

BERWICK-UPON-TWEED TOWN COUNCIL

Minutes of the Town Council Finance and Resources Committee Meeting held on Monday, 13 January 2014 at 6.00 pm in the Ante Room at The Town Hall, Marygate, Berwick-upon-Tweed

PRESENT:

Councillors: J Stephenson (Chairman)
P Elliott
T Forrester
G Hill
I Hunter
J Robertson
G Roughead
C Seymour

IN ATTENDANCE:

S Finch, Town Clerk

R Leetham, Finance Officer

F070/13 1. APOLOGIES FOR ABSENCE

Apologies for absence had been accepted from: Councillor G Jones (NCC North Area Committee meeting).

F071/13 2. MINUTES OF THE LAST MEETING

The minutes of the meeting held on 16 December 2013 were agreed and signed as a correct record.

Councillor G Hill wished it recorded that she did not consider the minutes to be correct.

F072/13 3. STATEMENTS BY THE PUBLIC

There were no members of the public present.

F073/13 4. DISCLOSURES OF INTEREST

All members declared a personal interest in Item 10, application made by Councillor F Simpson on behalf of Berwick Fair Trade Group.

F074/13

5. REQUEST FOR DISPENSATION

There were no requests for dispensation.

F075/13

6. AUTHORISATION OF PAYMENTS AND ORDERS

RESOLVED: To approve the payments and orders appended to these minutes.

F076/13

7. STATEMENT OF EXPENDITURE AGAINST BUDGET

The report setting out the current expenditure against budget was noted.

F077/13

8. STANDING COMMITTEE DECISIONS

There were no decisions to consider.

F078/13

9. DECISIONS MADE UNDER DELEGATED AUTHORITY

The following decision had been agreed under delegated powers (Section 101, Local Government Act 1972).

RESOLVED: The Town Council should meet 50% of the cost of a replacement boiler for the office premises at 5 The Chandlery.

F079/13

10. APPLICATIONS FOR FINANCIAL ASSISTANCE

- (i) **RESOLVED: To purchase banners to the value of £80 to donate to the Berwick Fair Trade Group.**
- (ii) **RESOLVED: Subject to no objections being raised by Councillors T Forrester or C Seymour, who had not had sight of the application considered at the Environment and Regeneration Committee [minute ER080/13], to meet costs up to a total of £2000 associated with events being organised by the Berwick Better Business Forum.**

F080/13

11. DATE OF NEXT MEETING

The next meeting would be held on Monday, 17 March 2014 at 6.00pm.

Finance & Resources Committee

Item 6
Appendix A
Monday 13th January 2014
7 January 2014 (13-14)

PAYMENTS LIST

Voucher	Code	Date	Cheque No	Description	Supplier	Net	VAT	Total
321	Gas	03/12/2013	direct debit	Gas	British Gas	45.44	2.27	47.71
322	Civic expenses	10/12/2013	debit card	Phone Credit	Joyce Benton	30.00	0.00	30.00
323	Christmas Trees	16/12/2013	100828	Christmas trees	College Valley Estates	738.00	147.60	885.60
324	Town Improvement Projects	16/12/2013	100829	Notice Board	Jansen Display	372.30	74.46	446.76
325	Stationery & Printing	16/12/2013	100830	Stationery	Viking	41.97	8.39	50.36
326	Mayor personal & official expenses	16/12/2013	100830	Stamps	Viking	100.00	0.00	100.00
327	Councillor Travel & Subsistence	16/12/2013	100830	Ink cartridges	Viking	34.48	6.90	41.38
328	Remembrance Day	16/12/2013	100831	P A Hire	PFL Audio	252.00	0.00	252.00
329	Other costs	16/12/2013	100831	P A Hire	PFL Audio	216.00	0.00	216.00
330	SSP Electricity	16/12/2013	direct debit	Electricity	British Gas	8.93	0.45	9.38
331	Website	16/12/2013	debit card	Website hosting	Web Wiz	99.50	19.90	119.40
332	Other Marketing	06/01/2014	100832	Signs	Shiel Morrison	48.00	9.60	57.60
333	Councillor Training	06/01/2014	100833	Training	Northumberland Association of Local Councils	5.00	0.00	5.00
334	Publications	06/01/2014	100833	Book	Northumberland Association of Local Councils	60.59	0.00	60.59
335	Civic expenses	06/01/2014	100834	Subscription	Guild of Macebearers	25.00	0.00	25.00
336	Photocopies	06/01/2014	100835	Photocopies	Capital Solutions	46.69	9.34	56.03
337	Gas	07/01/2014	direct debit	Gas	British Gas	15.38	0.77	16.15
338	Gas	07/01/2014	direct debit	Gas	British Gas	5.73	0.29	6.02
339	Water	07/01/2014	direct debit	Water services	Northumbrian Water	51.13	0.00	51.13
340	Telecoms	07/01/2014	direct debit	phone	BT	68.51	13.70	82.21
341	Salaries: Pension	07/01/2014	direct debit	Pension	NEST	533.61	0.00	533.61
342	Other costs	07/01/2014	100837	Christmas tree stand	Bob Lee Welding	239.86	47.97	287.83
343	Other costs	07/01/2014	100837	Christmas tree stand	Bob Lee Welding	287.07	57.41	344.48
344	Other costs	07/01/2014	100837	Christmas tree stand	Bob Lee Welding	158.56	31.71	190.27
345	IT Support	07/01/2014	100836	IT support	Northern Lab	90.00	18.00	108.00

Voucher	Code	Date	Cheque No	Description	Supplier	Net	VAT	Total
346-57	Salaries:	07/01/2014	100838	Salaries	Northumberland County Council	6,175.76	0.00	6,175.76
358	Street Furniture Maintenance	07/01/2014	100839	Painting light columns etc	A. Gibson	35.54	0.00	35.54
359	Councillor Travel & Subsistence	07/01/2014	100839	Ink cartridges	A. Gibson	59.00	0.00	59.00
360	Electricity	07/01/2014	direct debit	Electricity	Southern Electric	45.91	2.29	48.20
361	Electricity	07/01/2014	direct debit	Electricity	Southern Electric	74.21	3.71	77.92
						9,955.06	463.87	10,418.93