

Minutes of the Full Council Meeting Held Wednesday 19th June 2024 at 6:30 PM

Those present :

Mayor : Cllr K Hughes

Councillors : Cllr L Birchall, Cllr G Birchall, Cllr P Brougham, Cllr P Darlington, Cllr J Desmond, Cllr R Ferguson, Cllr T Hughes, Cllr D Leatherbarrow, Cllr R Mason, Cllr C Parker

In attendance : Mr E Landor, Ms P Landor

Officers : P Dillon, A Mc Intyre, K Spofforth

1 Apologies For Absence

Apologies have been received from Cllr B McCormack, Cllr P McCormack and Cllr Sayers

2 Declarations of Interest

None

3 Public Participation.

None received.

4 To Confirm the Minutes of the Last Meeting

RESOLVED that the minutes of the Annual Council Meeting held on 15th May 2024 be approved as a correct record

5 Council Vacancy

Members considered the two applicants for the co-option vacancy. Members also discussed the procedure to be followed, should another co-option vacancy be received, in the next 6 month period. It had taken some time for the vacancy to be filled and this was something that should be avoided in the future.

RESOLVED that:

- 1. Clare Carragher be co-opted to join Maghull Town Council;**
- 2. Should any co-option vacancy arise during the following 6 month period Mrs J McCall would be offered the position.**

6 AGAR - Annual Return to External Auditor

Members considered the Annual Return as part of the External Audit requirements. The Town Clerk read out the following questions to Elected Members of the Council as detailed in Section 1 of the Annual Return:-

1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements. The Town Clerk confirmed that the Council has answered 'yes' to this question and asked if elected members agreed. **Members confirmed their agreement.**
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness. The Town Clerk confirmed that the Council has answered 'yes' to this question and asked if elected members agreed. **Members confirmed their agreement.**

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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. The Town Clerk confirmed that the Council has answered 'yes' to this question and asked if elected members agreed. **Members confirmed their agreement.**
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. The Town Clerk confirmed that the Council has answered 'yes' to this question and asked if elected members agreed. **Members confirmed their agreement.**
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. The Town Clerk confirmed that the Council has answered 'yes' to this question and asked if elected members agreed. **Members confirmed their agreement.**
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems. The Town Clerk confirmed that the Council has answered 'yes' to this question and asked if elected members agreed. **Members confirmed their agreement.**
7. We took appropriate action on all matters raised in reports from internal and external audit. The Town Clerk confirmed that the Council has answered 'yes' to this question and asked if elected members agreed. **Members confirmed their agreement.**
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. The Town Clerk confirmed that the Council has answered 'yes' to this question and asked if elected members agreed. **Members confirmed their agreement.**
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. The Town Clerk confirmed that the Council has answered 'not applicable' to this question as the Council do not have any Trust Funds, and asked if elected members agreed. **Members confirmed agreement.**

RESOLVED that:

- 1. Section 1 of the Annual Governance Statement 2023/24 be approved and signed by the Town Clerk and Mayor;**
- 2. Section 2 – Accounting Statements 2023/24 be approved and signed by the Finance Officer and Mayor;**
- 3. The publication dates of the accounts be noted;**
- 4. The Annual Governance Statement be submitted to PKF Littlejohn, the External Auditor;**
- 5. The report be noted.**

7 **Planning Applications.**

RESOLVED that:

In relation to Planning Application DC/2021/0015, land south of Deyes Lane, Maghull, L31 6DJ, the letter provided by E Landoor can be submitted on behalf of the Council.

8 **Councillor Email Addresses**

Members discussed the issues arising from the use of the Council provided email addresses by Councillors. These issues included:

- difficulties accessing the system
- phishing emails
- emails not being received
- emails not being sent

The Council currently had a contract with Datacenta to provide the email addresses (maghull-tc.org) whilst officer email addresses were provided by Knowsley MBC (maghull-tc.gov.uk). Costs were given for the change to Knowsley MBC which were considerable in comparison with Datacenta. Members were also informed of the dangers of using personal email addresses for Council business.

RESOLVED that:

- 1. Examples of actual problems being faced by councillors be provided to the Clerk prior to Datacenta being contacted so that the contract;**
- 2. The Clerk to contact Knowsley MBC to see if there was a way forward with maghull-tc.gov.uk email addresses;**
- 3. The update be noted.**

9 **Clerk's Update**

Members were informed that a grant application had been submitted for a fuel poverty project of £2,500. National Energy Action will be coming along to the M.A.C. every other Tuesday to offer fuel poverty advice.

A volunteer meeting with The Citizen's Advice Bureau had been organised for 17th June 2024, training is being offered to all volunteers. Professional Indemnity Insurance has now also been taken out. The C.A.B. would be offering sessions on Wednesday, Thursday and Friday at M.A.C. each week from July onwards.

Maghull Football Club lease had been sent to the club from Mark Brady and the club had contacted Council to ask if they can reconsider the previous decision on naming rights of the playing field.

RESOLVED that the Clerk's update be noted.

10 **Report on Sefton Borough Council Matters**

Members noted that Cllr. Parker will be attending numerous training sessions with Sefton Council.

RESOLVED that the update be noted.

11 **Chairman's Closing Comments**

The Chair stated that MaghullFest had been a great success and thanked Phil Dillon and the team for all their hard work making sure the event ran well.

The Chair also noted that that the subway had been renamed after Cllr Matthew Lock and the ceremony had gone well.

RESOLVED that the update be noted.

CHAIR

RWS
3/7/24