



## NAXXAR

### MINUTI - LAQGĦAT TAL-KUNSILL

#### IL-ĦAMES KUNSILL

#### SEDUTA NR. 53 - IT-TLIETA 23 TA' ĠUNJU 2009

Il-Kunsill iltaqat fl-uffiċċju amministrattiv tiegħu fiċ-Ċentru Ċiviku fi Vjal il-21 ta' Settembru fi 3-7:30pm.

Preżenti:	Maria F. Deguara, M.D.	Sindku
	Is-Sra Speranza Xuereb	Viċi Sindku
	Is-Sur Victor Agius	Kunsillier
	Is-Sur Joe Grech	Kunsillier
	Is-Sur Anthony Grech	Kunsillier
	Is-Sur Joseph Catania	Kunsillier
	Is-Sur Glenn Fenech	Kunsillier
	Is-Sur Paul Gatt	Segretarju Eżekuttiv
Skuzati:	Is-Sra Pauline Miceli	Kunsillier
	Is-Sur Noel Gatt	Kunsillier
Pubbliku:	Ma kienx hemm pubbliku preżenti.	

#### 1. APPROVAZZJONI TAL-MINUTI

- 1.1. Kif bdiet il-laqqgħa s-Segretarju Eżekuttiv (SE) informa li s-Sinjura Miceli kienet infurmatu li ma setgħetx tattendu għal-laqqgħa minħabba impenji personali. Il-Viċi Sindku infurmat li l-Kunsillier Gatt kien infurmaha li ma setax jattendi.
- 1.2. Il-minuti tal-laqqgħa ta' qabel kienu meqjusa moqrija.
- 1.3. Il-Kunsillier Victor Agius ressaq emenda f'para. 2.5 billi tiżdied il-frazi *'biex titressaq ftit minħabba li qed tostakola rampa'*. Din l-emenda kienet approvata *nem con*.
- 1.4. Wara konsiderazzjoni il-minuti ġew approvati kif emendati u għalhekk iffirmati mis-Sindku u mis-SE.

#### 2. PUNTI MILL-MINUTI

- 2.1. Il-Kunsillier Agius staqsa dwar para. 2.6. Is-SE wieġeb li x-xogħol jinsab miexi u l-kuntrattur lest li jagħmel il-bozza għas-spejjeż tiegħu.
- 2.2. Il-Kunsillier Catania staqsa jekk id-*doggy bins* ta' Triq Birguma kinux twaħħlu fejn is-SE wieġeb fil-pożittiv. Is-Sindku talbet li jsir l-arranġament biex dawn il-bins ikunu attrezzati bil-boroż.

### 3. LISTA TAL-ĦLASIJET

- 3.1. Is-SE ressaq lista estensiva magħmula minn numru ta' kontijiet pendenti kif ukoll minn ħlasijiet li saru u li ma kinux għadhom għaddew mill-Kunsill.
- 3.2. Wara konsiderazzjoni il-ħlasijiet skont il-lista annessa f'A kienet approvata *nem con*.
- 3.3. Is-SE fakkar fid-deċiżjoni tal-Kunsill li tinx tara *photocopier*. Huwa informa li, wara li kien għaddielu l-informazzjoni l-Kunsillier Joe Grech fl-istess laqgħa li fiha ttiehdet id-deċiżjoni, huwa laħaq ftehim ma' CDA Ltd li permezz tiegħu il-Kunsill 'ingħata' *multifunction network printer* (li jinkludi *photocopier*) bla ħlas bil-kundizzjoni biss li t-*toner* jinxtara mingħand din il-kumpanija u jekk ma jibqax jinxtara mingħandhom il-kuntratt jaqa' awtomatikament. Huwa kkonferma li qabel ma għamel dan aċċerta li l-prezz tat-*toner* huwa wieħed raġonevoli.

### 4. IR-RENDIKONT FINANZJARJU

- 4.1. Is-SE ressaq ir-rendikont finanzjarju skont kif imħejji mill-*accountant*. Huwa informa li dan għad irid ikun verifikat mill-Awdituri iżda qabel xejn għandu jkun approvat mill-Kunsill.
- 4.2. Il-Kunsill approva d-dokument *nem con* skont kif anness ma' dawn il-minuti u mmarkat B.

