

**NOTICE IS HEREBY GIVEN to attend a Meeting of the Full Council which will be held in the COUNCIL CHAMBER at MAGHULL TOWN HALL on Wednesday 28th June 2023 at 6:30 PM**

**Note:** *DECLARATIONS OF INTEREST – If a Member requires advice on any item involving a possible declaration of interest which could affect his/her ability to speak and/or vote, he/she is advised to contact the Town Clerk at least 24 hours in advance of the meeting.*

**1 Apologies For Absence**

**2 Declarations of Interest**

**3 Public Participation.**

Members of Maghull in Bloom attending

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

Members are asked to confirm the minutes of the meeting held on 17th May 2023 (pages 1 - 4)

**5 Minutes for Noting**

Members are asked to note minutes of Community Services Committee on 8th March 2023 (pages 5 - 7)

**6 Civility and Respect Pledge**

Members are asked to sign the pledge (pages 8 - 10)

**7 AGAR - Annual Return to External Auditor**

Members are asked to approve the AGAR for the financial year 2022-23 (pages 11 - 16)

**8 Business Plan 2023- 2027**

Members are asked to consider the Business Plan for 2023 - 2027 (pages 17 - 26)

**9 Planning Applications.**

Members are asked to consider the application for Town Hall and Playing Fields, Hall Lane, Maghull, L31 7BB. Advertisement consent for the display of 1 No. Illuminated hoarding sign Application number DC/2023/00930 and any other applications which are received.

## **10 Grant Application - Maghull In Bloom**

Members are asked to consider the grant application from Maghull in Bloom for the current financial year (pages 27 - 31)

## **11 Chair's Report**

A handwritten signature in cursive script, appearing to read "A. McIntyre".

Miss A. McIntyre FSLCC  
Town Clerk

# Minutes of the Full Council Meeting Held Wednesday 17th May 2023 at 6:30 PM

Those present :

Mayor : Cllr K Hughes

Deputy Mayor : Cllr Jo Burns

Councillors : Cllr L Birchall, Cllr G Birchall, Cllr P Brougham, Cllr P Darlington, Cllr J Desmond, Cllr R Ferguson, Cllr D Leatherbarrow, Cllr M Lock, Cllr S May, Cllr C Parker, Cllr C Purcell, Cllr J Sayers

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

## 1 Election of Chair

*It was PROPOSED by Cr Lock, SECONDED by Cr Desmond that Councillor Hughes be elected as Chair of Maghull Town Council for the forthcoming municipal year  
AGREED.*

## 2 Election of Town Mayor

It was *AGREED* that Cllr Hughes be elected to the Office of Town Mayor for the ensuing year. Cllr Hughes confirmed his acceptance of this nomination, he agreed to sign the **Declaration of Acceptance of Office** which was duly witnessed and signed by the Town Clerk.

## 3 Appointment of Deputy Town Mayor

It was PROPOSED by Cllr Sayers that Cllr Darlington be nominated as Deputy Mayor of Maghull Town Council for the forthcoming municipal year. Cllrs voted:- For - 2 Cllrs. Proposal therefore failed and did not carry.

It was PROPOSED by Cllr Parker, SECONDED by Cllr Desmond that Cllr Burns be elected as Deputy Mayor of Maghull Town Council for the forthcoming municipal year. Cllrs voted:- **For - 7 Cllrs**, Against - 0, Abstain - 0. Proposal carried.

Cllr Burns confirmed his acceptance of this nomination and was duly invested with the **Badge of Office**.

## 4 Apologies For Absence

Apologies have been received from Cllr McKinley, Cllr McCormack.

## 5 Declarations of Interest

None Received.

## 6 Public Participation.

None Notified.

## 7 To Confirm the Minutes of the Last Meeting

**RESOLVED** that the minutes of the Full Council Meeting of Council held 26th April 2023 were approved as a correct record.

**8 Review of Core Documents**

Members were informed MTC has a series of Core Documents which govern how the Council conducts its business. The documents were the Constitution, Financial Regulations and Scheme of Delegation. There have not been any significant changes to the legislation and therefore, the documents remain the same as last year.

**RESOLVED that:-**

- 1. Members agreed the Core Documents (Constitution, Financial Regulations and Scheme of Delegation) for the forthcoming municipal year;**
- 2. That the report be noted.**

**9 Adoption of the Power of General Competence**

**RESOLVED that Adoption of Power of General Competence was approved.**

**10 Member/Officer Protocol**

Members were informed of the member/officer protocol and the role of leader documents to be reviewed.

**RESOLVED that:-**

- 1. Members agreed the member/officer protocol and the role of leader;**
- 2. That the report be noted.**

**11 Political Balance Report**

The Town Clerk informed Council that it needed to agree the political balance of the Council and agree the composition of its attendant committees.

**RESOLVED that:-**

- 1. The composition of the political groups, the Labour Group - 13 Members and the Independent Group - 3 Members be noted;**
- 2. The options for the Committees be determined and constituted with the Terms of Reference and delegated powers as detailed in the Constitution; all members agreed.**
- 3. The number of seats on the various Committees for the 2023-24 Municipal Year; all members agreed;**
- 4. Council confirmed the allocation of seats to the political groups and made appointments to fill the seats in accordance with Sections 15 and 16 of the Local Government and Housing Act 1989;**
- 5. Council appointed a Chair of each of the various Committees for the 2023-24 Municipal Year;**
- 6. The report be noted.**

**12 Appointment of Leader of the Council**

It was PROPOSED by Cllr Burns that Cllr Parker be elected as Leader of the Council for the ensuing year. This was SECONDED by Cllr Brougham. Proposal carried.

It was PROPOSED by Cllr Lock that Cllr Brougham be elected as Deputy Leader of the Council for the ensuing year. This was SECONDED by Cllr Desmond. Proposal carried.

**RESOLVED** that Cllr Parker be appointed as Leader of Maghull Town Council and Cllr Brougham as Deputy Leader of Maghull Town Council for the forthcoming municipal year.

**13 Appointment of Committees, Membership and Substitution Arrangements for the Municipal Year 2023/24**

**It was RESOLVED that Membership of committees would be as follows:**

**1. Finance & General Purposes:** Cllr Lock (Chair), Cllr Hughes (Mayor), Cllr L Birchall, Cllr Burns, Cllr J Desmond, Cllr McCormack, Cllr Parker, Cllr McKinley, Cllr Sayers.

**Community Services:** - Cllr Ferguson (Chair), Cllr G Birchall, Cllr L Birchall, Cllr Leatherbarrow, Cllr May, Cllr Parker, Cllr Purcell, Cllr Darlington, Cllr McKinley.

