

## **HALEWOOD TOWN COUNCIL**

At a meeting of the Town Council held on Thursday 19<sup>th</sup> September 2013, at the Halewood Centre, the following members were

### **PRESENT COUNCILLORS**

Mrs E. Finneran (Chairperson)

K Dalton

A Harvey

T Fearn

Mrs. S Powell

Ms M Grant

T Powell

Ms. C Harris

G See

R Swann

### **Also in attendance:**

Mr. G MacKenzie, Town Manager

Miss L Joyner, Senior Administrator

Members of the Public – 0

### **APOLOGIES**

Apologies for non-attendance were received and accepted from Cllr. N Hogg and Cllr. A Flute.

### **49. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA**

The following declarations of interest were received:-

Cllr Mrs. E Finneran     Agenda item 15(a) - Planning Applications  
                                   Agenda Item 8 - Licensing  
                                   Agenda item 11 – Community Grant Applications

Cllr T Fearn                 Agenda Item 8 - Licensing

Cllr. Ms. C Harris         Agenda item 9 – Staff Training  
                                   Agenda item 10 – Summer Meals for Children  
                                   Agenda item 15(a) - Planning Applications

Cllr. A Harvey             Agenda item 15(a) - Planning Applications

Cllr. Mrs. S Powell        Agenda Item 8 - Licensing

Cllr. T Powell              Agenda Item 15(a) - Planning Applications

Cllr. G See                 Agenda Item 8 - Licensing  
                                   Agenda item 9 – Staff Training  
                                   Agenda item 10 – Summer Meals for Children

### **50. PUBLIC FORUM**

Public Forum – No items received.

## **51. MINUTES**

It was moved by Cllr. R Swann, seconded by Cllr. Ms. C Harris, and

RESOLVED:- that the minutes of the Town Council meeting held on 18<sup>th</sup> July 2013 be approved as a correct record and signed by the Chairman.

## **52. TOWN MANAGER'S INFORMATION UPDATE**

The Town Manager gave an update on the following items.

1. K.M.B.C. – Planning Application refusal for fast food takeaway, Wood Road, Halewood.
2. Festive Lighting
3. Internal Audit Visit - 10<sup>th</sup> September 2013
4. The Agon Trust – Delivery of work-readiness programme in Halewood for 16-24 year olds in Halewood.
5. Display of the Barclays Premier League Trophy – Event at the Arncliffe Centre on 30<sup>th</sup> October 2013.
6. Loan Sharks meeting – 16<sup>th</sup> September 2013
7. Members Ethics and & Standards Briefing Session – Thursday 3<sup>rd</sup> October 2013

RESOLVED:- (i) That the update be noted. (A copy of the update is filed with the minutes)

(ii) That a further update on Festive Lighting be presented to a future meeting of the Town Council.

## **53. BEST PRACTICE POLICY STATEMENT 2013/2014 (Town Council Mtg. 13/06/13 Min. 28 Refers)**

The Town Manager presented a copy of the eleventh Best Practice Policy Statement (BPPS), together with a report containing recommendations relating to the future production of the Statement.

It was moved by Cllr. G See, seconded by Cllr. A Harvey, and

RESOLVED:- (a) That the report be noted. (A copy of the report is filed with the Minutes).

(b) That the eleventh BPPS for the Town Council, as attached as an appendix to this report, be adopted, subject to the deletion of the performance target indicators for 2013/14.

(c) That the publication of the Statement on the Town Council's website be approved.

(d) That, in future years, as outlined in paragraph 3.7 of the report, full use of the existing media be used to publish all the information contained within the BPPS, without the need for a separate Statement.

(e) That the Town Manager contact the Editor of Halewood Focus, to discuss the possibility increasing the circulation of the publication, particularly in the Halewood West area.

#### 54. TELEPHONE SERVICES AT HOLLIES HALL AND THE ARNCLIFFE CENTRES

The Town Manager reported that he had recently held discussions about the provision of the Town Council's telephone services at Hollies Hall and the Arncliffe Centre with United Network Services Ltd.(Unitel). The report and recommendations of the Town Manager, together with details of the savings that could be achieved by changing supplier, were considered by the Council.

It was moved by Cllr. T Powell, seconded by Cllr. G See, and

RESOLVED:- (a) That the report be noted, including the proposal from Unitel (appendix 1) of the report. (A copy of the report is filed with the minutes)

(b) That the transfer of the telephone services be approved, as soon as practicable, for an Initial period of 12 months for the following telephone services from British Telecom to Unitel:-

Arncliffe      0151 428 1929 – main telephone  
                    0151 428 XXXX – alarm line

Hollies         0151 487 7418 – main telephone

**Note: Cllr. T Fearn and Cllr. S Powell, having declared an interest, left the meeting during the discussion of the following item. Cllr. Mrs. E Finneran and Cllr. G See having declared an interest remained in the room, but took no part in the discussion.**

#### 55. LICENSING ISSUES

The Council considered the report of the Town Manager regarding various issues relating to the licensable activities undertaken by the Town Council.

It was moved by Cllr. A Harvey, seconded by Cllr. M Grant, and

RESOLVED:- (a) That the report be noted, in particular the proposal to register Hollies Hall and the Arncliffe Centre, as Food Business Establishments. (A copy of the report is filed with the Minutes)

(b) That the recommendation in paragraph 3.1.1. h) that a suitable member of Town Council (permanent) trained staff be identified and apply to their home Local Authority for a Personal Licence, be approved.

(c) That the recommendation in paragraph 3.1.2. c) that an Umbrella Licence is obtained Motion Picture Licence Company in respect of the Arncliffe Centre, be approved.

(d) That the transfer of the Premises Licences to the Town Manager for The Arncliffe Centre and Hollies Hall be noted.

