**HALEWOOD TOWN COUNCIL**

At a Meeting of the Town Council held on Wednesday 19th October 2016 (7.00 pm), at the New Hutte Neighbourhood Centre, Lichfield Road, Halewood, L26 1TT the following Members were:-

PRESENT

COUNCILLORS

Miss C Rose (Chairperson)

S Ball A Harvey

K Dalton Ms. C Harris

Mrs. E Finneran D Perry

Mrs. A Farrell D Samuels

I S Hamilton B Swann

**Also in attendance:-**

G MacKenzie, Town Manager

L Joyner, Senior Administrator

Members of the Public – 5

**74. APOLOGIES**

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

**75. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA**

Cllr. Mrs. A Farrell Agenda item 15 – Applications for Concessionary Hire (Listening Ear)

Cllr. Mrs. E Finneran Agenda item 18(a) - Planning Applications

Agenda item 14 – Halewood Community Grants Fund (Halewood Comm. Spirit)

Cllr. Miss C Rose Agenda item 7 – Halewood Christmas Concert.

Agenda item 15 – Applications for Concessionary Hire (Your Voice Your Choice)

**76. PUBLIC FORUM**

(i) Mr. A Lucock, Halewood Community Spirit addressed the Council to advise that the proposed Halloween Event would not be taking place this year. This was due to difficulties in securing a suitable location that was big enough to accommodate the event; accordingly the group wished to withdraw their Halewood Community Grant Application due for consideration later in the agenda. Mr. Lucock thanked the Town Council for their support and with this matter and indicated that the Christmas Event would still be taking place at Halewood Shopping Centre on 10th/11th December 2016.

(ii) Mr. R Walker, welcomed the appointment by Halewood Town Council of a Buildings and Communities Officer and suggested she works with Halewood Community Spirit and Community Groups in Halewood.

**77. MINUTES.**

It was moved by Cllr. A Harvey and seconded by Cllr. Mrs. A Farrell and

RESOLVED:- That the minutes of the Town Council Meeting held on 15th September 2016, be approved as a correct record and signed by the Chairperson.

**78. TOWN MANAGER’S INFORMATION UPDATE**

The Town Manager gave an update on the following items:-

1. Building & Communities Officer (B & C O)

2. The Arncliffe Sports & Community Centre

3. Halewood Speed Limits

4. Financial Advice Service

5. Hollies Road Playground & Elwyn Gardens

6. Holidays

RESOLVED:- That the Town Manager’s update report be noted.

**79. KITCHEN DEVELOPMENTS AT THE ARNCLIFFE SPORTS & COMMUNITY CENTRE**

The Town Manager presented a report that built on the previous resolutions of the Town Council in relation to the kitchen development proposals at the Arncliffe Centre. A proposed floor plan was presented and Members comments and approval were requested.

It was moved by Cllr. I Hamilton and seconded by Cllr. D Samuels and

RESOLVED:- (i) That the report be noted.

(ii) That the proposed floor plan be approved.

(iii) That approval be granted for the Town Manager to proceed with the next steps as outlined

in para 3.8 and 3.9 of the report.

(Note:- Cllr. A Harvey requested that his opposition to the decision to proceed with the floor plan presented be recorded)

**Cllr. Miss C Rose having declared an interest did not take part in the consideration of the following item. (Cllr. Ms. C Harris in the Chair)**

**80. HALEWOOD CHRISTMAS CONCERT 2016**

The Council considered the report of the Town Manager which detailed proposals to hold a Christmas Concert in Halewood Academy on Monday 5th December 2016. Approval of the level of the Town Council’s financial sponsorship was requested. Tickets for the event would be held at last years cost of £5.00.

Cllr. Mrs. Finneran suggested that the Lord Mayor of neighbouring Hale Village be invited to the event to increase publicity and hopefully work together on future projects.

It was moved by Cllr. Mrs. E Finneran and seconded by Cllr. D Perry and

RESOLVED:- (i) That the report be noted.

(ii) That the proposal outlined in the report be endorsed and a payment of the Town Council’s

Contribution of £3,350 be approved.

(iii) That the Lord Mayor of Hale Village be invited to attend the Concert.

**81. REMEMBRANCE DAY SERVICE 13TH NOVEMBER 2016**

The Town Manager presented a report that contained details of the arrangements for this year’s Remembrance Day Service to be held at St. Nicholas Church, on Sunday 13th November 2016.

Cllr. Harvey proposed that a White Poppy wreath be purchased. This proposal as not seconded.

RESOLVED:- (i) That the report be noted.

(ii) To note the arrangements and approve the purchase of a red Poppy wreath at a cost of £30.

**82. CONCLUSION OF AUDIT FOR 2015-2016**

The Council considered the report of the Town Manager.

Cllr. B Swann congratulated the Town Manager and staff on the successful conclusion of the 2015/16 Audit.