**Amenities:** - Cllr Burns (Chair), Cllr Hughes (Mayor), Cllr G Birchall, Cllr Brougham, Cllr Desmond, Cllr Leatherbarrow, Cllr Lock, Cllr Parker, Cllr Darlington, Cllr Sayers.

- 2. Any vacancy that resulted on a Committee within the municipal year be delegated to the Town Clerk in conjunction with the Leader and Deputy Leader of the Council to fill;**  
**3. The report be noted.**

**14 Appointment of Representatives on External Bodies**

**It was RESOLVED that Maghull Town Council's Representatives on external organisations be appointed as follows:**

- **Sefton Rights of Way Liaison Group** – Cllr Ferguson
- **Maghull in Bloom** – Cllr Lock
- **Maghull Parish Hall** – Cllr Brougham
- **MALC** - Cllr Desmond

**15 Municipal Calendar 2023/24**

**RESOLVED** that members all agreed the Municipal Calendar for 2023-24.

**16 Invitation to Members Representing Maghull on Sefton MBC, To Attend Meetings of The Council**

**RESOLVED** that members representing Maghull on Sefton MBC, receive papers electronically for full council.

**17 Report on Sefton Borough Council Matters**

**RESOLVED** that all members agreed the reporting on Sefton Borough Council Matters be removed from upcoming agendas.

**Chair's Report**

Cllr Hughes welcomed new members and stated that he would like the Council work to together as a team going forward. Also a huge appreciation and a note of thanks to Cllr June Burns for her hard work and service for Maghull Town Council over the past 10 years.

Statement by Councillor Burns, Mayor Maghull Town Council 2022-23. Councillor Burns thanked the Cllrs for giving him the opportunity to be Mayor. This was a great achievement for him and boosted his confidence as the first Citizen of Maghull. As the Civic Mayor he particularly enjoyed celebrating the Queens Jubilee and unfortunately the passing of her Majesty. Also celebrating the Kings coronation.

CHAIR

# **Minutes of Community Services Committee Held Wednesday 8th March 2023 at 6:30 PM**

Those present :

Chairman : Cllr Y Sayers

Councillors : Cllr S Doherty, Cllr R Ferguson, Cllr P Mc Kinley, Cllr B Nixon, Cllr F Sharp

Officers : P Dillon, S Larking

**1 Apologies for Absence**

Apologies have been received from Cllr Ju Burns, Cllr P Darlington

**2 Declarations of Interest**

Cllr Sharp declared an interest in Agenda Item 8 as Chair of Friends of Maghull and District. Cllr Doherty reported that he was now working for Citizens Advice.

**3 Public Participation.**

None notified.

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

**RESOLVED** that the minutes of the meeting held on 16th November 2022 be approved as a correct record.

**5 Community Services Winter Programme Review 2022/23**

Members noted the following report from the Community Services Manager:

- Christmas Fayre: Successful event attended by 400-500 people
- Christmas Tree Switch on: Held after Christmas Fayre. Went well, over 200 people attended. Would like to link to events in the future
- Christmas Hampers: 110 hampers provided. Nominations received from a range of partners and local organisations. Working together has an impact. Helped by Home Bargains who stepped in at short notice due to changes to Community Champion in Morrisons. Overwhelmingly positive response to hampers
- Christmas Window Competition: More shops involved. Mayor of Maghull and Cllr Sharp judged the competition. It was very close. Flower Guy won. Positive feedback

Evolve, through Town Team, are considering a Christmas Tree at the Square. Need to clarify what they want from the Town Council

**RESOLVED** that the report be noted.

**6 Future Events**

Members noted the following:

- Civic Awards: Event had been successful. Lots of positive feedback. Video of Hudson School winning on Smith Brothers Foundation site. Will keep the event in February
- Maghullfest 2023: Will hold on 12th or 19th August, subject to other events on these dates. Looking for a main attraction e.g. dog show, car show or motor cycle display
- Funfairs: Sharlands and Silcocks would like to return to KGV Park. Propose that License fee is increased from £800 to £1,000.00
- 



- Circus not returning in 2023 due to ASB issues
- Youth Network. Cllr Darlington keen to pursue and happy for Members to send ideas to him
- Maghull Press: Second edition to be issued early March. New distributors. Will be available on-line later in the week. Next edition to be issued in August. Feedback positive on first edition
- Maghull Radio: Smith Brothers Foundation would like to host a 24 hr radiothon to raise money for mental health charities and raise the profile of Maghull Radio. Request for MTC to meet the costs of security approximately £350.00
- Glenn Park: Gamboling Arena Theatre returning with another show on Thursday 6th April - Pat the Painting Pig. It is an interactive show. Waiting for publicity material to promote on social media

In response Cllrs noted the following:

- Good atmosphere at Civic Awards. Young people made the night. Could ask nominees to do short video clips for future events.
- Cllr Nixon to explore with a local car club if they could arrange a car show at Maghullfest

#### **RESOLVED that**

- 1. Charge for land licence for events at KGV Park to increase to £1,000**
- 2. Funding agreed up to £350 towards security for Radiothon**
- 3. The report be noted**

7

#### **Extension of Cosy Club**

The Community Services Manager reported that the Cosy Club, on Monday afternoons, was popular with consistently high attendance - 60+ most weeks. As well as hot food there is entertainment e.g. Bingo. The Venue Licensee has cooked the food but not charged for her time. Sefton CVS have offered an opportunity to extend the Cosy Club, within existing resources until the end of April. A survey of attendees found that the main reason for people attending is for social interaction. Attendees have asked if the Club can continue. There is an Easter Party on 3rd April. After a break for a few weeks over Easter the proposal is that the Club moves to a coffee afternoon over the Summer ( to end of July) with some entertainment. Estimated cost is £700.

In response Cllrs noted that it was important to keep the momentum of the Club going and that the Echo is interested in a case study.

#### **RESOLVED that:**

- 1. An extension to the Cosy Club until the end of April**
- 2. Funding up to £700.00 for coffee afternoons until the end of July 2023**
- 2. The report be noted**

8

#### **Grant Award Update**

The Community Services Manager reported that Friends of Maghull and District (FOMD) have applied for a grant of £500 towards 5 standard trees in Central Square. Trees to be provided by Mersey Forest with a 5% discount. Town Clerk agreed in principle to funding if balance secured. Cllr Sharp reported that funding secured from Evolve, Maghull and Aughton Rotary Club and Maghull in Bloom. Some work to be done by contractors so trees can be planted (tarmac to be removed. Evolve arranging) and irrigation pipes to be installed. Cllr Sharp assured



Members that it would be 30 years before maintenance required on the trees.

