

Morpeth Town Council
Minutes of the Finance & General Purposes Committee
Wednesday 11th January 2023 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
J Richardson
E Skinner

Clerks: Mrs T Bell
Miss K Carter

Absent Councillors: R Hogg - Holiday
S Peacock - Holiday
R Wearmouth - Business

Open Session

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

105/22 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.

106/22 Mayoral Announcements

- The St Patrick's Day themed Mayor's Ball will take place on Saturday 18th March 2023 at Pleased to Meet You.
- A Chinese New Year Banquet will be held at Mulan Restaurant on Monday 30th January 2023 to raise funds to support the Floral Clock.
- The Burns Night Supper will be held at The Pavilion on Monday 23rd January 2023.
- A quiz will be held at Riverside Care Home on Thursday 19th January 2023. Councillors are encouraged to join.

107/22 Declarations of Interest

The Chairman received no declarations of interest on this occasion.

108/22 Minutes of the Finance and General Purposes Committee held on 7th December 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.

109/22 Authorisation of Payments

The payment list for December 2022 was circulated for consideration.

Cllr Byard enquired what the Pavilion refurbishment retention fees charge was for.

The Clerk advised that this was the final payment for refurbishment costs, which was retained until any snagging issues had been resolved.

RESOLVED

- (i) Information duly noted.
- (ii) That members agreed the amended payment list for December 2022, totalling £61,955.39.

There was no other business to discuss and the meeting concluded at 6:34pm with Councillors B Bawn, D Bawn, A Byard, A Cochrane, J Crawford, J Richardson and E Skinner present.

Morpeth Town Council
Authorisation of Payments - December 2022

Date Processed	Supplier	Cheque No.	Description	Net Amount	VAT	Gross Amount
12/12/2022	Bowmans & Co	BACS	Rememberance 2022 - Audio equipment	589.00	0.00	589.00
12/12/2022	Jewson	BACS	Allotment maintenance	11.04	2.21	13.25
12/12/2012	Phoenix	BACS	Office 365 Subscription	2,471.04	494.21	2,965.25
12/12/2022	Jewson	BACS	General Maintenance	20.60	4.12	24.72
12/12/2022	NCC	BACS	Pavilion Waste Removal	41.99	0.00	41.99
12/12/2022	Jewson	BACS	General Maintenance	7.11	1.42	8.53
12/12/2022	NCC	BACS	Payroll NOV 22	27,421.42	18.30	27,439.72
21/12/2022	Jewson	BACS	General Maintenance	3.19	0.64	3.83
21/12/2022	Pavilion Cafe	BACS	Rememberance 2022 Refreshments	150.00	0.00	150.00
21/12/2022	MKM	BACS	General Maintenance	25.79	5.16	30.95
21/12/2022	NCC Receipts	BACS	Mayors Charity Race night Tickets	20.00	0.00	20.00
21/12/2022	Online Playground	BACS	Play Park Repairs	88.33	17.67	106.00
21/12/2022	Aimrange	BACS	SJCC Drain unblocking	74.00	14.80	88.80
21/12/2022	4th Morpeth Scouts	BACS	Individual Donation	10.00	0.00	10.00
21/12/2022	4th Morpeth Scouts	BACS	Donation from Mayors Curry Night	561.00	0.00	561.00
21/12/2022	Jewson	BACS	General Maintenance	7.00	1.40	8.40
06/01/2023	NCC	BACS	MTC Office Rent	3,000.00	0.00	3,000.00
06/01/2023	SLCC	BACS	SLCC Membership	296.00	0.00	296.00
06/01/2023	SLCC	BACS	SLCC Membership	477.00	0.00	477.00
06/01/2023	Tyne and Wear Pension Fund	BACS	Pension Dec	27.15	0.00	27.15
06/01/2023	A M and C Wardlaw	BACS	Refund - Cancelled Booking	34.00	0.00	34.00
06/01/2023	Mike Slaughter	BACS	Interim Internal Audit 2023	492.60	0.00	492.60
06/01/2023	Jewson	BACS	General Maintenance	47.57	9.51	57.08
06/01/2023	Datim	BACS	Pavilion Refurb Retention Fee	13,353.28	2,670.66	16,023.94
06/01/2023	A.Smith Decorators	BACS	Pavilion Decorators	1,889.00	377.80	2,266.80
				51,118.11	3,617.90	54,736.01

