Cochrane, J Crawford R Hogg, S Peacock, J Richardson and E Skinner present.

Morpeth Town Council
Authorisation of Payments - October 2022

Date Processed	Supplier	Cheque No.	Description	Net Amount	VAT	Gross Amount
03/10/2022	Aubergine	BACS	Website Maintenance Fee	598.00	119.60	717.60
03/10/2022	Cafe Des Amis Limited	BACS	Local Loo Scheme	50.00	0.00	50.00
17/10/2022	SLCC	BACS	National Conference	499.00	65.80	564.80
17/10/2022	Inside Magazines	BACS	Oct/Nov Town Cryer Magazine	1,300.00	0.00	1,300.00
17/10/2022	White Swan	BACS	Local Loo Scheme	50.00	0.00	50.00
17/10/2022	NCC	BACS	MTC Office Rent	3,000.00	0.00	3,000.00
17/10/2022	Blooming Rubee	BACS	Uniform	200.00	0.00	200.00
17/10/2022	Wansbeck Valley Food Bank	BACS	Sleep Out Charity Donation	635.69	0.00	635.69
17/10/2022	Wansbeck Valley Food Bank	BACS	Sleep Out Charity Donation	185.00	0.00	185.00
17/10/2022	NCC	BACS	Pavilion Cafe Waste Collection	71.29	0.00	71.29
17/10/22	Jewson	BACS	General Maintenance	12.02	2.40	14.42
17/10/22	Jewson	BACS	SJCC Maintenance	30.75	6.15	36.90
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20/10/2022	Jewson	BACS	Allotment Maintenance	29.61	5.92	35.53
20/10/2022	Jewson	BACS	Allotment Maintenance	237.92	47.58	285.50
20/10/2022	Jewson	BACS	Allotment Maintenance	3.46	0.69	4.15
20/10/2022	Jewson	BACS	Allotment Maintenance	148.66	29.73	178.39
20/10/2022	4th Scouts	BACS	Mayors Charity Donation	425.00	0.00	425.00
24/10/2022	Wansbeck Valley Food Bank	BACS	Mayors Charity Donation	59.06	0.00	59.06
24/10/2022	F. H. Hardy	BACS	Collingwood Wreath	25.00	0.00	25.00
24/10/2022	Clumsy Goat	BACS	Coffee Machine Service	690.00	138.00	828.00
24/10/2022	Coolbreeze	BACS	Pavilion Air Con Service	360.00	72.00	432.00
24/10/2022	Jewson	BACS	Flower Beds	45.00	9.00	54.00
24/10/2022	Jewson	BACS	Flower Beds	111.11	22.22	133.33
24/10/2022	Jewson	BACS	Flower Beds	147.97	29.59	177.56
24/10/2022	Jewson	BACS	Flower Beds	185.35	37.07	222.42
24/10/2022	Jewson	BACS	Flower Beds	13.80	2.76	16.56
24/10/2022	Tyne and Wear Pension Fund	BACS	Recharge Element for Pension	27.15	0.00	27.15
				9,140.84	588.51	9,729.35
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Petty Cash - October 2022						
01/10/2022	Iceland	4828	Cafe Supplies	7.71	1.54	9.25
01/10/2022	YTC	"	Cafe Supplies	3.32	0.66	3.98
05/10/2022	YTC	"	Cafe and Office Supplies	7.49	1.50	8.99
05/10/2022	Lidl	"	Cafe Supplies	2.62	0.00	2.62
05/10/2022	Morrisons	"	Allotment Maintenance	16.69	3.34	20.03
06/10/2022	Lidl	"	Cafe Supplies	5.52	0.00	5.52
12/10/2022	Home Bargains	"	Caretaker Equipment	2.49	0.50	2.99
12/10/2022	YTC	"	Office Supplies	2.66	0.53	3.19
13/10/2022	Iceland	"	Cafe Supplies	1.67	0.33	2.00
14/10/2022	Iceland	"	Cafe Supplies	2.25	0.45	2.70
26/10/2022	homebargains	"	Office Supplies	13.86	2.77	16.63
27/10/2022	YTC	"	Office Supplies	1.66	0.33	1.99
				67.94	11.95	79.89
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Direct Debits - September 2022						
10.10.22	Gaffey	DD	Hyprolyser Monthly Rental	306.92	61.38	368.30
10.10.22	Nest	"	Pension August 22	37.99	0.00	37.99
10.10.22	Anglian Water	"	SPCC Water	29.63	0.00	29.63
10.10.22	Anglian Water	"	Duncan Gardens Water	10.56	0.00	10.56
10.10.22	Anglian Water	"	Wellwood Gardens Water	6.52	0.00	6.52
10.10.22	Anglian Water	"	St Marys Water	5.17	0.00	5.17
10.10.22	Anglian Water	"	Paddling Pool Water	652.13	0.00	652.13
11.10.22	EE	"	MTC Office Mobile Charges	77.05	15.41	92.46
11.10.22	EDF	"	SJCC Electric	19.60	0.98	20.58
11.10.22	EDF	"	SPCC Electric	12.38	0.62	13.00
11.10.22	TalkTalk	"	SJCC WIFI	32.45	6.49	38.94
11.10.22	NCS	"	MTC Office Phone Charges	67.48	13.50	80.98
11.10.22	Bankline	"	Online Banking Charges	25.70	0.00	25.70
11.10.22	Crown Gas and Power	"	SJCC Gas	41.13	2.06	43.19
11.10.22	WorldPay	"	Transaction Charges	124.19	3.00	127.19
11.10.22	WorldPay	"	Subscription Fee	9.95	1.99	11.94
11.10.22	Anglian Water	"	SPCC Water Closing Balance	3.03	0.00	3.03
11.10.22	Nest	"	Pensions September	106.35	0.00	106.35
11.10.22	Siemens	"	Monthly Photocopier rental	52.50	10.50	63.00
11.10.22	NCS	"	Photocopier Copy Charges	84.56	16.91	101.47
11.10.22	Tower Leasing	"	Coffee Machine Lease	176.29	35.26	211.55
12.10.22	Bookers	"	Cafe Food and Drink	4,359.79	324.26	4,684.05
12.10.22	NCC	"	SPCC Rates	257.00	0.00	257.00
13.10.22	PWLB	"	Loan Repayment	1,602.75	0.00	1,602.75
				8,101.12	492.36	8,593.48