**RESOLVED that the report be noted**

**9**

**Chair's Report**

Cllr McKinley noted the following:

- Sefton Council had held their budget meeting. Cllrs McKinley and Wilson had voted against the budget. A request for a vote to have unallocated New Homes Bonus money allocated to Maghull was declined. Still waiting for an acknowledgement/response to the letter from Town Clerk to the Leader of Sefton Council about the Fair Deal for Maghull
- Maghull Advice Centre (MAC) is open and going well. 67 people had attended to date. A range of services available including legal advice and benefits advice. Services provided by Big Help, Sefton CVS, Vauxhall Law Centre, Solicitors (Bell Lamb & Jynson) and Mental Health support (Barry Nixon). A Cllr Surgery is held on Wednesday mornings. Paper referral system for Big Help and Vauxhall Law Centre. Looking at an on line referral system. Waiting for a phone number for the Centre. Bid, via Friends of Maghull and District, for funding to Liverpool City Region Digital Connectivity Fund to help create a small IT suite at MAC
- Sefton Community Learning Service is running workshops and courses In April and May at the Town Hall.

**RESOLVED that the report be noted.**



CHAIR

**Report to:** Full Council  
**Date of Meeting:** 28<sup>th</sup> June 2023  
**Agenda Item Number** 6  
**Subject:** Civility and Respect Pledge  
**Report of:** Town Clerk  
**Exempt / Confidential** No  
**Report:**

## Summary

The Civility and Respect Pledge is an initiative brought by the Local council Sector to encourage good behaviour amongst councillors and staff so that the working environment for all is professional and considerate. MTC has all the systems in place to allow it to sign the Pledge.

<b>Maghull Town Council Priority</b>	<b>Yes/No</b>
1. Development and Protect the Community	Yes
2. Develop Parks and Green Spaces	No
3. Value for Money and Enterprising Council	Yes
4. Develop Leisure and Activity for All	No
5. Develop/support Community Services and Groups	No
6. Support Culture and Heritage	Yes
7. Health and Wellbeing Programme	Yes
8. Statutory Requirement	No

## Recommendation(s)

1. That Members agree to sign the Pledge;
2. The report be noted.

## Reasons for Recommendation(s)

The Council has all the systems in place to be able to sign the Pledge and there is no reason not to promote better working standards in the Sector.

## Alternative Options Considered and Rejected

The Council chooses not to sign the Pledge.

## What will it cost and how will it be financed?

### (A) Revenue

None

### (B) Capital

None

## Implications of Recommendations:

<b>Financial Implications</b>	None
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<b>Resource Implications</b>	Already budgeted within the training programmes of the Council
<b>Legal Implications</b>	Localism Act 2011, LGA 1972
<b>Equality &amp; Diversity Implications</b>	None

### **Implementation Date for Decision**

Immediately following the Council meeting.

### **Appendices**

None

### **Background Papers**

Dignity at Work Policy

<b>Contact Officer</b>	Angela McIntyre
<b>Telephone Number</b>	0151 526 3705
<b>Email Address</b>	Angela.mcintyre@maghull-tc.gov.uk

## **1. Background**

### **Definition of Civility and Respect**

Civility means politeness and courtesy in behaviour, speech, and in the written word.

Examples of ways in which you can show respect are by listening and paying attention to others, having consideration for other people's feelings, following protocols and rules, showing appreciation and thanks, and being kind.

The National Association of Local Councils (NALC), the Society of Local Council Clerks (SLCC), and One Voice Wales (OVW), believe now is the time to put civility and respect at the top of the agenda and start a culture change for the local council sector.

By our council signing up to the civility and respect pledge we are demonstrating that our council is committed to treating councillors, clerks, employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect in their role.

Signing up is a simple process, which requires councils to register and agree to the following statements:

Statement	Tick to agree
Our council has agreed that it will treat all councillors, clerk and all employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect in their role.	✓
Our council has put in place a training programme for councillors and staff	✓
Our council has signed up to Code of Conduct for councillors	✓
Our council has good governance arrangements in place including, staff contracts, and a dignity at work policy.	✓
Our council will commit to seeking professional help in the early stages should civility and respect issues arise.	✓
Our council will commit to calling out bullying and harassment when it happens.	✓
Our council will continue to learn from best practice in the sector and aspire to being a role model/champion council e.g., via the Local Council Award Scheme	✓
Our council supports the continued lobbying for the change in legislation to support the Civility and Respect Pledge, including sanctions for elected members where appropriate.	✓

By signing this pledge MTC would be the first Local Council in Sefton to sign the Pledge and the second in Merseyside. Halewood TC has already signed the Pledge.

**Recommendation(s):-**

- 1. That Members agree to sign the Pledge;**
- 2. The report be noted.**

# Annual Governance and Accountability Return 2022/23 Form 3

To be completed by Local Councils, Internal Drainage Boards and other Smaller Authorities\*:

- where the higher of gross income or gross expenditure exceeded £25,000 but did not exceed £6.5 million; or
- where the higher of gross income or gross expenditure was £25,000 or less but that:
  - are unable to certify themselves as exempt (fee payable); or
  - have requested a limited assurance review (fee payable)

## Guidance notes on completing Form 3 of the Annual Governance and Accountability Return 2022/23

1. Every smaller authority in England that either received gross income or incurred gross expenditure exceeding £25,000 **must** complete Form 3 of the Annual Governance and Accountability Return at the end of each financial year in accordance with *Proper Practices*.
2. **The Annual Governance and Accountability Return is made up of three parts, pages 3 to 6:**
  - The **Annual Internal Audit Report** **must** be completed by the authority's internal auditor.
  - **Sections 1 and 2** **must** be completed and approved by the authority.
  - **Section 3** is completed by the external auditor and will be returned to the authority.
3. The authority **must** approve Section 1, Annual Governance Statement, before approving Section 2, Accounting Statements, and both **must** be approved and published on the authority website/webpage **before 1 July 2023**.
4. An authority with either gross income or gross expenditure exceeding £25,000 or an authority with neither income nor expenditure exceeding £25,000, but which is unable to certify itself as exempt, or is requesting a limited assurance review, **must** return to the external auditor by email or post (not both) **no later than 30 June 2023**. Reminder letters will incur a charge of £40 +VAT:
  - the Annual Governance and Accountability Return Sections 1 and 2, together with
  - a bank reconciliation as at 31 March 2023
  - an explanation of any significant year on year variances in the accounting statements
  - notification of the commencement date of the period for the exercise of public rights
  - Annual Internal Audit Report 2022/23

Unless requested, do not send any additional documents to your external auditor. Your external auditor will ask for any additional documents needed.

