

Morpeth Town Council
Minutes of the Finance & General Purposes Committee
Wednesday 7th December 2022 at 6:30pm in the Council
Chamber of the Town Hall, Morpeth

Present:

Councillors: D Bawn - Chair
B Bawn
A Byard
J Crawford
R Hogg
J Richardson
R Wearmouth (arriving at 6:34pm)

Clerks:

Mrs T Bell
Miss K Carter

Absent Councillors:

A Cochrane - Sickness
S Peacock - Personal
E Skinner - Sickness

Open Session

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

95/22 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.

96/22 Mayoral Announcements

- 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.

97/22 Declarations of Interest

The Chairman received no declarations of interest on this occasion.

98/22 Minutes of the Finance and General Purposes Committee held on 2nd November 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.

99/22 Authorisation of Payments

An amended payment list for November 2022 was circulated for consideration.

Cllr Byard enquired about the works at Carlisle Park.

The Clerk advised that the play area has been resurfaced with a hardwearing rubberised surface. A broken climbing frame has also been replaced with a train roleplay equipment and a new swing.

RESOLVED

- (i) Information duly noted.
- (ii) That members agreed the amended payment list for November 2022, totalling £77,318.63.

Cllr R Wearmouth arrived at 6:34pm.

100/22 Budget 2023/24

Members were provided for consideration with the final draft budget for 2023/24.

Members were asked to refer the budget to Full Council for approval.

Cllr Byard advised that a scoping exercise will be undertaken over the next year to ascertain potential costs to review the Morpeth Neighbourhood Plan. This will be fed into the 2024/25 budget setting process.

The Clerk suggested that £10,000 from this year's contingencies budget be ringfenced in order to offer children's activities during school holidays next year. The Town Council will work in partnership with Barnabas to provide sporting and crafting activities to children. Additional funding will also be sought from PCC and Northumberland County Council. The events will be advertised in plenty of time, through school newsletters, Inside Morpeth magazine and on social media.

Members agreed to refer the budget to Full Council for approval.

RESOLVED

- (i) Information duly noted.
- (ii) To refer the 2023/24 final draft budget to Full Council for approval on 18th January 2023.

101/22 Property and Assets Update

Members were provided for information with the Property and Assets report.

RESOLVED

(i) Information duly noted.

102/22 Allotment Charges

Members were asked to consider the allotment charges for 2024/25.

The Clerk advised that allotment rent is used for repairs and maintenance of the allotments and water.

Cllr R Wearmouth proposed that the allotment charges are frozen for 2024/25.

A vote was taken: 4 For, 3 Against and 0 Abstention

RESOLVED

(i) Information duly noted.

(ii) To freeze the allotment charges for 2024/25.

103/22 Exclusion of Press and Public

Members unanimously agreed that the following resolution be passed to exclude the press and public from the meeting to discuss the following item in closed session:

“That under Section 100A (4) of the Local Government Act 1972, the press and public be excluded from the meeting during the disclosure of the following items on the agenda as they involve the likely disclosure of exempt information as defined in Part 1 of schedule 12A in the 1972 Act as indicated below:

Issues concerning: Staffing

There was no other business to discuss and the meeting concluded at 7:04pm with Councillors B Bawn, D Bawn, A Byard, J Crawford R Hogg, J Richardson and J Wearmouth present.