It was moved by Cllr. I Hamilton and seconded by Cllr. A Farrell and

RESOLVED:- (i) That the conclusion of the Annual Audit be noted.

(ii) That it be noted that the Annual Return for 2015-2016 has been certified by the External

Auditor.

(iii) That the completed return be approved and accepted.

(iv) That the Issues Arising Report issued by BDO and the status of the actions as indicated

in paragraph 3.4 of the report be noted.

(v) That it be noted that the official ‘Notice of Conclusion of Audit’ has, in accordance with

the Local Audit and Accountability Act 2014 Accounts and Audit Regulations 2015, been

on display for a period of 14 days at various locations in the Township.

**83. CHRISTMAS FESTIVE LIGHTING**

The Town Manager presented a report that contained proposals and costs for this year’s festive lighting installations at the Halewood Shopping Centre and Town Council’s premises.

It was moved by Cllr. K Dalton and seconded by Cllr. D Samuels and

RESOLVED:- (i) That the report be noted.

(ii) That the total costs associated with the erection and taking down of the Town Council’s

Festive lights at the Shopping Centre as outlined in paragraph 3.5 below be approved,

to be funded out of the Specific Reserves set aside for this purpose.

(iii) That the contract for the installation, taking down and storage of the festive lights for

2016 be awarded to Field and Lawn Ltd. at a cost of £2242.70.

(iv) That the supply of an external Christmas tree at Hollies Hall as outlined in para. 3.7

of the report be approved.

**84. LOCAL GOVERNMENT AWARD SCHEME**

The Town Manager presented a report that provided Members with an update on the Town Council’s application for Quality Status under the (new) Local Council Award Scheme. The Town Manager was delighted to report that following assessment, the application was successful and this Town Council was given “The Quality Award” an accreditation that last 4 years. It was noted that Halewood Town Council were the first Local Council in Merseyside and Lancashire to be accredited under the new scheme. The Town Manager thanked Members and staff for their support with production of the submission.

The Chairperson congratulated and thanked the Town Manager and staff on this achieving this accolade.

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

RESOLVED:- (i) That the report be noted.

(ii) That the Town Manager’s verbal update on the accreditation feedback document be noted.

**85. HOLLIES HALL CCTV SYSTEM**

The Town Manager reported that some of CCTV equipment at Hollies was in need of essential repair/replacement. The Town Manager outlined the faults being experienced at the moment and indicated that 2 quotations (of 3 requested) for the replacement of aerials and to provide a more up to date Digital Video Recorder.

It was noted that a security survey of Hollies Hall and the Arncliffe Sports and Community Centre would be undertaken on 3rd November 2016 and the results would be reported to a future Town Council Meeting.

It was moved by Cllr. I Hamilton and seconded by Cllr. B Swann and

RESOLVED:- (i) That the report be noted.

(ii) That approval be granted to place contracts for the total sum of £2,600 as set out in para 3.8 of the report to be allocated against the stated Specific Reserve.

**86. MID YEAR REVIEW OF 2016/2017 BUDGET**

The Town Manager presented a report that outlined the budget position of the Town Council as at the mid-year point of 30th September 2016. It was noted that the current financial position indicated a 5% improvement on the operational budget for the principal reasons outline in para 3.5 of the report.

It was moved by Cllr. A Farrell and seconded by Cllr. K Dalton

RESOLVED:- (i) That the report be noted.

(ii) That the recommendations contained in para 4.2 of the report be followed to monitor the

Budget closely, and to continue to look at opportunities to increase revenue and to reduce costs.

**87. HALEWOOD COMMUNITY GRANTS FUND – APPLICATIONS SEPTEMBER 2016**

(a) Application No. 16/17-10 Happy Feet

This application is to provide the finance for the provision of a Christmas Day dinner and activities for residents who ‘would otherwise be on their own’.

(b) Application No. 16/17-11 St. John Vianney SVP

This application is to fund the applicants Christmas appeal under which it is hoped to provide 20 people/families in Halewood, suffering from deprivation with seasonal goods.

(c) Application No. 16/17–12 Halewood Community Spirit

Application withdrawn following cancellation of proposed Halloween event.

It was moved by Cllr. A Harvey and seconded by Cllr. D Samuels and

RESOLVED:- (i) That the report be noted.

(ii) That, in accordance with the Localism Act 2011 (Power of Competence), a grant of

£450 be awarded to Happy Feet. Cllr. Miss Rose agreed that she would also make a

donation of £50 from the Mayor’s account towards this event.

(iii) That, in accordance with the Localism Act 2011 (Power of Competence), a grant of

£450 be awarded to St. John Vianney SVP.