Once the external auditor has completed the limited assurance review and is able to give an opinion, the Annual Governance and Accountability **Section 1, Section 2 and Section 3 – External Auditor Report and Certificate** will be returned to the authority by email or post.

## Publication Requirements

Under the Accounts and Audit Regulations 2015, authorities must publish the following information on the authority website/webpage:

Before 1 July 2023 authorities **must** publish:

- Notice of the period for the exercise of public rights and a declaration that the accounting statements are as yet unaudited;
- **Section 1 - Annual Governance Statement 2022/23**, approved and signed, page 4
- **Section 2 - Accounting Statements 2022/23**, approved and signed, page 5

Not later than 30 September 2023 authorities **must** publish:

- Notice of conclusion of audit
- **Section 3 - External Auditor Report and Certificate**
- **Sections 1 and 2 of AGAR** including any amendments as a result of the limited assurance review.

It is recommended as best practice, to avoid any potential confusion by local electors and interested parties, that you also publish the Annual Internal Audit Report, page 3.

The Annual Governance and Accountability Return constitutes the annual return referred to in the Accounts and Audit Regulations 2015. Throughout, the words 'external auditor' have the same meaning as the words 'local auditor' in the Accounts and Audit Regulations 2015.

\*for a complete list of bodies that may be smaller authorities refer to schedule 2 to the Local Audit and Accountability Act 2014.

# Guidance notes on completing Form 3 of the Annual Governance and Accountability Return (AGAR) 2022/23

- The authority **must** comply with *Proper Practices* in completing Sections 1 and 2 of this AGAR. *Proper Practices* are found in the *Practitioners' Guide*\* which is updated from time to time and contains everything needed to prepare successfully for the financial year-end and the subsequent work by the external auditor.
- Make sure that the AGAR is complete (no highlighted boxes left empty) and is properly signed and dated. Any amendments must be approved by the authority and properly initialled.
- The authority **should** receive and note the Annual Internal Audit Report before approving the Annual Governance Statement and the accounts.
- Use the checklist provided below to review the AGAR for completeness before returning it to the external auditor by email or post (not both) no later than 30 June 2023.
- The Annual Governance Statement (Section 1) must be approved on the same day or before the Accounting Statements (Section 2) and evidenced by the agenda or minute references.
- The Responsible Financial Officer (RFO) must certify the accounts (Section 2) before they are presented to the authority for approval. The authority must in this order; consider, approve and sign the accounts.
- The RFO is required to commence the public rights period as soon as practical after the date of the AGAR approval.
- **You must inform your external auditor about any change of Clerk, Responsible Financial Officer or Chairman, and provide relevant authority owned generic email addresses and telephone numbers.**
- Make sure that the copy of the bank reconciliation to be sent to your external auditor with the AGAR covers all the bank accounts. If the authority holds any short-term investments, note their value on the bank reconciliation. The external auditor must be able to agree the bank reconciliation to Box 8 on the accounting statements (**Section 2, page 5**). An explanation **must** be provided of any difference between Box 7 and Box 8. More help on bank reconciliation is available in the *Practitioners' Guide*\*.
- Explain fully significant variances in the accounting statements on **page 5**. Do not just send a copy of the detailed accounting records instead of this explanation. The external auditor wants to know that you understand the reasons for all variances. Include complete numerical and narrative analysis to support the full variance.
- If the bank reconciliation is incomplete or variances not **fully** explained then additional costs may be incurred.
- Make sure that the accounting statements add up and that the balance carried forward from the previous year (Box 7 of 2022) equals the balance brought forward in the current year (Box 1 of 2023).
- The Responsible Financial Officer (RFO), on behalf of the authority, **must** set the commencement date for the exercise of public rights of 30 consecutive working days which **must** include the first ten working days of July.
- The authority **must** publish on the authority website/webpage the information required by Regulation 15 (2), Accounts and Audit Regulations 2015, including the period for the exercise of public rights and the name and address of the external auditor **before 1 July 2023**.

Completion checklist – 'No' answers mean you may not have met requirements		Yes	No
All sections	Have all highlighted boxes have been completed?	✓	
	Has all additional information requested, including <b>the dates set for the period for the exercise of public rights</b> , been provided for the external auditor?	✓	
Internal Audit Report	Have all highlighted boxes been completed by the internal auditor and explanations provided?	✓	
Section 1	For any statement to which the response is 'no', has an explanation been published?	✓	
Section 2	Has the Responsible Financial Officer signed the accounting statements before presentation to the authority for approval?	✓	
	Has the authority's approval of the accounting statements been confirmed by the signature of the Chairman of the approval meeting?	✓	
	Has an explanation of significant variations been published where required?	✓	
	Has the bank reconciliation as at <b>31 March 2023</b> been reconciled to Box 8?	✓	
	Has an explanation of any difference between Box 7 and Box 8 been provided?	✓	
Sections 1 and 2	Trust funds – have all disclosures been made if the authority as a body corporate is a sole managing trustee? <b>NB:</b> do not send trust accounting statements unless requested.	✓	

**\*Governance and Accountability for Smaller Authorities in England – a Practitioners' Guide to Proper Practices**, can be downloaded from [www.nalc.gov.uk](http://www.nalc.gov.uk) or from [www.ada.org.uk](http://www.ada.org.uk)

# Annual Internal Audit Report 2022/23

## MAGHULL TOWN COUNCIL

ENTER PUBLICLY AVAILABLE WEBSITE/WEBPAGE ADDRESS [www.maghull-tc.gov.uk](http://www.maghull-tc.gov.uk)

During the financial year ended 31 March 2023, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2022/23 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.			✓
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic bank account reconciliations were properly carried out during the year.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. If the authority certified itself as exempt from a limited assurance review in 2021/22, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2021/22 AGAR tick "not covered")	✓		
L. The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.	✓		
M. In the year covered by this AGAR, the authority correctly provided for a period for the exercise of public rights as required by the Accounts and Audit Regulations (during the 2022-23 AGAR period, were public rights in relation to the 2021-22 AGAR evidenced by a notice on the website and/or authority approved minutes confirming the dates set).	✓		
N. The authority has complied with the publication requirements for 2021/22 AGAR (see AGAR Page 1 Guidance Notes).	✓		
<b>O. (For local councils only)</b> Trust funds (including charitable) – The council met its responsibilities as a trustee.	Yes	No	Not applicable
			✓

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken

Name of person who carried out the internal audit

06/06/2023 TO 26/06/2023

LEE WALKER INTERNAL AUDITOR

Signature of person who carried out the internal audit

*Lee Walker*

Date

26/06/2023

**\*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).**

**\*\*Note:** If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned; or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).