### 5. GĦELUQ IL-ĦAMES LEĠISLATURA TAL-KUNSILL

- 5.1. Qabel ma sar l-għeluq tal-laqgħa s-SE informa li l-Kunsill kien qiegħed jintalab l-approvazzjoni tiegħu biex l-ispizeriji Victory Pharmacy, Pill Box Pharmacy, Browns Pharmacy u Naxxar Pharmacy ikollhom spazju riservat biex ikunu jistgħu jissupplixxuhom bil-medicini bħala parti mill-iskema l-Ispizerija tal-Għażla Tiegħek (POYC). Kien hemm qbil li s-sindku tiċċekja fid-dettall dwar dan ħalli jekk ma jkunx hemm il-ħtieġa għal dan il-parkeġġ b'mod kontinwu isir skont il-bżonn.
- 5.2. Il-Kunsillier Agius semma xogħol fi Triq San Pawl (biex titneħħa bankina) li ma setax isir minħabba li hemm kejbils minn taħt. Ippropona li, minflok titneħħa, tissebbaħ u jsir xi sinjal biex ukoll ma tkunx perikoluza. Kien hemm qbil li ssir bankina b'kurduna ġdida.
- 5.3. Il-Kunsillier Agius semma wkoll ilment ta' Triq il-Punent biex isir sinjal minħabba li sid ta' garaxx ma jstax joħroġ mill-garaxx. Is-Sur Agius talab li s-sinjal għandu jsir minħabba li qed jiffaċċja problema regolament. Il-Kunsill qabel li għandu jsir.
- 5.4. Il-Viċi-sindku staqsiet dwar Mornago fejn is-SE informa li s-Sindku ta' Mornago kien ġie elett mill-ġdid u li jistgħu ikomplu bil-preparazzjoni għall-ġemellaġġ. Huwa però għandu jgħib aktar informazzjoni dwar l-applikazzjonijiet għall-fondi għall-istess ġemellaġġ.
- 5.5. Is-Sindku pproponiet li jintbagħat *flyer* b'reklam għal Reggio lir-residenzi kollha. Il-Kunsill qabel.
- 5.6. Il-Kunsillier Catania staqsa dwar in-*netting* tal-grawnd tal-futbol. Is-SE informa li kellu l-informazzjoni u d-dettalji fidejgħ mingħand il-Perit iżda issa jmiss li toħroġ sejgħa għall-offerti.
- 5.7. Il-Kunsillier Agius fahħar lis-SE u lill-istaff għall-ktieb tat-tliet snin ħidma.

- 5.8. Is-Sindku rringrazzjat lill-Kunsillieri tas-servizz tagħhom fl-aħħar tliet snin u stiednet lil dawk li mhux se jkunu aktar parti mill-Kunsill biex fejn jistgħu joffru l-għajjnuna tagħhom. Hija rringrazzjat ukoll lill-istaff fejn ingħaqdu magħha wkoll il-Viċi-Sindku u l-Kunsillieri.
- 5.9. Il-Kunsillier Joe Grech irringrazzja lil kulhadd u awgura lis-Sindku u lill-Kunsill il-ġdid.
- 5.10. Il-Kunsillier Anthony Grech wkoll esprima r-ringrazzjamenti tiegħu lis-Sindku u lill-istaff u lil sħabu l-Kunsillieri.
- 5.11. Il-Viċi-sindku infurmat li hija lesta li toffri kull għajjnuna speċjalment fuq il-ħargiet kulturali u l-wirja tal-Arti u krafts.
- 5.12. Il-laqqgħa ġiet fi tmiemha fid-8:40pm.

#### **APPROVAZZJONI TAL-MINUTI**

Dawn il-minuti kienu ippreparati eżatt wara l-laqqgħa u għalhekk fid-8:55pm il-membri reġgħu iltaqgħu biex japprovawhom.

Wara li inqraw mis-SE il-Kunsill approva l-minuti bħala dokument korrett.