**Note: Cllr. Ms. C Harris and Cllr. G. See, having declared an interest, left the meeting during the discussion of the following item.**

## **56. STAFF TRAINING**

A report was presented by the Town Manager that outlined a programme of staff training to be undertaken during October 2013.

It was moved by Cllr. A Harvey, seconded by Cllr. M Grant , and

RESOLVED:- (a) That the report be noted. (A copy of the report is filed with the minutes)

(b) That the programme of training as outlined in paragraphs 3.3 and 3.7 of the report at a cost of £900, be approved.

(c) That Customer Service training be offered to elected members.

**Note: Cllr. Ms. C Harris and Cllr. G. See, having declared an interest, left the meeting during the discussion of the following item.**

## **57. SUMMER MEALS FOR CHILDREN (Town Council Mtg. 18/07/13 Min. 45 Refers)**

The Council considered the report of the Town Manager that provided an update on the Summer Meals for Children Project, and outlined proposals for way forward.

It was moved by Cllr. R Swann , seconded by Cllr. T Powell , and

RESOLVED:- (a) That the report be noted. (A copy of the report is filed with the minutes)

(b) That the immediate payment of the invoice referred to in paragraph 3.7 of the report, be approved.

## **58. HALEWOOD COMMUNITY GRANT FUND APPLICATIONS – SEPTEMBER 2013**

### (i) HCCF Application No. 13-14/7 Halewood Arts Association

A grant was requested for £500, towards the cost of materials, artists and volunteers required to support their Halloween activities, principally, their partnership with Halewood Community Spirit's Halewood Spooktacular event on 31<sup>st</sup> October, centred in Halewood Country Park and the Arncliffe Centre.

### (ii) HCCF Application No. 13-14/8 Halewood Angling Association

A grant of £500 was requested, towards the cost of fish stocks at "The Ducky Pond" in Halewood Country Park (subject to the outcome of an application to Knowsley MBC for a grant to cover Public Liability Insurance).

### (iii) HCCF Application No. 13-14/9 Merseyside Arts Theatre & Education (MATE)

A grant of £457.20 was requested, towards the cost of stage curtains and lighting to support their fundraising Murder Mystery Nights on 25<sup>th</sup> and 26<sup>th</sup> October, to be held at the Arncliffe Centre.

It was moved by Cllr.A Harvey, seconded by Cllr. Ms C Harris , and

**RESOLVED:-** (a) That, in accordance with the Power of Competence (Localism Act 2011), a grant of £500 be awarded to the Halewood Arts Association.

(b) That the application from Halewood Angling Association be deferred, pending the receipt of additional information.

(c) That, in accordance with the Power of Competence (Localism Act 2011), a grant of £457.20 be awarded to the Merseyside Arts Theatre & Education.

## **59. REQUESTS FOR CONCESSIONARY OR FREE USE OF FACILITIES – SEPTEMBER 2013**

The Council considered applications for free or concessionary use of The Arncliffe Centre and Hollies Hall.

It was moved by Cllr. Ms C Harris, seconded by Cllr. A Harvey, and

**RESOLVED:-**

(a) Secret Ingredients

That free hire be approved to Secret Ingredients Dance Group use of Hollies Hall on Friday 20<sup>th</sup> December 2013, for the purpose of holding a Dance Show.

(b) Bridgefield Swimming Club

That free hire be approved to Bridgefield Swimming Club for use of Hollies Hall on Saturday 14<sup>th</sup> December 2013, for the purpose of a fundraising and awards event.

(c) Merseyside Arts & Theatre Education (MATE)

That free hire be approved to MATE for use of the Arncliffe Centre on Friday 25<sup>th</sup>, and Saturday 26<sup>th</sup> October 2013, for the purpose of holding two Murder Mystery events

(d) Halewood Taekwondo

That free hire be approved to Halewood Taekwondo for use of the Arncliffe Centre on Saturday 7<sup>th</sup> December 2013, for the purpose of holding a celebration of students achievements.

## **60. SCHEDULE OF PAYMENTS**

**RESOLVED:** (a) that the schedule of payments & direct debits amounting to £4597.60 and the addendum circulated at this meeting amounting to £2609.47, be approved.

(b) that the interim schedule of payments made during the summer recess, authorised in accordance with Standing Order Section 3D be endorsed  
13<sup>th</sup> August 2013 - £11225.29 (including pre-payments & Direct Debits)  
28<sup>th</sup> August 2013 - £4965.23 (including pre-payments & Direct Debits)

## **61. REPORTS FROM CONFERENCE/REPRESENTATIVE BODIES**

(a) Cllr. E Finneran gave a report about a recent meeting of the Culturefest Group that she had attended and reported that an event was planned during to the Culturefest week in June 2014 to celebrate St. Nicholas' Church being 175 years old.

(b) Cllr. K Dalton reported that he and the Town Manager had attended the “Employment Workshop” organised by the Lancashire Association of Local Councils on Wednesday 18<sup>th</sup> September 2013.

RESOLVED:- That the reports be noted.

## **62. CORRESPONDENCE**

**Note: Cllr. Ms. C Harris, Cllr. T Powell and Cllr A. Harvey having declared an interest, left the meeting during the following item. Cllr. E Finneran, remained in the room but took no part in the discussion of this item.**

### **(a) KMBC -Planning Applications Registered**

Planning Applications for the current period were considered.

RESOLVED:- (i) That the following Planning Applications be noted:-

Planning Application Reference 13/00467/FUL  
Planning Application Reference 13/00497/FUL  
Planning Application Reference 13/00473/FUL  
Planning Application Reference 13/00475/FUL

Meeting closed at 8.50 p.m.

Signed .....

Date .....