## Section 1 – Annual Governance Statement 2022/23

We acknowledge as the members of:

**MAGHULL TOWN COUNCIL**

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2023, that:

	Agreed		
	Yes	No*	'Yes' means that this authority:
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		<i>responded to matters brought to its attention by internal and external audit.</i>
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
			✓

**\*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.**

This Annual Governance Statement was approved at a meeting of the authority on:

DD/MM/YYYY

and recorded as minute reference:

MINUTE REFERENCE

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

SIGNATURE REQUIRED

Clerk

SIGNATURE REQUIRED

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## Section 2 – Accounting Statements 2022/23 for

### MAGHULL TOWN COUNCIL

	Year ending		Notes and guidance
	31 March 2022 £	31 March 2023 £	
1. Balances brought forward	527,635	566,808	<i>Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.</i>
2. (+) Precept or Rates and Levies	714,243	830,916	<i>Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.</i>
3. (+) Total other receipts	183,016	156,883	<i>Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.</i>
4. (-) Staff costs	390,608	407,940	<i>Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.</i>
5. (-) Loan interest/capital repayments	36,210	36,210	<i>Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).</i>
6. (-) All other payments	431,268	512,930	<i>Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).</i>
7. (=) Balances carried forward	566,808	597,528	<i>Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).</i>
8. Total value of cash and short term investments	469,448	488,925	<i>The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – <b>To agree with bank reconciliation.</b></i>
9. Total fixed assets plus long term investments and assets	2,757,476	2,757,476	<i>The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.</i>
10. Total borrowings	249,069	222,869	<i>The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).</i>

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)				<i>The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.</i>
11b. Disclosure note re Trust funds (including charitable)				<i>The figures in the accounting statements above do not include any Trust transactions.</i>

I certify that for the year ended 31 March 2023 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

**Signed by Responsible Financial Officer before being presented to the authority for approval**

SIGNATURE REQUIRED

Date

DD/MM/YYYY

I confirm that these Accounting Statements were approved by this authority on this date:

DD/MM/YYYY

as recorded in minute reference:

MINUTE REFERENCE

Signed by Chairman of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED

## Section 3 – External Auditor’s Report and Certificate 2022/23

In respect of

MAGHULL TOWN COUNCIL

### 1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/>.

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2023; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

### 2 External auditor’s limited assurance opinion 2022/23

(Except for the matters reported below)\* on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. (\*delete as appropriate).

(continue on a separate sheet if required)

Other matters not affecting our opinion which we draw to the attention of the authority:

(continue on a separate sheet if required)

### 3 External auditor certificate 2022/23

We certify/do not certify\* that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2023.

\*We do not certify completion because:

External Auditor Name

ENTER NAME OF EXTERNAL AUDITOR

External Auditor Signature

SIGNATURE REQUIRED

Date

DD/MM/YYYY



## Business Plan 2023-2027

## Introduction

The aim of the Maghull Town Council business plan 2023-27 is to provide clarity, focus and purpose so that key priorities for spending (valuable funds, staff, and council time) are directed at the key actions that will have the most impact.

The document is live and may be updated throughout the life of the plan by full council.

Funding may be drawn from different sources including but not limited to:

- 1) The precept
- 2) External funding (grants)
- 3) Sponsorship
- 4) Income generation
- 5) Developer contributions (Used only when approved by full council and in-line with the principles of these funds)

The council is committed to the principles of 'Value for Money' and setting ambitious targets for the sustainability of the financial health of the Maghull Town Council.

We will engage with external partners that align with our vision and principles to improve the lived experience for residents and local business.

Each section of this plan will have a more detailed operational plan that sits behind it. The Town Council staff develop the operational plan working with the relevant committees. The committees monitor the impact of the plans.

This document sets out:

- 1) Our vision- where we are going
- 2) Our mission- why we are pursuing this agenda
- 3) Our strategy- how we are going to get there

## Vision

- A sustainable and greener Maghull
- High quality, accessible, bio-diverse green spaces, and parks
- An excellent offer for the youth of Maghull
- A great place to live, work and visit

## Summary- Our Mission

Objectives	Our 'why'
A sustainable and greener Maghull	<p>We live in a world that is suffering from a climate crisis. Every opportunity to explore greener and cleaner ways of working must be explored. Our green spaces must be evaluated for improved biodiversity alongside intelligent investment and maintenance to adapt to our changing climate.</p> <p>Whilst the MTC has a limited planning remit, we must challenge developers to present plans with more sustainable energy use and green energy production.</p> <p>A deep and thorough evaluation of the MTC's finances and financial assets will be conducted to reduce risk, undertake forward-thinking investment and review the impact of current schemes that have a financial commitment. Finances and spending must be sustainable and responsible.</p> <p>We will embrace digital approaches to reduce waste whilst also offering access and education to residents needing support in digital access and digital literacy.</p>
High quality, accessible, biodiverse green spaces, and parks	<p>We will improve the facilities and green space provision in Maghull. Explore ways of making our parks more multigenerational in their appeal and usage. To actively develop the strategy for increased biodiversity in our green spaces and their ability to cope with our changing climate. Water storage and use in our green spaces must be explored as part of our sustainability measures.</p>
An excellent offer for the youth of Maghull	<p>We are fully committed to improving the provision for our young people. We aim to improve the provision in our parks so that it represents a useable space for our young people for leisure activities. To develop a youth provision strategy for our parks, facilities, and town hall.</p> <p>To engage with local schools to improve active participation in the parks, green space development and maintenance.</p> <p>To develop, in conjunction with local schools, a youth volunteering initiative that will enable children to pursue accreditation for schemes such as the Duke of Edinburgh award schemes. (Maghull Youth Volunteering Programme)</p>
A great place to live, work and visit	<p>We will work relentlessly to make sure that Maghull is a great place to live, work and visit. We will invest intelligently in community green spaces and leisure facilities to encourage multigenerational use and biodiversity.</p> <p>To continue to review our neighbourhood plan so that it contributes to making Maghull a great place to live, work and visit.</p>

