

Morpeth Town Council
Minutes of the Finance & General Purposes Committee
Wednesday 1st March 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
R Hogg
J Richardson

Clerks: Mrs J Wilson
Miss K Carter

Absent Councillors: E Skinner - Illness
R Wearmouth - Business
S Peacock - No apologies received

The meeting commenced at 6:35pm.

Open Session

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

136/22 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.

137/22 Mayoral Announcements

- The St Patrick's Day themed Mayor's Ball will take place on Saturday 18th March 2023 at Pleased to Meet You.
- The annual Easter Oranges event will take place at Carlisle Park Morpeth on Monday 10th April 2023 at 11am.

138/22 Declarations of Interest

The Chairman received no declarations of interest on this occasion.

139/22 Minutes of the Finance and General Purposes Committee held on 1st February 2023

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.

140/22 Authorisation of Payments

The payment list for February 2023 was circulated for consideration.

Cllr Byard asked for an update on the works to the toilet doors at Carlisle Park.

The Deputy Clerk advised that the fitting of the new doors had been completed Tuesday 28th February 2023.

Cllr Byard enquired if the toilets could be open from 8:30am on Saturdays year-round so that they may be used by the park runners.

The Deputy Clerk advised that there would be nobody on site to clean the toilets during winter months and in doing so it may set a precedence which may result in requests for the toilets to be open all year thus leading to increased staffing and consumable costs.

Cllr D Bawn proposed that costings be drawn up to assess the feasibility of having the toilets open for a couple of hours on Saturdays during winter as well as all year round.

RESOLVED

- (i) Information duly noted.
- (ii) That members agreed the payment list for February 2023, totalling £37,301.84.
- (iii) The Deputy Clerk to draw up costings of having the toilets open for two hours on a Saturday, and the option to remain open all year round.

141/22 Subsidies 2022/23

Members were provided for information documents from the following organisations in relation to their 2022/23 subsidy:

- Morpeth Clock Tower Bellringers' Society
- Old Bakehouse Millennium Green Trust

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

RESOLVED

- (i) Information duly noted.

142/22 King's Coronation

Members were asked to consider commemorative items to mark the King's Coronation.

Cllr D Bawn advised that County Councillor John Beynon is organising an event on The Stanners Sunday 7th May 2023 to celebrate the King's Coronation. There will be children's activities and a small fair.

The Deputy Clerk asked members if they wished to purchase any commemorative items which could be distributed to the public.

Cllr D Bawn proposed that a budget of £1,000 be set for the purchase of commemorative items.

RESOLVED

- (i) Information duly noted.
- (ii) The Deputy Clerk to purchase items as agreed.

143/22 Final Accounts – Year End Procedures

The Treasury Management Policy was circulated for consideration.

Cllr Bawn ask if there were any amendments to the document.

The Deputy Clerk advised that the amount held in the Public Sector Deposit Fund would be increased as per the Auditor's recommendations which were approved at the last meeting.

A proposal was made to recommend the report to Full Council for approval.

A vote was taken: 7 For, 0 Against and 0 Abstention.

RESOLVED

- (i) Information duly noted.
- (ii) To recommend the report to Full Council on 15th March 2023 for approval.

There was no other business to discuss and the meeting concluded at 6:58pm with Councillors B Bawn, D Bawn, A Byard, A Cochrane, J Crawford, R Hogg and J Richardson present.