**Maria F. Deguara MD,MMCFD**

Sindku

**Paul Gatt Dip.Mgmt (Henley), MIM**

Segretarju Eżekuttiv

**NAXXAR LOCAL COUNCIL**

**Financial Statements**

**For the year ended 31<sup>st</sup> March, 2009**

## **NAXXAR LOCAL COUNCIL**

### **Financial Statements**

**For the year ended 31<sup>st</sup> March, 2009**

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## **NAXXAR LOCAL COUNCIL**

### **Financial Statements for the year ended 31<sup>st</sup> March 2009**

#### **Statement of Local Council Members' and Executive Secretary's Responsibilities**

The Local Councils (Financial ) Regulations require the Executive Secretary to prepare a detailed annual administrative report which includes a statement of the Local Council's income and expenditure for the year and the Council's retained funds at the end of the year. By virtue of the same regulations it is the duty of the Local Council and the Executive Secretary to ensure that the financial statements forming part of the report present fairly, in accordance with the accounting policies applicable to Local Councils, the income and expenditure of the Local Council for the year and its retained funds at the year end, and that they comply with the Act, the Local Council (Financial) Regulations, and the Local Council (Financial ) Procedures issued in terms of the Act.

The Executive Secretary is responsible to maintain a continuous internal control to ascertain that the accounting, recording and other financial operations are properly conducted in accordance with the Local Councils Act, Local Council (Financial) Regulations, and the Local Councils (Financial) Procedures. The Executive Secretary is also responsible for safeguarding and detection of fraud and other irregularities.

**NAXXAR LOCAL COUNCIL**

**Financial Statements for the year ended 31<sup>st</sup> March 2009**

**Report of the Local Government Auditor to the Auditor General**

## **NAXXAR LOCAL COUNCIL**

### **Statement of Income & Expenditure**

**For the year ended 31<sup>st</sup> March, 2008**

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	<b>2009</b>	<b>2008</b>
	<b>March</b>	<b>March</b>
<b>Notes</b>	<b>€</b>	<b>€</b>
<b>Income</b>		
Funds received from government	648,289	648,601
Income raised under Council Bye-laws	20,484	-
Income raised under Law Enforcement system	26,941	62,881
Investment Income	5,408	5,824
General Income	17,810	36,452
	<b>718,932</b>	<b>753,758</b>
<b>Expenditure</b>		
Personal emoluments	( 80,954)	( 79,424)
Operations and maintenance	( 426,156)	( 408,104)
Administration and other expenditure	( 187,296)	( 192,120)
Financial costs		
	<b>( 694,406)</b>	<b>( 679,648)</b>
<b>Surplus/ Deficit for the period</b>	<b>24,526</b>	<b>74,110</b>



# NAXXAR LOCAL COUNCIL

## Statement of Affairs

As at 31<sup>st</sup> March, 2009

	Notes	2009 March €	2008 March €
<b>Assets</b>			
<b>Non-current assets</b>			
Asset not capitalized		2,241	-
Property, plant and equipment	12	<u>1,083,866</u>	<u>1,029,333</u>
		<u>1,086,107</u>	<u>1,029,333</u>
<b>Current assets</b>			
Inventories		-	-
Receivables	13	83,912	66,846
Cash and cash equivalents	15	<u>385,055</u>	<u>441,042</u>
		<u>468,967</u>	<u>507,888</u>
<b>Total assets</b>		<b><u>1,555,074</u></b>	<b><u>1,537,221</u></b>
<b>Reserves and Liabilities</b>			
<b>Reserves</b>			
Retained funds		1,188,980	1,199,705
<b>Non- current liabilities</b>			
<b>Long term borrowing</b>		-	-
<b>Current Liabilities</b>			
Payables and accruals	14	366,094	337,516
Deferred income		-	-
<b>Total equity and Liabilities</b>		<b><u>1,555,074</u></b>	<b><u>1,537,221</u></b>

These financial statements were approved by the Local Council on the 23rd June, 2009 and signed on its behalf by:

\_\_\_\_\_  
Dr. Maria F. Deguara  
Mayor

\_\_\_\_\_  
Mr Paul Gatt  
Executive Secretary

## NAXXAR LOCAL COUNCIL

### Statement of Changes in Equity For the year ended 31<sup>st</sup> March, 2009

	Retained Funds
	€
<b>Balance as at 31<sup>st</sup> March 2007</b>	1,125,593
Surplus for year	74,110
Previous year adjustment	2
<b>Balance at 31<sup>st</sup> March 2008</b>	1,199,705
Net income recognized directly in equity	-
Surplus / ( Deficit ) for period	24,526
Naxxar Tragedy fund	( 104)
Previous year adjustment	( 35,147)
<b>Balance at 31<sup>st</sup> March 2009</b>	<b>1,188,980</b>