	<p>Safe and secure communities are essential to a great place to live, work and visit; we will work closely with organisations such as Maghull Homewatch Association and local police and Sefton Council to make the improvements in our community. We will monitor and evaluate this in a local survey.</p> <p>Our area has a lot to offer visitors. This can in turn improve income streams for local business. We will work with Sefton Council and The Canal and River Trust to exploit the natural beauty and heritage of our area whilst improving the visitor experience.</p> <p>Maghull has a rich heritage and history. We will develop a heritage trail and resources to accompany this.</p> <p>Alongside Sefton Council we will actively campaign for a new medical centre and medical facilities including mental health support. We will continue to work with Active Sefton as a health and wellbeing partner.</p> <p>We are committed to the Cosy Club in the long term for the multifaceted benefits it brings members of the community that extend far further than simply a warm place; indeed it is 'More than ... Cosy... Club'</p> <p>We will actively promote and support community volunteering working with organisations such as Friends of Maghull and District.</p> <p>Income generation opportunities will be explored, and their impact carefully evaluated.</p> <p>Develop and nurture a Maghull Business community (Maghull Business Collaboration) to enable local business to network and share ideas about improving Maghull as a place to work.</p> <p>To review the Maghull Advice Centre and nurture its current position. Only opening in February of 2023 this facility is in its infancy. Following substantial investment by the MTC we will commit to ensuring the provision suits community demand and becomes more financially sustainable in the long term; building on our community volunteering and business collaboration agenda.</p> <p>MTC staff form an important part of our community, and their professional development and training forms an integral part of our mission to make MTC a great place to work.</p>
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# Our strategy

Vision	'A sustainable and greener Maghull'
Strategy:	<ol style="list-style-type: none"> <li>1) To partner with FOMD and undertake a review of the parks and green spaces. To utilise the review to plan for improved biodiversity, drought, and water management. Working party to be established.  <b>Committee lead:</b> Amenities and Amenities manager.  <b>Timescales:</b> Lifetime of the plan. Initial review completed by December 2023.</li> <li>2) To develop the green spaces and parks so that maintenance is coherently planned, and developments take account of the impact on maintaining the space.  <b>Committee lead:</b> Amenities and Amenities manager.  <b>Timescales:</b> Lifetime of the plan.</li> <li>3) To challenge developers, small or large, to present plans that include sustainable energy usage and green energy production at their heart. To continue to represent residents on major planning applications in the town.  <b>Committee Lead:</b> Leader of Town Council/ Clerk and Full council.  <b>Timescales:</b> Lifetime of the plan.</li> <li>4) To ensure that the MTC finances are sustainable. To undertake a full review of current spending commitments and plan for investment opportunities. To thoroughly evaluate the impact of recent investments and to ensure that 106 monies are spent on specific 106 priorities. To increase income generation. The council will seek sponsorship for its events to reduce costs.  <b>Committee lead:</b> F&amp;GP  <b>Timescales:</b> Initial review by October 2023 and actions will be ongoing</li> <li>5) To embrace digital approaches where this reduces waste. Explore MTC activities that can be moved to digital media to reduce waste. To offer access and education to residents needing support in digital access and digital literacy with selected partners. Engage local educational establishments as part of the volunteering programme.  <b>Committee Lead:</b> Community Services and Community Services Manager  <b>Timeframes:</b> Lifetime of plan; initial plan set by January 2024.</li> </ol>

Updates or amendments to be recorded here:	
Monitoring and Evaluation recorded here:	

<b>Vision</b>	<b>'High quality, accessible, biodiverse green spaces and parks'</b>
Strategy:	<p>1) To conduct a full review of the parks and facilities and identify short-, medium- and long-term priorities.  <b>Committee lead:</b> Amenities and Amenities Manager  <b>Timescales:</b> December 2023</p> <p>2) To develop accessible activities in our parks and green spaces.  <b>Committee lead:</b> Amenities and Amenities manager.  <b>Timescales:</b> Lifetime of the plan. Initial assessment complete by Spring 2024 with phase 1 investment identified.</p> <p>3) To develop the parks and green spaces to encourage multigenerational usage and biodiversity. To invest in equipment and facilities that will encourage multigenerational use.  <b>Committee Lead:</b> Amenities and Amenities Manager  <b>Timescales:</b> Detailed plan for investment by April 2024</p> <p>4) To review De-fib provision and aim ensure that de-fibs are located close to all sporting facilities, working in partnership with charitable organisations and CIC's.  Committee Lead: Community Services and Community Service Manager</p>
Updates or amendments to be recorded here:	
Monitoring and Evaluation:	



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<b>Vision</b>	<b>'An excellent offer for the youth of Maghull'</b>
Strategy:	<ol style="list-style-type: none"> <li>1) As part of the parks and facilities review to identify investment for improving provision for young people including new facilities and equipment. This in turn to link with a reduction in anti-social behaviour. Partner with Active Sefton and Police.  <b>Committee Lead:</b> Community services and community services manager. F&amp;GP.  <b>Timeframes:</b> Linked to park development plan. Lifetime of the plan</li> <li>2) Engage with local schools to improve active participation in the parks and green space development. To develop with the schools a volunteering initiative that will enable young people to pursue accreditation for schemes such as The Duke of Edinburgh award or other L1 and L2 qualifications. To develop a Maghull Youth Volunteering Programme in partnership with CIC's and local charities.  <b>Committee lead:</b> Community services and community services manager  <b>Timescale:</b> Life of the plan</li> <li>3) To develop a detailed Youth provision strategy for our parks, facilities, and town hall.  <b>Committee lead:</b> Community services and community services manager  <b>Timescale:</b> Autumn 2023 and ongoing evaluation and adaptation for the lifetime of the plan as facilities develop.</li> </ol>
Updates or amendments to be recorded here:	

Monitoring and Evaluation:	
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<b>Vision</b>	<b>'A great place to live, work and visit'</b>
Strategy:	<ol style="list-style-type: none"> <li>1) To continue to review the Neighbourhood Plan so that it contributes to making Maghull a great place to live, work and visit.  <b>Committee lead:</b> Full Council. Led by the Leader of the Council and Clerk  <b>Timescales:</b> Updated annually as required.</li> <li>2) To work with local organisations to monitor the impact of developments made to the local facilities in reducing anti-social behaviour. To work closely with the Police to evaluate incidents and provision. To evaluate this with residents.  <b>Committee lead:</b> Community Services and Community Services Manager  <b>Timescales:</b> Lifetime of the plan.</li> <li>3) To continue the Cosy Club as a provision, supported by FOMD and volunteers. To capture the positive impact on residents in a research project relating to health and wellbeing.  <b>Committee lead:</b> Community Services and Community Services Manager  <b>Timescales:</b> Review April 2024</li> <li>4) Develop a Maghull business community (Maghull Business Collaboration) to enable local business to network and share ideas with MTC in how to improve Maghull as a great place to live, work and visit.  <b>Committee lead:</b> Community Services and Community Services Manager  <b>Timescales:</b> Lifetime of the plan.</li> <li>5) To review the Maghull Advice Centre and its current provision. A full financial impact review to be undertaken. Build the spectrum of services on offer. To survey residents regarding provision that they wish to see. To develop a website and online advice provision for those that are unable to visit. To ensure that the MAC is supporting neurodiverse residents in its accessibility plan. To review the long-term financial efficiency of the MAC.  <b>Committee lead:</b> Leader of the Town Council and Clerk supported by Finance officer.  <b>Timescales:</b> Lifetime of plan with initial review by November 2023</li> </ol>