Appendix B

Morpeth Town Council Authorisation of Payments - November 2022

Date Processed	Supplier	Cheque No.	Description	Net Amount	VAT	Gross Amount
09/11/2022	Jewson	BACS	Planter Maintenance	45.00	9.00	54.00
09/11/2022	Jewson	BACS	General Maintenance	12.98	2.60	15.58
09/11/2022	Jewson	BACS	Planter Maintenance	45.00	9.00	54.00
09/11/2022	Jewson	BACS	Planter Maintenance & General Maintenance	58.51	11.70	70.21
09/11/2022	Jewson	BACS	Planter Maintenance	45.00	9.00	54.00
09/11/2022	Jewson	BACS	Planter Maintenance	45.00	9.00	54.00
09/11/2022	Jewson	BACS	General Maintenance	11.99	2.40	14.39
09/11/2022	Jewson	BACS	Planter Maintenance	45.00	9.00	54.00
09/11/2022	Jewson	BACS	General Maintenance	1.18	0.24	1.42
09/11/2022	Jewson	BACS	Planter Maintenance	45.00	9.00	54.00
09/11/2022	Jewson	BACS	Planter Maintenance	45.00	9.00	54.00
09/11/2022	Jewson	BACS	Planter Maintenance	45.00	9.00	54.00
09/11/2022	Jewson	BACS	Planter Maintenance	45.00	9.00	54.00
09/11/2022	NCC	BACS	Installation of Bunting	780.00	156.00	936.00
09/11/2022	NCC	BACS	Waste Collection	131.75	0.00	131.75
09/11/2022	tts.FM	BACS	SJCC Alarm	49.00	9.80	58.80
09/11/2022	4THScout	BACS	Mayors Charity Donation	50.00	0.00	50.00
09/11/2022	Northern Signs	BACS	Mayors Engravings	150.00	30.00	180.00
09/11/2022	NCC	BACS	OCT Payroll	28,069.92	18.30	28,088.22
09/11/2022	Wicksteed	BACS	Play Park Repair Equipment	8,221.00	1,644.20	9,865.20
09/11/2022	Ian Howe Landscaping LTD	BACS	Installation of Playpark	22,100.00	4,420.00	26,520.00
21/11/2022	Jewson	BACS	General Maintenance	7.94	1.59	9.53
21/11/2022	Tracey Bell	BACS	Travel Expenses	217.30	0.00	217.30
21/11/2022	Joanne Wilson	BACS	Travel Expenses	17.10	0.00	17.10
21/11/2022	Sanders	BACS	Christmas Tree Carriage	240.00	48.00	288.00
21/11/2022	Chloe Rowell	BACS	Travel Expenses	5.76	0.00	5.76
21/11/2022	Gustharts	BACS	General Maintenance	20.16	4.01	24.17
21/11/2022	Jewson	BACS	Planter Maintenance	45.00	9.00	54.00
21/11/2022	SLCC	BACS	Conference	15.00	3.00	18.00
21/11/2022	Crawford Higgins	BACS	Site Inspection	634.80	126.96	761.76
25/11/2022	Aimrange	BACS	Drain Maintenance	74.00	14.80	88.80
25/11/2022	Tyne and Wear Pension Fund	BACS	Recharge Element Nov 22	27.15	0.00	27.15
25/11/2022	L J Walsh	BACS	Mayors Curry Night	645.00	0.00	645.00
25/11/2022	Jewson	BACS	General Maintenance	4.25	0.85	5.10
25/11/2022	E.ON	BACS	Pavilion Maintenance	330.00	66.00	396.00
25/11/2022	Rialtas	BACS	Subscription	425.00	85.00	510.00
25/11/2022	Dobbies	BACS	Christmas Tree	1,200.00	240.00	1,440.00
29/11/2022	SLCC	BACS	Conference	330.00	45.00	375.00
29/11/2022	SLCC	BACS	Conference	105.00	0.00	105.00
29/11/2022	SLCC	BACS	Training	30.00	6.00	36.00
29/11/2022	SLCC	BACS	Training	30.00	6.00	36.00
29/11/2022	SLCC	BACS	Training	30.00	6.00	36.00