# NAXXAR LOCAL COUNCIL

## Cash Flow Statement For the Year Ended 31<sup>st</sup> March, 2009

	Notes	2009 March €	2008 March €
<b>Cash flow from operating activities</b>			
Surplus (Deficit ) for year		24,526	74,110
<b>Adjustments for:</b>			
Depreciation		101,702	89,136
Increase (Decrease ) in Provision for bad debts		-	-
Interest receivable		( 5408)	
Interest payable		-	
Prior year adjustment		( 35,147)	5
		<u>85,673</u>	<u>163,251</u>
Increase / (Decrease ) in payable		28,472	25,881
Deferred income		-	-
Decrease / (Increase ) in Receivables		( 17,066)	( 33)
Decrease / (Increase) in Inventories			
<i>Cash generated from operations</i>		<u>97,079</u>	<u>189,099</u>
Interest paid			
<b>Cash flows from investing activities</b>			
Purchase of Property, Plant and Equipment		( 156,234)	( 375,660)
Purchase of asset not yet capitalized		( 2,240)	-
Special needs grants utilized		-	31,899
Interest receivable		5,408	
<i>Net Cash used in investing activities</i>			
<b>Cash flows from Financing activities</b>			
Loan repayments		-	-
Proceeds from long term borrowing		-	-
<b>Net increase in cash and cash equivalents</b>			
		<u>( 55,987)</u>	<u>( 154,672)</u>
Cash and cash equivalents at the beginning of the year		441,042	596,714
Cash and cash equivalents at end of year		<u>385,055</u>	<u>441,042</u>

# **NAXXAR LOCAL COUNCIL**

## **Notes to the Financial Statements for year ending 2009**

### **1, General information**

The Local Council is the local authority of Malta set up in accordance with the Local Councils Act of 1993. The office of the Local Council is situated at 'Civic Centre', 21<sup>st</sup> September Avenue, Naxxar . These financial statements were approved for issue by the Council Members on 23rd July 2009. The Local Council's presentation as well as functional currency are denominated in Euro.

### **2, Accounting Policies and Reporting Procedures**

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

These financial statements have been drawn up in accordance with the accounting policies and reporting procedures prescribed for Local Councils in the Financial Regulations issued by the Ministry of Finance in conjunction with the Minister responsible for Local Government in terms of Section 67 of the Local Councils Act (Cap. 363 ). The financial statements are prepared under the historical cost convention as modified to include fair values stated in the accounting policies below. These Financial Statements are prepared in accordance to the requirements of International Financial Reporting Standards and comply with the Local Councils Act Cap. 363, the Financial Regulations issued in terms of this Act and the Local Council (Financial ) Procedures 1996.

The principal accounting policies and reporting procedures used by the Local Councils are as follows:

#### **a) Revenue recognition**

Revenue is recognized when there are no significant uncertainties concerning the deviation of consideration or associated costs. Interest income is recognized in the income statement as it accrues.

#### **b. Local Enforcement system**

The Naxxar Local Council forms part of the Northern Joint Committee.

#### **c. Property, Plant and Equipment**

Asset:	%
Land	0
Trees	0
Buildings	1
Office Furniture and Fittings	7.5
Construction Work	10
Urban Improvements ( Street Furniture )	10
Special projects	10
Street paving	10
Office Equipment	20
Motor Vehicles	20
Plant and Machinery	20
Computer Equipment	25
Road Signs	100

#### **d. Government Grants**

Government grants are accounted for on a systematic basis in the Income and Expenditure Account over the periods necessarily to match them with the related costs which they are intended to compensate. Is

such costs have already been incurred when the grant is made, or if there are no related costs, then the grant is accounted for when it becomes receivable.

#### **e. Amounts receivable**

Amounts receivable are recognized initially at fair value and subsequently measured at amortized costs using the effective interest rate method, less provision for impairment. A provision for impairment of amounts received is established when there is objective evidence that the Council will not be able to collect all amounts due according to the original terms of the receivables. The amount of the provision is the difference between the carrying amount of the asset in the present value of the estimated future cash flows, discounted at the effective interest rate. The amount of the provision is recognized in the Statement of Income and Expenditure.

