



## **Stock write-off**

# **NON-CONFIDENTIAL**

**Report by:** Clerk

**Date:** 29 March 2022

**Report to:** Full Council 04/2022

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Our 2021-22 year-end processing is scheduled in May. Any stock which needs writing off as part of the year-end processing needs to be ratified by Council.

A stock take of bar stock was performed in April 2020 when the bar closed down for Covid. Since then, many of the stock items have fallen out of date<sup>1</sup> and now need writing off.

Disposal of the written-off stock will be actioned by two officers and fully documented.

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### **RECOMMENDATION(S):**

**That Council ratifies this stock write-off.**

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<sup>1</sup> As confirmed by Caretaker audit