29/11/2022	LTL	BACS	SJCC Alarm	200.00	40.00	240.00
29/11/2022	Gustharts	BACS	General Maintenance	85.60	17.12	102.72
29/11/2022	Jewson	BACS	General Maintenance	20.60	4.12	24.72
				64,780.99	7,099.69	71,880.68
Petty Cash - November 2022						
04/11/2022	Home Bargains	PC	Office Equipment	6.66	1.33	7.99
04/11/2022	Whsmith	"	Office Equipment	10.83	2.16	12.99
04/11/2022	Iceland	"	Office Equipment	8.33	1.67	10.00
08/11/2022	Whsmith	"	Voucher - Gift	20.00	0.00	20.00
10/11/2022	Iceland	"	Cafe Food	15.00	3.00	18.00
14/11/2022	Home Bargains	"	SJCC Cleaning	1.41	0.28	1.69
21/11/2022	Yorkshire Products LTD	"	Allotment Maintenance	2.08	0.41	2.49
23/11/2022	Iceland	"	Warm Space Event Refreshments	14.71	2.94	17.65
25/11/2022	Home Bargains	"	Cafe Cleaning Supplies	1.99	0.00	1.99
28/11/2022	Post Office	"	Postage	2.35	0.00	2.35
30/11/2022	Iceland	"	Cafe Food	3.75	0.75	4.50
				87.11	12.54	99.65
Direct Debits - October 2022						
03/10/2022	Gaffey	DD	Hypolyser Monthly Rental	306.92	61.38	368.30
06/10/2022	Wave	"	Middle Greens Allotments15/6-14/9/22	87.22	0.00	87.22
06/10/2022	Wave	"	SJCC 15/6-14/9/22	101.23	0.00	101.23
10/10/2022	EE	"	MTC Office Mobile Charges	77.05	15.41	92.46
12/10/2022	NCS	"	MTC Office Telephone Charges	54.47	10.89	65.36
13/10/2022	TalkTalk	"	SJCC WIFI Charges	32.45	6.49	38.94
17/10/2022	Bankline	"	Bank Charges	36.50	0.00	36.50
17/10/2022	Crown Gas & Power	"	SJCC Gas 31/8-30/9/22	53.48	2.67	56.15
17/10/2022	EDF	"	SPCC Electric	12.38	0.62	13.00
19/10/2022	Bookers	"	Cafe Food and Drink	3,028.74	126.75	3,155.49
19/10/2022	WorldPay	"	Transaction Charges	40.41	2.87	43.28
20/10/2022	Tower	"	Coffee Machine Rental	176.29	35.26	211.55
21/10/2022	WorldPay	"	Subscription Fee	9.95	1.99	11.94
26/10/2022	EDF	"	SJCC Electric 25/8-10/10/22	67.18	3.36	70.54
28/10/2022	Siemens	"	Photocopier Rental	52.50	10.50	63.00
31/10/2022	NCS	"	MTC Office Telephone Charges	56.68	11.34	68.02
				4,193.45	289.53	4,482.98

Credit Card - October 2022						
30/09/2022	Adobe	CC	Acrobat Pro Subscription	42.96	0.00	42.96
03/10/2022	Square	"	Square Transaction Charges	20.00	0.00	20.00
04/10/2022	Yorkshire Products LTD	"	Cafe Beverages	22.94	3.82	28.93
11/10/2022	GiffGaff	"	Cafe Maintenance	5.00	1.00	6.00
14/10/2022	ACCU	"	Play Park Repair Equipment	26.55	5.31	31.86
14/10/2022	Ink Jungle Limited	"	Cafe Maintenance	16.02	3.21	19.23
14/10/2022	HCR Systems Limited	"	Cafe Food	14.37	2.88	17.25
14/10/2022	Sunrise Supplies UK Limited	"	Cafe Equipment	13.75	2.75	16.50
17/10/2022	Amazon	"	Cafe Equipment	17.49	3.50	20.99
20/10/2022	Viking	"	Office Equipment	445.84	89.17	535.01
21/10/2022	RBLI	"	General Expenses	97.33	19.27	116.59
				722.25	130.91	855.32
Total Payments				69,783.80	7,532.67	77,318.63