	<p>6) To review the provision of the Maghull Radio and explore possibilities of improving community participation and listening figures.  <b>Committee lead:</b> Community Services and Community Services Manager supported by the Finance officer  <b>Timescales:</b> Review by December 2023 and action plan in place by April 2024</p> <p>7) To continue with the Autumn edition of the Magazine (Possibly to be renamed) Following the autumn edition to review the financial position of the magazine. To explore wider choice on distribution, embrace wider circulation via digital media.  <b>Committee lead:</b> Community Services and Community Services Manager  <b>Timescales:</b> Review Autumn 2023</p> <p>8) To improve and develop the use of digital media by the MTC  <b>Committee lead:</b> Community Services and Community Services Manager  <b>Timescales:</b> Lifetime of the plan</p> <p>9) To actively work with Sefton Council and The Canal and River Trust to improve opportunities for increasing tourism and health and wellbeing activities.  <b>Committee lead:</b> Community services and community services manager  <b>Timescales:</b> Lifetime of the plan</p> <p>10) To work with Seton Council, to actively campaign for a new medical centre. To seek the views of residents and other local GP's / medical centres on facilities needed in the local community  <b>Committee lead:</b> Leader of the Town Council and Clerk  <b>Timescales:</b> Lifetime of the plan</p> <p>11) To further develop the Heritage Trail and associated resources to improve education on our local area and visitor interest.  <b>Committee lead:</b> Community Services and Community Services Manager  <b>Timescales:</b> Lifetime of the plan</p> <p>12) To improve the accessibility of facilities with a keen focus on improving the experience for neurodiverse residents and visitors. Improving access to advice for parents and carers in key areas such as SEND in the community advice provision offered  <b>Committee lead:</b> Community Services and Community Services Manager  <b>Timescales:</b> Lifetime of the plan</p>
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	<p>13) To develop our events to attract residents and visitors.  <b>Committee lead:</b> Community services and community services manager  <b>Timescales:</b> Lifetime of the plan</p> <p>This next section will focus on making MTC a great place to work and address some operational improvements:</p> <ol style="list-style-type: none"> <li>1) Review and develop the appraisal system and professional development.</li> <li>2) Make sure there are regular updates with the Leader of the Town Council and Committee Chairpersons to encourage dialogue.</li> <li>3) MTC Cllrs to be involved in a health and safety working group to support the discussions and provide information to Full Council on how this can improve.</li> <li>4) Invest in staff development for longer term cost savings in relation to parks and green space management.</li> <li>5) To explore CPD on Tree maintenance and tree surveys for long term cost saving.</li> <li>6) Invest in equipment to improve efficiency.</li> <li>7) Workload review and staff survey to be completed.</li> <li>8) Review and develop operational plans to ensure operations are effective and highly efficient.</li> </ol>
Updates or amendments to be recorded here:	
Monitoring and Evaluation:	

# MAGHULL TOWN COUNCIL


## Grant Application



Any grant received from the Town Council **MUST** be used solely for the purposes specified in the application. If this is not the case then the applicant will be liable for full repayment of the grant immediately.  
(For Grant Awarding Policy please see page 2)

Date	May 2023			
Name of Group/Body	MAGHULL IN BLOOM			
Purpose for which required	Grant to be used for the purchase of plants and for administrative costs which include signage and MiB volunteer work wear. The volunteers give over 5000 hours of work annually which includes work in high footfall areas maintaining and clearing the floral displays in a number of areas within Maghull.			
Description of project	We have over 45 volunteers who work together throughout the year. This is in support and collaboration with both Maghull and Sefton Councils, Canal & River Trust and Maghull's shopping mall owners. This is to enable us to continue to create vibrant floral displays thus enhancing both the shopping and leisure environment.			
Amount applied for	£2000.00			
Latest accounts attached	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Quotations attached:	Yes <input type="checkbox"/> No <input type="checkbox"/>
Additional information including level of subs or payments made by members etc	<ul style="list-style-type: none"> <li>● No Subs</li> <li>● Opitonal public donations total £30.00 a month</li> <li>● Fund raising, grants, businesses, raffles and street donations.</li> </ul>			
Has application been made to another body?. Please give details	Application to be submitted to National Lottery for £10k for the period 01.04.23-31.03.24			
Please provide information on the social, economic, & environmental outcomes of your Organisation's activity	<b>Social</b>	<b>Economic</b>	<b>Environmental</b>	
	<b>Reducing social isolation of residents:</b> <ul style="list-style-type: none"> <li>● Over 100 practical sessions</li> <li>● 12 indoor meetings to share ideas, discuss future plans</li> </ul>	<b>We support local businesses:</b> <ul style="list-style-type: none"> <li>● Attract visitors to Maghull</li> <li>● Bring new money into Maghull</li> <li>● Spend in Maghull</li> <li>● Since we began in 2007 we have raised over £ 100k (excluding Maghull Town Council grants).</li> </ul>	<b>We draw attention to improving the environment:</b> <ul style="list-style-type: none"> <li>● Encourage environmental improvement</li> <li>● Ensure litter-free canal towpath, Glenn Park, Balls Wood, Hall Lane Park, The Cricket</li> </ul>	



	and monitor well-being over tea and coffee		Field. ● Change Behaviour
Person responsible	Jon Spicer, Chairman, 2 Court Hey, Maghull Chris Barnett, Treasurer, 51 Deyes Lane, Maghull		
Contact details	<a href="mailto:ionspicer1@btinternet.com">ionspicer1@btinternet.com</a> <a href="mailto:chrisbarnettmaghullinbloom@gmail.com">chrisbarnettmaghullinbloom@gmail.com</a>		
Signature			

The Town Clerk must receive an application more than 7 days before the next Town Council Meeting for it to be listed for consideration.