Petty Cash - December 2022

07/12/2022	Post Office	4831	Postage	2.35	0.00	2.35
07/12/2022	Morrisons	"	Cafe Supplies	9.45	1.89	11.34
07/12/2022	Iceland	"	Cafe Supplies	1.67	0.33	2.00
09/12/2022	Iceland	"	Cafe Supplies	2.50	0.50	3.00
14/12/2022	Post Office	"	Postage	1.85	0.00	1.85
16/12/2022	Morrisons	"	Cafe Supplies	13.71	2.74	16.45
19/12/2022	Home Bargains	"	Cafe Cleaning Supplies	1.66	0.33	1.99
20/12/2022	Iceland	"	Office Supplies	3.33	0.67	4.00
21/12/2022	Post Office	"	Postage	2.35	0.00	2.35
				38.87	6.46	45.33

Direct Debits - November 2022

01/10/2022	Gaffey	DD	Hyprolyser Monthly Rental	306.92	61.38	368.30
04/11/2022	Nest	"	Pension October 22	99.61	0.00	99.61
10/11/2022	EE	"	MTC Office Mobile Charges	76.53	15.31	91.84
10/11/2022	HMRC	"	Quarter 2 VAT 22/23	3,930.59	0.00	3,930.59
14/11/2022	TalkTalk	"	SJCC WIFI	32.45	6.49	38.94
15/11/2022	Bankline	"	Bank Charges	30.90	0.00	30.90
15/11/2022	Bookers	"	Cafe Food and Drink	1,364.53	51.35	1,415.88
18/11/2022	WorldPay	"	Subscription Fees	9.95	1.99	11.94
18/11/2022	Crown Gas & Power	"	SJCC Gas 30/09 - 30/10 22	95.51	4.78	100.29
21/11/2022	WorldPay	"	Transaction Charges	29.64	2.93	32.57
21/11/2022	Towerleasing	"	Coffee Machine Rental	176.29	35.26	211.55
25/11/2022	EDF	"	SJCC Electric 11/10 - 09/11 22	46.47	2.32	48.79
28/11/2022	Siemens	"	Photocopier Rental	52.50	10.50	63.00
30/11/2022	NCS	"	MTC Office Telephone Charges	56.60	11.32	67.92
				6,308.49	203.63	6,512.12

Credit Card - November 2022

31/10/2022	Adobe	CC	Acrobat Pro Subscription	60.66	0.00	60.66
01/11/2022	QuickLawn	"	Turf - Cenotaph	44.00	8.80	52.80
02/11/2022	Cleaning Supplies 4 U	"	Cleaning Supplies	33.29	6.66	39.95
02/11/2022	Costco	"	Subscription	22.00	4.40	26.40
03/11/2022	Square	"	Team Plus Subscription	20.00	0.00	20.00
09/11/2022	Amazon	"	Office Supplies	6.12	1.23	7.35
11/11/2022	GiffGaff	"	Cafe Phone	5.00	1.00	6.00
11/11/2022	Asda	"	Rememberance 2022 Refreshments	236.05	0.00	236.05
11/11/2022	Asda	"	Refund	-4.20	0.00	-4.20
23/11/2022	Nisbits	"	Crockery	122.45	24.49	146.94
28/11/2022	Amazon	"	Stationery	29.16	5.83	34.99
28/11/2022	Amazon	"	Stationery	29.16	5.83	34.99
				603.69	58.24	661.93
	Total Payments			58,069.16	3,886.23	61,955.39