#### **f. Impairment of assets**

Assets that have an indefinite useful life are not subject to amortization and are tested annually for impairment. Assets that are subject to amortization or depreciation are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognized for the amount by which the carrying amount of the asset exceeds its recoverable amount. The recoverable amount is the higher of the fair value of the asset less cost to sell and the value in use. Impairment losses are immediately recognized as an expense in the Statement of Income and Expenditure.

#### **g. Foreign Currencies**

Items included in the Financial Statements are measured using the currency of the primary economic environment in which the Local Council Operates. These Financial Statements are presented in Euro (€) which is the Council's functional and present currency.

#### **h. Profit and Losses**

Only profits (losses) that were realized at the date of the Statement of Affairs are recognized in these Financial Statements. All foreseeable liabilities and potential losses arising up to the said date are accounted for even if they become apparent between the said date and the date on which the Financial Statements are approved.

#### **i. Cash and Equivalents**

Cash and Cash Equivalents are carried in the Statement of Affairs at face Value. For the purpose of the Cash Flow Statement, Cash and Cash equivalents comprise cash in hand and balances held with banks.

### **3. Funds received from Central Government**

	<b>2008/ 2009</b>	<b>2007/ 2008</b>
	<b>€</b>	<b>€</b>
In terms of section 55 of the Local Councils Act (Cap 363)	648,289	648,601
In terms of section 58 of the Local Councils Act (Cap 363)	-	-
	<hr/> 648,289	<hr/> 648,601

### **4. Income raised from Bye-Laws**

	<b>2008/ 2009</b>	<b>2007/ 2008</b>
	<b>€</b>	<b>€</b>
Fees from permits ( including hoarding & scaffolding )	15,293	22,699
	<hr/> 15,293	<hr/> 22,699

## 5. Local Enforcement Income

	2008/ 2009	2007/ 2008
	€	€
Share of Profit from Joint Committee	0	0
Fines and Penalties	26,941	62,881
	<u>26,941</u>	<u>62,881</u>

## 6. Investment income

	2008/ 2009	2007/ 2008
	€	€
Bank Interest receivable	5,408	5,824
	<u>5,408</u>	<u>5,824</u>

## 7. General Income

	2008/ 2009	2007/ 2008
	€	€
Community Service including courses	1,259	248
Claims	0	49
Documentation	764	2,242
Other contributions	1,122	11,134
General	19,856	80
	<u>23,001</u>	<u>36,452</u>

## 8. Personal Emoluments

	2008/ 2009	2007/ 2008
	€	€
Mayor's allowance	4,839	5,492
Employees' salaries	71,389	68,129
Social Security Contributions	4,736	5,803
	<u>80,954</u>	<u>79,424</u>

## 9.Repairs & Upkeep

	2008/ 2009	2008/ 2009
	€	€
Road / Street Pavements	27,591	18,873
Walkways	14,802	31,868
Signs & Road Markings	6,851	14,472
Furniture & Equipment	1,924	2,232
Council & Public Property	6,167	4,499
Other repairs & maintenance	8,460	9,894
	<u>65,795</u>	<u>81,838</u>

**10. Contractual Services**

	2008/ 2009	2008/ 2009
	€	€
Refuse collection ( including bins on wheels )	83,634	77,510
Bring-in sites	4,724	3,769
Bulky refuse collection (including open skips )	11,791	6,870
Road & Street Cleaning (mechanical & manual )	78,619	60,060
Cleaning & Maintenance of Non Urban roads	19,243	19,744
Cleaning & Maintenance of Public Conveniences	7,298	9,119
Cleaning – Council Premises	8,030	8,653
Cleaning & Maintenance of Parks & Gardens	40,673	39,938
Cleaning & Maintenance of Beaches and Coastal Areas	42,268	41,550
Handyman services	24,959	24,458
Community Services	16,292	8,078
Local Enforcement System	2,518	-
Street Lighting	14,937	12,394
Works inspection	2,690	14,123
Other	2,685	-
	<u>360,361</u>	<u>326,266</u>
Total Operations and Maintenance Expenses	426,156	408,104