**Cllr. Miss C Rose and Cllr. Mrs. A Farrell having declared an interest did not take part in the consideration of the following item. (Cllr. Ms. C Harris in the Chair)**

**88. APPLICATIONS FOR FREE OR CONCESSIONARY HIRE OF FACILITIES**

The following applications were considered by Members:-

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Applicant** | **Venue** | **Date** | **Event** | **Full Hire Cost** |
| Your Voice – Your Choice | Hollies Hall | Saturday 8th October 2016 | Fundraised and 1st Birthday Party | £65.00 |
| Listening Ear | The Arncliffe Sports & Community Centre | Mon- Fri 24th -28th October 2016 | Diversionary activity for children and young people. | £100.00 |
| Halewood Stroke Club | The Arncliffe Sports & Community Centre | Thursday 8th December 2016 | Christmas Party | £65.00 |
| MATE  Productions | Hollies Hall | Friday 9th  December 2016 | Performance of ‘Two’ | £65.00 |

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

RESOLVED:- (i) That the report be noted.

(ii) That free hire be approved for the events listed above.

**89. SCHEDULE OF PAYMENTS**

RESOLVED:- i) That the schedule of payments, addendum, pre-payments and direct debits amounting to

£14,293.38 be approved.

Schedule of payments – October 19th 2016

|  |  |
| --- | --- |
| **PAYEE** | **AMOUNT** |
| Metropolitan Borough of Knowsley  Metropolitan Borough of Knowsley  Unitel Network Services  B & M Waste Services  B & M Waste Services  Viking Payments  United Utilities Water Limited  United Utilities Water Limited  MN Badger Limited  W Cottrell Limited  B & M Office Machines Limited  Metropolitan Borough of Knowsley  Halewood Focus  Wray Bros Limited  Fiddies Flooring  Mr A See  Metropolitan Borough of Knowsley  Blachere Illumination UK Limited  BDO LLP  Vivark Limited  Wray Bros Limited  JRB Enterprises Limited  Metropolitan Borough of Knowsley  Metropolitan Borough of Knowsley  Metropolitan Borough of Knowlsey  The Wigan Beer Company  The Wigan Beer Company  Bentham Limited  Pitchworks Limited  Virgin Media Business  Lancashire County Training Partnership | £787.00  £593.00  £61.32  £126.12  £129.64  £67.90  £810.82  £810.82  £79.20  £72.00  £16.04  £108.00  £130.00  £94.94  £318.00  £49.00  £37.00  £136.50  £1,200.00  £3,012.70  £106.91  £386.40  £50.00  £180.00  £180.00  £2,055.68  £2,299.18  £257.61  £39.60  £48.00  £50.00  **£14,293.38** |

**90. REPORTS FROM CONFERENCE/REPRESENTATIVE BODIES**

The following reports were received:-

(a) Cllr. Mrs. E Finneran – Visit to Ballinasloe, Ireland.

(b) Cllr. D Samuels – Labour Constituency Meeting, issued about Tax Credits

RESOLVED:- (i) That the reports be noted.

**Cllr. Mrs. E Finneran having declared an interest did not take part in the consideration of Planning Applications.**

**91. CORRESPONDENCE**

**(a) Planning Applications**

The following Planning Applications were considered:-

|  |  |  |  |
| --- | --- | --- | --- |
| Application Number | Applicant | Location | Proposal |
| 16/00578/FUL | Mr. P Challoner | 87 Turnstone Drive | Erection of single storey extension to side and rear of existing dwelling. |
| 16/00577/FUL | MAC Roofing &  Contracting Ltd | Hayes Farm, Lower Road | Erection of 2 no. 4 bed detached dwellings together with relocation of parking of existing dwellings |
| 16/00587/FUL | Mr S Head | 2 North End Lane | Erection of single storey side extension/part rear infill extension (existing conservatory to be demolished) together with conversion of rear garage to form living accommodation and store room. |
| 16/00600/FUL | Miss C Foster | 83 Baileys Lane | Erection of single storey extension to rear and side of existing dwelling |
| 16/00350/NMA | Jaguar Landrover | Land at South Road | NMA in relation to approved application 16/00350/FUL (construction of new 145 space car park and associated works) |
| 16/00634/FUL | Mrs L Clarke | 1 Rutland Avenue | Erection of bay window to front of dwelling: erection of two storey extension to side and single storey extension to rear of existing dwelling |
| 16/00640/FUL | Mr L Nichol | 27 Turnstone Drive | Erection of single storey extension to side of existing dwelling |

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

**92. EXEMPT ITEM**

RESOLVED:-

That under Section 100(A) of the Local Government Act 1972, the public be excluded for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 1 of part 1 of Schedule 12A to the Act.

**93. GOVERNANCE**

The Town Manager presented a report and requested Members and consideration and direction on the issue of ‘Governance’ within Halewood.

RESOLVED:- (i) That the report be noted.

(ii) That consideration of this item be deferred to the Town Council meeting on 17th

November 2016.

Meeting closed at 9.05 pm

Signed ....................................... Date ...............................................