## **Grant Application to Maghull Town Council for 2023**

**Our sincere thanks go out to all our volunteers whose dedication has created and maintained our floral displays throughout the year (often during inclement weather).**

**A shared belief that the environment in Maghull can be continuously improved gives impetus to our ongoing endeavours both now and in the future.**

### **1. Environmental activity in Maghull**

Since it began in 2007 Maghull in Bloom has attracted a wealth of volunteers whose hard work and dedication has continued to enhance the local environment.

The planting and maintenance of the floral displays, undertaken by our diverse teams, always prompts favourable feedback and comment from the general public.

### **2. For Maghull in Bloom our main issue is stability in the current financial environment.**

- From 2007 to 2022 MIB has established a consistent financial model:
  - Local business sponsorship has remained at an average of £5,000 a year.
  - A National Lottery grant of £10,000 every 15 months has been the norm.
  - Grants from Maghull Town Council since 2008, have totalled around £33,000.
- Altogether we've raised over £100,000 in grants from outside Maghull.
- Now:
  - Maintaining and recruiting volunteers.
  - Over the last twelve months our numbers have decreased due to issues of health as our volunteer base continues to age.
  - Grant applications are focussed on community cohesion to enable people to work together for mutual wellbeing.
  - To enable our volunteer base we now have access to a strong social media presence which includes our new Website, Facebook and Whats App.
- Searching and applying for finance through grants and sponsorship is a constantly changing activity which is of necessity a time consuming and demanding enterprise.
- We have reserves to cover approximately 12 months.

Jon Spicer  
Chairman

### **3. Appendices**

Grant Application Form,  
Survey findings October 2022

Auditor's report August 2022



## 2022 Survey

How often do you visit/ travel to the following areas

Maghull Square, Meadows Leisure Centre, Station Road, Tree View Court, Deyes Lane, Canal Towpath, Melling Lane, Sefton Lane, Liverpool Road North, A59

Daily	2/3 times	Weekly	Fortnightly	Monthly	Every Few Months
46%	13%	35%	2%	2%	2%

Postcode	L31	L10	L20	LA	L23	L33	L25
L31	92%	3%	1%	1%	1%	1%	1%

**The flowers displays are colourful and high quality**

1. Strongly Disagree	2. Disagree	3. Neither Agree/disagree	4. Agree	5. Strongly Agree
			11%	89%

**The flower displays make the town a more attractive place to visit**

1. Strongly Disagree	2. Disagree	3. Neither Agree/disagree	4. Agree	5. Strongly Agree
			11%	89%

**People tell us the flower displays cheer them up and lift their spirits**

1. Strongly Disagree	2. Disagree	3. Neither Agree/disagree	4. Agree	5. Strongly Agree
			16%	84%

**Planting pollinator friendly flowers would be positive for the environment**

1. Strongly Disagree	2. Disagree	3. Neither Agree/disagree	4. Agree	5. Strongly Agree
			17%	83%

**Seeing volunteers working together creates a sense of community spirit in the town**

1. Strongly Disagree	2. Disagree	3. Neither Agree/disagree	4. Agree	5. Strongly Agree
			10%	90%

Comments

It's great that people care about Maghull

You're doing a wonderful job

Fantastic display, love it

Well done Ladies

Thank you to all the volunteers

You must be very proud its always such a lovely display

I am rushing for my bus but thank you for making the town look so much better

I think the volunteers are absolutely fantastic

You are doing a marvellous job - keep it up

Flowers make Maghull a nice place to live

We enjoy looking at the displays everytime we can

They make a big difference

It is good of people to give up their time to do it

You do a marvellous job, I don't have flowers at home and the baskets cheer me up (94 year old)

You do a brilliant job - they look lovely

Thank you for asking me it's an opportunity to say thank you

Thank you for your work - would love to be part of the team but lack the mobility

Thank you for you hard work, time and effort

Always lovely to see when visiting

Psychiatric nurse - very much appreciated by all.



**MAGHULL IN BLOOM**  
**RECEIPTS AND PAYMENTS ACCOUNT**  
**YEAR ENDED 31 AUGUST 2022**

Registered Charity No: 1192768

	Restricted Funds				Total Unrestrict. Funds	2021-22 Total	2020-21 Total
	Maghull Town Council	National Lottery 2020-21	National Lottery 2021-22	Total Restr. Funds			
<b>Cash at 1 September 2021</b>	2,000	3,005	0	5,005	19,639	24,644	20,947
<b>RECEIPTS</b>							
Grants	2,000		10,000	12,000	0	12,000	14,000
Sponsorship				0	7,100	7,100	8,380
Donations & Fund Raising	2,000	0		0	2,244	2,244	424
				12,000	9,344	21,344	20,804
<b>PAYMENTS</b>							
Plants / Compost / Tools / Ground prep etc		364	6,000	6,364	4,334	10,698	8,991
Watering	3,500.00		1,838	5,338	1,073	6,410	3,850
Litter picking equipment / Kneelers / Hi Viz		33	109	142	0	142	1,390
Training / Advice / Support	500.00	225	1,150	1,875	0	1,875	450
Containers/Barriers/Hanging Baskets		2,000		2,000	0	2,000	590
Bird Boxes				0	0	0	275
Advertising/Signs/Flyers/Publicity				0	3,274	3,274	578
Welfare		35		35	49	84	128
Insurance			75	75	0	75	75
Digital Display system			642	642	0	642	0
Website				0	0	0	216
Computers, software, printers & ink		90	135	226	473	699	460
Refreshments		257	26	283	518	801	155
Travel			25	25	21	0	0
Bank charges				0	45	45	0
Administration				0	45	45	149
	4,000	3,005	10,000	17,005	9,831	26,790	17,107
<b>Surplus / (Deficit) for the year</b>	<b>-2,000</b>	<b>-3,005</b>	<b>0</b>	<b>-5,005</b>	<b>-488</b>	<b>-5,447</b>	<b>3,697</b>
<b>Cash at 31 August 2022</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>19,151</b>	<b>19,197</b>	<b>24,644</b>

**ACCOUNTANT'S REPORT**

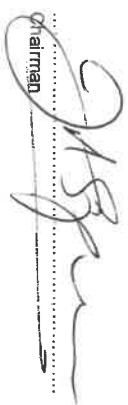
I confirm that the above statement has been compiled from the records and explanations presented to me.

D Nicholls  
 10 September 2022

**APPROVAL BY THE COMMITTEE**

The above statement was approved by the committee on: 06:02:2022

(Date)

  
 Chairman