**11. Administration and Other Expenditure**

	2008/ 2009	2008/ 2009
	€	€
<b>Administrative &amp; Other Expenses</b>		
Utilities	15,974	24,871
Operating materials /supplies	2,509	854
Rent	233	256
National & International Memberships	345	287
Office Services	6,545	6,340
Bank Charges	34	66
Travel	1,047	-
Transport	402	( 43)
Information Services	18,454	13,393
Insurance	2,725	1,319
Leasing Equipment	77	583
Professional services	11,980	31,380
Training	48	1,398
Community and Hospitality	25,186	22,081
Incidental Expenses	35	199
<b>Depreciation</b>	<u>101,702</u>	<u>89,136</u>
	<u>187,296</u>	<u>192,120</u>

## NAXXAR LOCAL COUNCIL

Notes to the Financial Statements for year ending 31 March, 2009

### 12. Property Plant and Equipment

Tangible Assets	O. Furniture & Fixtures	Computer Equipment	Office Equipment	Plant & Machinery	Tress	New Street Signs	Property	Construction	Special Programs	TOTAL
	€	€	€	€	€	€	€	€	€	€
<b>At Cost</b>										
As at 1st April, 08	39,894	18,301	26,685	34,144	44,281	45,816	23,296	465,087	2,037,451	2,734,955
Additions	282	2,356	3,059	-	-	920	-	-	149,617	156,234
At cost at 31 March 06	<b>40,176</b>	<b>20,657</b>	<b>29,744</b>	<b>34,144</b>	<b>44,281</b>	<b>46,736</b>	<b>23,296</b>	<b>465,087</b>	<b>2,187,068</b>	<b>2,891,189</b>
Grants at end of year									( 928,716)	( 928,716)
									(928,716)	( 928,716)
<b>Depreciation</b>										
As at 1st April, 2008	(19,093)	( 13,624)	( 20,973)	( 30,456)	-	45,816	( 155)	( 279,864)	( 366,924)	( 776,905)
Charge for Period	( 1,517)	( 2,301)	( 1,314)	( 673)	-	920	( 228 )	( 17,698)	( 77,051)	( 101,702)
	<b>( 20,610)</b>	<b>( 15,925)</b>	<b>( 22,287)</b>	<b>( 31,129)</b>	<b>-</b>	<b>( 46,736)</b>	<b>( 383)</b>	<b>( 297,562)</b>	<b>( 443,975)</b>	<b>( 878,607)</b>
<b>Net book value:</b>										
As at 31st March 2009	19,566	4,732	7,457	3,015	44,281	-	22,913	167,525	814,377	1,083,866



## NAXXAR LOCAL COUNCIL

### Notes to the Financial Statements for year ending 2009

#### 13. Receivable

	2008/ 2009	2007/ 2008
	€	€
Receivables	83,912	51,680
LES Debtors	0	15,166
Prepayment and accrued income	-	-
	<hr/>	<hr/>

#### 14. Payable

	2008/ 2009	2007/ 2008
	€	€
Trade Creditors	348,290	323,412
Amounts due to Joint Committee	0	0
Accruals and deferred income	106	0
Refundable deposits	17,698	14,104
	<hr/>	<hr/>
	366,094	337,516

#### 15. Cash and Cash Equivalents

	2008/ 2009	2007/ 2008
	€	€
<b>Bank balances:-</b>		
Current Accounts	275,811	333,332
Savings Accounts	109,190	107,622
	<hr/>	<hr/>
Cash in hand	54	88
Cash at bank and in hand	<hr/>	<hr/>
	385,055	441,042

#### 16. Capital Commitments

Although the Council, by the end of the year, was already planning to have a number of roads re-surfaced, no formal commitments were made till that date.

#### 17. Contingent Liabilities

Council is still in dispute with Stencil Pave Ltd. over works carried out at the main square in the year 2000. Case is still in court. Furthermore there is a dispute with Philip Agius and Sons Ltd over works at Triq San Pawl and Triq Hans Christian Anderson. The contractor has committed himself to do remedial works at Triq Hans Christian Anderson whilst with regards to Triq San Pawl it was agreed to carry out extensive testing and depending on the outcome either the contractor remedies or else the Council pay the amounts due.