

## BERWICK-UPON-TWEED TOWN COUNCIL

**Minutes of the Town Council Finance and Resources Committee Meeting held on Monday 7 September 2009 at 6.30 pm at The Town Hall, Marygate, Berwick-upon-Tweed**

### **PRESENT:**

Councillors: J Robertson (Vice Chairman, in the Chair)  
I Hunter  
F Simpson  
J Waterhouse

### **IN ATTENDANCE:**

S Finch, Town Clerk

#### **F013/09 1. APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Councillor Bowlas; members asked that their best wishes be sent to him for a speedy recovery.

#### **F014/09 2. MINUTES**

The minutes of the meeting held on 1 June 2009 were agreed and signed as a correct record.

#### **F015/09 3. STATEMENTS BY THE PUBLIC**

There were no statements by the public.

#### **F016/09 4. DISCLOSURES OF INTEREST**

There were no disclosures of interest.

#### **F017/09 5. AUTHORISATION OF PAYMENTS**

**RESOLVED: To approve the payments appended to these minutes.**

#### **F018/09 6. FINANCIAL REPORT**

The statement of income and expenditure to 7 September 2009 was noted.

The Chairman expressed concern that there was an apparent overspend on the website. The Clerk explained that the website had been budgeted for in 2008-9 but it had not been possible to organise its commissioning within that financial year. It was therefore currently showing as an overspend in the receipts and

payments data. She also advised that whilst the infrastructure of the site was now in place, it now needed time spent on uploading data.

Members asked that if possible the site should go live in October and that a training session should be arranged for councillors. They also asked that the site's use should be monitored.

**F019/09**

**7. BUDGET PLANNING 2010-11**

It was noted that in order that the precept could be agreed in advance of the County's requirement, likely to be in January, the budget would need to be largely in place at the November meeting of Council. The Finance and Resources Committee would therefore need to discuss fully costed project submissions from other committees at its meeting on 9 November 2009.

**F020/09**

**8. STAFFING SUB-COMMITTEE**

**RESOLVED: To exclude the press and public during the discussion of this agenda item, which included issues of a personal and confidential nature.**

**RESOLVED: To agree the recommendations of the Staffing Sub-Committee held on 20 July 2009.**

**RESOLVED: To re-open the meeting to the press and public for the remainder of the meeting.**

**F021/09**

**9 .DATE OF NEXT MEETING**

The next meeting would be on 9 November 2009 at 6.30 pm in the Town Hall.

**Berwick-upon-Tweed Town Council**  
**DRAFT PAYMENTS LIST: Cheques 100048 to 100059**

VCHR	CHEQUE	CODE	NAME	DESCRIPTION	AMOUNT
14	100048	25	Viking	Stationery	£103.12
15	100049	73	Flora Simpson refund	Mayor Making	£150.00
16	100050	90	Spittal Improvement Trust	Grant	£250.00
17	100051	73	G C Grieve	Mayor's parlour visitor book	£16.99
18	100052	20	Northumberland County Council	BT Line rental reimbursement	£35.83
19	100053	29	Seahouses Development Co Ltd	Internal audit	£124.66
20	100054	16	BUT Community Dev Trust	Rent	£365.00
21	100054	17	BUT Community Dev Trust	Service Charge July-Sept 2009	£171.00
			Subtotal Cheque No. 100054		£536.00
22	100055	40	Albert Whyte	Video Mayor Making	£150.00
23	100056	90	BUT Community Dev Trust	Grant Events	£500.00
24	100057	27	Zurich Municipal Limited	Insurance	£467.17
25	100058	39	Tagish Limited	website	£3,680.00
26	100059	33	Scribe 2000 Ltd	SCRIBE2000 Software Licence	£224.25