

Minutes of the Finance & General Purposes Committee Meeting Held Wednesday 20th July 2022 at 6:30 PM

Those present :

Chairman : Cllr P Mc Kinley

Vice-Chairman : Cllr A Carr

Councillors : Cllr C Carlsen, Cllr J Desmond, Cllr K Hughes, Cllr T Hughes, Cllr B Nixon,
Cllr J Sayers

Officers : P Dillon, D Healey, S Lawrence, A Mc Intyre

1 Election of Chair and Vice Chair

RESOLVED that members agreed and appointed Cllr P McKinley as Chair of Finance & General Purposes Committee 2022-23, and Cllr A Carr as Vice Chair.

2 Apologies for Absence

None received.

3 Declarations of Interest

None received.

4 Public Participation.

None Notified.

5 To Confirm the Minutes of the Last Meeting

RESOLVED that the minutes of the meeting held on 30th March 2022 for Finance & General Purposes Committee were approved as a correct record.

8 Health & Safety Report

The Community Services Manager informed members following the finalisation of MTC Health and Safety policy, an operational review of MTC's current health and safety processes, to ensure MTC conform with HSE regulations in terms of employee and contractor management. In doing so, MTC have conducted a gap analysis on our performance and require approval for Emergency Evacuation process and Lone Working.

RESOLVED that:-

1. All agreed the Emergency Evacuation Plan and Lone working risk assessment;
2. Approved the documents for adoption by MTC with immediate affect;
3. The report be noted.

The Community Services Manager left the meeting.

6 Treasurer's Report and Financial Statements Year end

The Finance Officer informed members last financial year MTC continued upgrading work on the Planned Asset Maintenance 5-year plan. The Town Hall was re-wired with new lighting and a new alarm installed. Old Hall Park play equipment upgrade was completed in March 2022 and further upgrades would be completed in the new financial year. MTC overall was underspent by £38,766.49;



this would be currently held in retained balances. This was due to several factors: the Community Services Team were unable to do complete planned projects and other activities due to the pandemic; the Facilities Team made a saving on the salaries budget; a grant from Mersey Forest for the tree project was received. The sale of a Kubota and a very old vehicle also provided additional funds. The Planned Asset Maintenance budget was overspent, however, overall there was an underspend.

The Finance Officer recommended that £4,650 be transferred to Vehicle and Machinery reserve to use towards funding for future vehicles that are required. A former Mayor had made a donation of £1,436.15 to MTC. However, not all of this donation had been spent and had formed part of the retained balances. The remaining amount of £33,398.42 to be transferred to Earmarked Reserves. There was currently £11,561.16 in the S106 account.

RESOLVED that:-

- 1. The underspend of £33,398.42 be transferred to Earmarked Reserves;**
- 2. The Financial Statements as of 31st March 2022 be noted.**

7

Treasurer's Report and Financial Statements New financial year

Members were informed that it was too early in the year to predict trends other than the income across all departments was likely to be low.

- Town Hall - Expenditure on some nominal codes was showing higher than expected due to paying a yearly contract fee. The budget continued to be monitored robustly.
- Facilities - This year there has been extensive improvement in the Town Council's Playground Equipment, and this was reflected in the expenditure. There was also a focus on Health and Safety and there was likely to be an overspend on this nominal code.
- Community Services - The income would be from Pinder's Circus, and the Fairground. The team are preparing for Maghull Fest and expenditure would increase on the events nominal code 5331.
- Planned Asset Maintenance - This was a new budget created to ensure MTC assets were maintained and improved. Last year through robust financial management one of the parks equipment was upgraded Old Hall. Sefton Council had agreed to provide Ward Park funding for Latham Park, Mersey Ave Park, Moss Park in this financial year. The RFO had drawn down £41,000.00 from reserves and will monitor the budgets.
- The Asset Maintenance Plan - A new Air Conditioning has been installed, quotes are being sought for the stair carpet and the roof. Although the roof is not on the plan it has become necessary to do it, as heavy rain causes leaks in the main office, around the lift and in the Venue.

Cllrs discussed the report and a proposal to request annual charge of £10,000 from Meadows Leisure Centre for Customer parking and provide alternative parking to Meadows employees at Old Hall.

RESOLVED that:-

- 1. Town Clerk to request annual charge of £10,000 from Meadows Leisure Centre for Customer parking and provide alternative parking to Meadows**



- employees at Old Hall playing fields;
2. The Financial statements as of 30th June 2022 be noted.

Cllr Carlsen left the meeting.

9 Confirmation of Personnel Sub Committee

Members were informed the Personnel Sub Committee was a sub-committee of the Finance and General Purposes Committee. This Committee now needed to meet and as such its membership needed to be agreed. Cllrs suggested following:

- Cllr S Doherty - Labour Party
- Cllr T Hughes - Independent Party
- Cllr A Carr - Independent Party
- Cllr J Sayers - Independent Party
- Cllr Chris Carlsen - Labour Party

RESOLVED that:-

1. The members of the Personnel Sub Committee be agreed as detailed above for the forthcoming municipal year;
2. The report be noted.

10 Chairman's Closing Comments

No report given.

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 members there is only 1 outstanding debtor. Cllr discussed under the circumstances to write off the debt owed by the debtor.

RESOLVED that:-

1. All agreed to write off the bad debt;
2. The report be noted.



CHAIR

