



Morecambe Town Council

Agenda Finance and Governance Committee

Date	02/12/2024
Time	17:00 - 19:00
Location	Morecambe Town Hall, Marine Road Morecambe Lancashire LA4 5AF
Chair	Brett Cooper
Explanation	Dear Councillor,

Dated this twenty-seventh day of November 2024, you are hereby summoned to attend a meeting of Morecambe Town Council's Finance and Governance Committee to be held at **17:00** on the **2nd** day of **December 2024**.

The meeting will be held in Morecambe Town Hall, Marine Road East, Morecambe, LA4 5AF to transact business on the agenda.

Note to Councillors:

If you are unable to attend the meeting, please notify the Proper Officer of your apologies.

Note to Public:

Electors of the town wishing to address the Council are advised to notify the Proper Officer before 10am on the day of the meeting. Permission to speak at the meeting will be at the discretion of the Chairman. Public participation session at a meeting shall not require response or debate and shall solely consist of matters relating to items on the agenda. If the representation made is considered outside the remit of Morecambe Town Council, electors will be referred to the principal authority or other appropriate body.

Your sincerely,
Mr L Trevaskis, CiLCA, PSLCC.
Chief Executive

1 Apologies

To receive apologies for absence and consider any reasons for acceptance.

[\(Local Government Act 1972, Section 85\)](#)

2 Declarations of Interest

To record any declared interests relating to the business of the meeting and receive any dispensation requests from the Proper Officer.
[\(Localism Act 2011, Section 31\)](#)

3 Minutes of the Previous Meeting

To approve the minutes of the last meeting.
[\(Local Government Act 1972, Section 111\)](#)

4 Public Participation

To receive representations from electors that have requested to speak by 10am regarding a matter on the agenda.
[\(Morecambe Town Council Standing Orders - Sections 1d-1l\)](#)

Note: any electors addressing the Committee must not exceed a three minute time limit.

5 Direct Debit Update

Name of Supplier	Last Paid Amount	Frequency	Purpose
Barclaycard	Varies (Not yet paid, collect in full)	Monthly	Business Credit Card
British Telecom (BT)	£64.74	Monthly	Broadband
EE Limited	£873.19	Monthly	Mobile Phones
Kingfisher Leasing	£199.63	Quarterly	Photocopier Lease
Lancaster City Council	£475.32	Monthly (10)	NNDR
M B Digital	£22.00	Monthly	Printing

Meta Platforms	£20.65	Varies	Advertising
Peninsula Business	£373.67	Monthly	HR Support
Lancashire County Council	Varies	Varies	Pension Contributions
HMRC	Varies	Varies	Tax and NI Contributions
Paypal	Varies	Varies	Varies
Information Commissioners Office	£40.00 (Not yet processed)	Annually	Data Protection Renewal
RS Components	Varies	Varies	Public Realm Supplies

The Council's Financial Regulations require certain payments made by direct debit to be approved no less than annually

6 Legal Fees

To note recent comments and requests for information from a City Councillor regarding the Council's legal fees appear to misrepresent the facts about the procurement process and the associated costs.

For clarity:

Engagement of Legal Services: the Council engaged Weightmans Solicitors specifically to address issues related to its prior auditors FY20/21. This engagement followed all standard procurement practices and ensured transparency.

Totality of Payments: the payments to Weightmans Solicitors, as disclosed on the Council's website, represent the entirety of fees due for the work undertaken. No additional invoices are pending for this matter, and all

transactions have been publicly accessible, including any disbursement payments for the barrister.

Transparency and Disclosure: the Council has maintained full transparency regarding these legal fees. All payments have been properly recorded, with no undisclosed or inaccessible expenditures relating to this issue.

The Council remains committed to upholding transparency and ensuring that all financial transactions are open to public scrutiny. If any Councillor or member of the public requires further clarification, they are encouraged to review the published financial statements or contact the Council directly.

7 Procurement Report

To note the report.

8 Budget Timetable Update

To note that the Council is on track to setting its budget in January. Officers will undertake surveying after further work has been undertaken to questions.

9 Treasury Management Update

To receive a verbal update on Morecambe Town Council's Treasury Management actions.

10 Exclusion of the Press and Public

The Council is recommended to pass the following recommendation in relation to the following items:

"That, in accordance with Section 1 of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following business, on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons arising from the nature of that business or of the proceedings."

[\(Public Bodies \(Admission to Meetings\) Act 1960 - Section 1\)](#)

11 Role Related Compensation

To consider the report and agree actions.

12 Human Resource Best Value Analysis

To consider the report and agree actions.

13 Financial Illustration

To consider the illustration and agree action/s ahead of the 2025/26 financial year.