Appendix B

Morpeth Town Council
Authorisation of Payments - February 2023

Date Processed	Supplier	Cheque No.	Description	Net Amount	VAT	Gross Amount
30/01/2023	The Sun Inn	BACS	Burns Night	420.00	0.00	420.00
30/01/2023	North East Fire Safety	BACS	Pavilion Fire Hydrant Maintenance	67.00	13.40	80.40
30/01/2023	Jewson	BACS	Allotment Maintenance	205.79	41.16	246.95
30/01/2023	Clear Channel	BACS	Bus Shelter Repairs	941.04	188.21	1,129.25
30/01/2023	Winn	BACS	Carlisle Park Toilet Improvements	1,800.00	360.00	2,160.00
30/01/2023	Alncom	BACS	CCTV Annual Maintenance Fee	2,100.00	420.00	2,520.00
30/01/2023	Jewson	BACS	Bowling Greens Maintenance	15.28	3.06	18.34
30/01/2023	LTL	BACS	Pavilion Fire Alarm Maintenance	180.00	36.00	216.00
30/01/2023	High Speed Training	BACS	Staff Training	90.00	18.00	108.00
31/01/2023	Jewson	BACS	Storey Park Drain Cover Repairs	22.59	4.52	27.11
31/01/2023	North East Fire Safety	BACS	SJCC Fire Hydrant Maintenance	164.00	32.80	196.80
31/01/2023	Toasty Fresh	BACS	Pavilion Food	1,052.20	0.00	1,052.20
0.00						
03/02/2023	Jewson	BACS	Allotment Maintenance	85.85	17.17	103.02
03/02/2023	LTL	BACS	Pavilion Alarm	280.00	56.00	336.00
03/02/2023	S.Finneran	BACS	SJCC Heating Repairs	350.00	70.00	420.00
03/02/2023	Floral Clock	BACS	Mayors Charity Donation -Chinese New Year Banquet	1,004.15	0.00	1,004.15
03/02/2023	Jewson	BACS	General Maintenance	6.30	1.26	7.56
03/02/2023	Jewson	BACS	SJCC Maintenance	0.72	0.14	0.86
03/02/2023	Gustharts	BACS	General Maintenance	83.85	16.77	100.62
03/02/2023	CommuniCorp	BACS	Cerks Direct Subscription	80.00	0.00	80.00
03/02/2023	NCC	BACS	Jan 23 Payroll	24,545.09	14.14	24,559.23
14/02/2023	Jewson	BACS	Allotment Maintenance	26.03	5.21	31.24
14/02/2023	BGS	BACS	Pavilion Maintenance	350.00	70.00	420.00
14/02/2023	Blachere	BACS	Christmas Lights	3,152.00	630.40	3,782.40
14/02/2023	Henry Dancer Days	BACS	Mayors Charity Donation - Burns Night	200.00	0.00	200.00
				33,493.86	1,292.63	34,786.49
Petty Cash - February 2023						
25/01/2023	Iceland	4833	Café Food	7.08	1.42	8.50
25/01/2023	Home Bargains	"	Café Food	2.32	0.46	2.78
26/01/2023	Iceland	"	Café Food	1.67	0.33	2.00
27/01/2023	Iceland	"	Café Food	5.00	1.00	6.00
30/01/2023	WH Smith	"	Stationery	21.65	4.33	25.98
30/01/2023	Yorkshire Trading	"	General Expenses	6.89	1.38	8.27
01/02/2023	Iceland	"	Café Food	5.00	1.00	6.00
02/02/2023	Yorkshire Trading	"	Cafe Equipment	2.48	0.50	2.98
02/02/2023	Home Bargains	"	Cleaning Supplies	8.30	1.66	9.96
02/02/2023	T&G Allen	"	Postage	9.07	1.81	10.88
08/02/2023	Lidl	"	General Expenses	3.69	0.00	3.69
10/02/2023	Home Bargains	"	Cleaning Supplies	1.66	0.33	1.99
07/02/2023	Iceland	"	Café Food	3.33	0.67	4.00
09/02/2023	ToolStation	"	Allotment Maintenance	2.41	0.48	2.89
09/02/2023	ToolStation	"	Allotment Maintenance	12.49	2.50	14.99
09/02/2023	Iceland	"	Café Food	1.67	0.33	2.00
07/02/2023	Yorkshire Trading	"	Cafe Equipment	1.66	0.33	1.99
14/02/2023	Home Bargains	"	Cafe Equipment	6.89	1.38	8.27
14/02/2023	Iceland	"	Café Food	4.17	0.83	5.00
15/02/2023	Home Bargains	"	Café Food	4.96	0.99	5.95
16/02/2023	Home Bargains	"	Café Food	5.55	0.53	6.08
16/02/2023	Morrison	"	Café Food	1.21	0.24	1.45
				119.15	22.50	141.65
Direct Debits - January 2023						
03/01/2023	Gaffey	DD	Hyprolyser Monthly Rental	306.92	61.38	368.30
04/01/2023	Nest	"	December Pension	57.24	0.00	57.24
09/01/2023	Wave	"	California Gardens Water Bill	48.16	0.00	48.16
09/01/2023	Wave	"	SJCC Water Bill	73.90	0.00	73.90
10/01/2023	EE	"	MTC Office Mobile Charges	73.95	14.79	88.74
12/01/2023	Talktalk	"	SJCC WIFI	32.45	6.49	38.94
16/01/2023	Bankline	"	Bank Charges	25.30	0.00	25.30
19/01/2023	Worldpay	"	Transaction Charges	29.05	2.81	31.86
19/01/2023	Crown Gas & Power	"	SJCC Gas Charges	127.07	6.35	133.42
23/01/2023	Worldpay	"	Subscription Fee	9.95	1.99	11.94
30/01/2023	Siemens	"	Photocopier Rental	112.50	22.50	135.00
31/01/2023	NCS	"	MTC Office Telephone Charges	55.82	11.16	66.98
16/01/2023	Bookers	"	Cafe Food and Drink	627.96	38.21	666.17
20/01/2023	Tower Leasing	"	Coffee Machine Rental	176.29	35.26	211.55
				1,756.56	200.94	1,957.50
Credit Card - January 2023						
30.1.23	Adobe	CC	Acrobat Pro	60.66	0.00	60.66
2.1.23	Guild of Mace Bearers	"	Subscription	10.00	0.00	10.00
4.1.23	Square	"	Team Plus Subscription	20.00	0.00	20.00
11.1.23	Giffgaff	"	Cafe Phone	5.00	1.00	6.00
19.1.23	Pavilion	"	General Expenses	3.60	0.72	4.32
19.1.23	Pavilion	"	General Expenses	1.27	0.25	1.52
20.1.23	Iceland	"	Civic Ball	22.50	4.50	27.00
20.1.23	Sainsburys	"	General Expenses	43.00	8.60	51.60
23.1.23	Amazon	"	Cafe Maintenance	12.49	2.50	14.99
23.1.23	Amazon	"	Cafe Maintenance	29.48	5.90	35.38
24.1.23	Chatty Cafe	"	Chatty Cafe Scheme	30.00	0.00	30.00
24.1.23	Avern Cleaning	"	Cleaning Supplies	19.99	4.00	23.99
24.1.23	Amazon	"	General Expenses	12.49	2.50	14.99
24.1.23	Bembel	"	General Expenses	12.49	0.00	12.49
24.1.23	Brandex	"	Cafe Beverages	12.28	2.46	14.74
25.1.23	Spaldings	"	Bowling Green Maintenance	73.77	14.75	88.52
				369.02	47.18	416.20
Total Payments				35,738.59	1,563.25	37,301.84