

# Minutes of the Virtual Finance & General Purposes Committee Meeting Held Wednesday 17 March 2021 at 6:30 PM

Those present :

Chairman : Cllr A Carr ✓

Vice-Chairman : Cllr J Sayers ✓

Councillors : Cllr S Doherty, ✓ Cllr K Hughes, ✓ Cllr T Hughes, ✓ Cllr P Mc Kinley, ✓ Cllr D Mullen ✓

Officers : D Healey, S Lawrence, A Mc Intyre

## 1 Apologies for Absence

Apologies for absence from Cllr Josh Burns & Carlsen.

## 2 Declarations of Interest

None Notified.

## 3 Public Participation.

Due to the Covid 19 pandemic public participation is submission of comments or questions to the Council prior to the meeting commencing. None received.

## 4 To Confirm the Minutes of the Last Meeting

**RESOLVED that the Minutes of the meeting held on 9th December 2020 for Finance & General Purposes Committee were approved as a correct record.**

## 5 Treasurer's Report and Financial Statements

The Finance Officer reported that all budgets are currently showing an under spend. The Community Support & Engagement budget is showing a largest underspend due to covid, there will be a reduced underspend due to salary payments. The Finance Officer also informed the remaining amount of Section 106 monies. The expenditure shows the cost of the refurbishment of Glenn Park. Members was reminded the remainder needs to be spent by the end of 2021 to meet our obligation to Sefton.

Cllr informed the remainder of the monies is committed to the fencing panels at Maghull Train Station. Due to Covid there is a delay. Finance officer informed the monies will be transferred to the new financial year and reserved for the fencing.

**RESOLVED that The Financial Statements as of 28th February 2021 be noted.**

## 6 Risk Register 2021 Report

The Finance Officer informed the Risk Register must be reviewed annually. As part of that review the Neighbourhood Plan is included in the Risk Register following its successful adoption in 2019. The RFO has increased the risk to the Council to high due to proposals to build 1700 homes on land East of Maghull. The Register can be requested by the External Auditor as part of their Assurance checks and must be up to date. It is appropriate for Finance & General Purposes Committee to review and agree the Register as part of their audit function.

**RESOLVED that:-**

1. Members agreed the Risk Register and its contents;
2. That the report be noted.

## 7 Disposal of Assets Policy 2021 Report

Town Clerk informed MTC owns various assets, assets will break beyond economic repair, will become outdated or will become surplus to requirements. In such circumstances clarity is needed, firstly in terms of who decides when council owned assets should be disposed of and secondly, the process by which the asset is actually disposed. Within the Disposal of Asset Policy 2021, officers have referred to existing governance documents Standing Orders, Scheme of Delegation and Financial Regulations.

**RESOLVED:-**

1. Members agreed the Disposal of Assets Policy 2021;

**2. Members Agreed to recommend to Full Council amendment of Council's Financial Regulations and Scheme of Delegation; to reflect those amendments highlighted within the proposed Disposal of Assets Policy 2021.**

**3. That the report be noted.**

## **8 Reserves Policy**

The Town Clerk informed MTC does not have a formal Reserves policy which has been agreed by Council. It was decided at the Budget Council meeting on 27th January 2021 that a Reserves Policy would be presented to Finance & General Purposes Committee in order to formalise how and when Reserves would be used to assist with the budget process. A Reserves Policy forms part of the financial management documentation of the Council.

**RESOLVED:-**

**1. Members agreed the Reserves Policy;**

**2. That the report be noted.**

## **9 Anti-fraud and Corruption Policy**

The Town Clerk informed MTC is required to have strong financial management systems in place to ensure that and funds received are treated in a sound financial manner. The Anti-fraud & Corruption Policy strengthens the core financial documentation to reduce the risk of fraud and corruption within the Council. The policy applies equally to officers and members who have equal responsibility to manage public finances well and to ensure that all possible measures are put in place to safeguard public monies.

**RESOLVED:-**

**1. Members agreed the Anti-fraud & Corruption Policy;**

**2. That the report be noted.**

## **10 Chairs Report**

Wished all a happy St Patricks day.

## **11 Exclusion of Press & Public**

**RESOLVED that the press and public be excluded due to confidential nature of the item under discussion.**

## **12 Debtors to the Council**

The Finance Officer informed as it is coming to the end of the financial year the recommendation to the Council write off debt which cannot be recovered. The Running Horses Football Club were issued an invoice for the season 19/20. Unfortunately the club has folded and we are unlikely to ever recover the debt therefore A recommendation to write off the debt of £300.00. A brief update of all debtors was explained.

Cllrs raised concerns and informed debtors policy must be followed.

**RESOLVED:-**

**1. Members Reviewed the position of bad debtors;**

**2. Members Agreed to authorise the writing off of 1 bad debt;**

**3. To note the contents of the report.**

