

# Minutes of the Finance & General Purposes Committee Meeting Held Wednesday 30 March 2022 at 6:30 PM

Those present :

Chairman : Cllr J Sayers

Councillors : Cllr K Hughes, Cllr T Hughes, Cllr P Mc Kinley

Officers : D Healey, S Lawrence

**1 Apologies for Absence**

Apologies were received from Cllr J Desmond.

**2 Declarations of Interest**

None Received.

**3 Public Participation.**

None attended.

**4 To Confirm the Minutes of the Last Meeting**

**RESOLVED** that the minutes of the meeting held on 5th January 2022 for Finance & General Purposes Committee were approved as a correct record.

**5 Treasurer's Report and Financial Statements**

Members were informed that the Council was approaching year end and this would show an overall underspend. MTC had agreed to spend £100,000 on park upgrades and these commenced in March 2022 thereby covering two financial years but would be paid from earmarked reserves. The upgrades were due to commence earlier but the supplier had had difficulty obtaining some of the equipment and parts.

Members discussed the underspend and the most appropriate way of ensuring that robust financial procedures were in place to make sure that allocated funding for 2021-22 was used appropriately. This would involve using officers' delegated authority to utilise any underspend on allocated projects which would mean that they were not a drain on the forthcoming financial years' resources.

**RESOLVED** that:-

- 1. The underspend at year end be utilised within Earmarked Reserves to be allocated to any projects started in the financial year 2021-22;**
- 2. The Earmarked Reserves utilised be ratified at the next appropriate F&GP meeting;**
- 3. The Financial Statements as of 28th February 2022 be noted.**

**6 Risk Register**

Members were informed that the Risk Register must be reviewed annually. As part of that review the Neighbourhood Plan was included in the Risk Register following its successful adoption in 2019. It was appropriate for Finance & General Purposes Committee to review and agree the Register as part of their audit function.

Members considered the items detailed in the Risk Register, including whether the loss of Personnel was appropriate at a Medium risk. Members agreed to amend the risk as High.

**RESOLVED** that:-

- 1. Members agreed that the item "The Loss of Personnel" be amended to high**

risk;

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

**7 Health & Safety Report**

Members were informed that in July 2021, Peninsula Health & Safety Consultants completed a review of Health & Safety arrangements for Maghull Town Council and submitted an action plan with varying timescales for completion. To help drive improvement, a Health & Safety Working Group was established comprised of councillors and officers. This group was chaired by the Amenities Manager – however a new chair will need to be elected owing to the Amenities Manager leaving in April 2022.

Officers have commenced actions under the action plan. The Finance Officer informed Members that a number of Health & Safety training courses were in the process of being arranged. An update would be provided at the next appropriate F&GP Meeting.

**RESOLVED that the report be noted.**

**8 Chairman's Closing Comments**

None Given.

**9 Exclusion of Press & Public**

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

**10 Debtors to the Council**

Members were provided with a brief update of the debtors report. As MTC are coming to year end it would be poor financial management to continue to hold debts which have no reasonable chance of being paid. Therefore, writing off the bad debts should be considered.

Members agreed no debts should be written off at this time, and that the Debtors Policy should continue to be followed.

**RESOLVED that the contents of the report be noted.**


**11 Update on Leases**

Members received an update regarding the progression of the various leases within MTC. Members agreed the Tennis Club needed to provide a copy of their accounts for due diligence, before the lease could be progressed.

**RESOLVED that**

- 1. The Tennis Club needed to provide a copy of their latest accounts before their lease could be progressed;**
- 2. The report be noted.**

CHAIR

  
20/7/22.