Credit Card - September 2022						
30.08.22	Adobe	CC	Monthly Subscription	42.96	0.00	42.96
31.08.22	Discount Cream	"	Cafe Beverages	15.97	0.00	15.97
31.08.22	Bookers	"	Cafe Food and Drink	2,404.61	209.82	2,614.43
05.10.22	Square	"	Square Team Plus Subscription	20.00	0.00	20.00
12.10.22	Nisbets	"	Cafe and Caretaker Cleaning Products	103.69	20.73	124.42
12.10.22	GiffGaff	"	Cafe Phone Subscription	5.00	1.00	6.00
19.10.22	Avern Cleaning Supplies (Internet) Ltd	"	Cleaning Equipment	18.75	3.75	22.50
19.10.22	Bridge The Water	"	Cleaning Equipment	7.90	1.58	9.48
19.10.22	Innovations Products Ltd	"	Caretaker Uniform	27.95	0.00	27.95
21.10.22	Northern Rail	"	Training Travel Expenses	7.80	0.00	7.80
21.10.22	Northern Rail	"	Training Travel Expenses	6.90	0.00	6.90
22.10.22	Discount Cream	"	Cafe Beverages	47.42	0.00	47.42
26.10.22	Inspire Tech UK Ltd	"	SJCC Repairs and Maintenance	8.73	1.75	10.48
				2,717.68	238.63	2,956.31
	Total Payments			20,027.58	1,331.45	21,359.03