**HALEWOOD TOWN COUNCIL**

At a Meeting of the Town Council held on Thursday, 21st July 2016 (7.00 pm), at the Arncliffe Sports & Community Centre, Arncliffe Road, Halewood, L25 9PA the following Members were:-

PRESENT

COUNCILLORS

Ms. C Harris (Vice-Chairman in the Chair)

S Ball A Harvey

K Dalton N Hogg

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 – 1

**45. APOLOGIES**

Apologies for non-attendance were received and accepted from Cllr. Miss C Rose.

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

Cllr. Ms. C Harris - Agenda Item 11 – Halewood Community Grants Fund

Cllrs. Mrs. E Finneran - Agenda Item 14(a) Planning Applications

**47. INTRODUCTION OF CO-OPTED MEMBER TO REPRESENT HALEWOOD WEST WARD**

Prior to the discussion of this item Cllr. Swann advised members that a formal complaint has been submitted to the Monitoring Officer, Knowsley MBC about the procedure used to co-opt a member to serve on the Town Council.

The Chairperson introduced and welcomed Cllr. Mrs. Ann Farrell, the candidate to be co-opted onto Halewood Town Council to fill the vacancy in Halewood West Ward following the Special Meeting of the Town Council held on 19th July 2016. Cllr. Farrell’s Declaration of Acceptance of Office was duly received.

**48. PUBLIC FORUM**

No items raised.

**49. MINUTES.**

RESOLVED:- That the minutes of the Town Council Meeting held on 22nd June 2016, be approved as a correct record and signed by the Chairperson.

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

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

1. 80th Anniversary of the International Brigade

2. Planning

3. Elwyn Gardens

4. Halewood Academy

5. Halewood Culturefest

6. Right of Electors

7. Town Council Minutes

8. Holidays

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

**51. HILTON GRACE RECREATION GROUND – FOOTBALL PITCHES**

The report of the Town Manager regarding pitch fees, and the purchase of new goal posts for the two adult sized pitches at Hilton Grace Recreation Ground, was considered.

It was moved by Cllr. I S Hamilton and seconded by Cllr. K Dalton, and

RESOLVED:- (i) That the report and in particular the increased uptake in usage be noted.

(ii) That the pitch fees for 2016/17 be increased to £200 for shared use; £400 for

sole (exclusive) use.

(iii) That, the action taken to purchase goals, nets, net supports and steel drop in lids for the

sockets, at a total cost of £1583 (for both of the pitches) as outlined in paras 3.10 and 3.11

of the report, be approved.

**52. DEVELOPMENT PROPOSALS FOR THE ARNCLIFFE SPORTS AND COMMUNITY CENTRE AND HOLLIES HALL**

The Town Manager presented a report that built on previous resolutions of the Town Council in relation to the development proposals at the Arncliffe Sports and Community Centre and Hollies Hall. The results of the recent tender exercise for the replacement of the Hot Water Boilers and Cylinders at both Centre, and that of the further feasibility work into the upgrade of kitchen facilities were specifically presented.

The Town Manager indicated that regarding the upgrading of the kitchen facilities and any associated work to the toilet areas, the only way of identifying true costs would be to proceed with one of the options and for Bradshaw Gass & Hope LLP to finalise and agree the design and to obtain competitive tenders.

The report also examined potential funds available to aid member’s deliberations.

It was moved by Cllr. I S Hamilton and seconded by Cllr. N Hogg, and

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

(ii) That the boilers at Hollies Hall and The Arncliffe Sports and Community Centre be replaced

as soon as practicably possible.

(iii) That the contract for the replacement of the boilers at both Centres, at a cost of £20,425, be

awarded to Ecoblue Heating Ltd. and that payment of a 50% deposit with the order, be

approved.

(iv) That regarding the upgrading of the kitchen facilities and toilet areas at the Arncliffe Sports

and Community Centre, it was agreed that the Town Council instruct Bradshaw, Gass &

Hope LLP to develop and agree a design for Option 3 of the Town Managers report and to

obtain competitive quotations for the works.

**53. ACCESS TO HOLLIES MEDICAL CENTRE**

The Town Manager presented a report that outlined a proposal to provide a safe access route to Hollies Medical Centre over land leased to the Town Council. It was noted that the Practice Freeholder has agreed to share the cost on a 50/50 basis.

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

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

(ii) That the Practice Freeholder’s offer as outlined in para 3.5 of the report be approved.

(iii) That the ‘Memorandum of Understanding’ be approved and the Chairperson of the

Town Council be authorised to sign it on the Town Council’s behalf.

(iv) That the quotation submitted by M N Badger in the sum of £1,280.50 be accepted and

Approved, to be split 50/50 with the Practice Freeholder as agreed.

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

The following applications were considered by Members:-

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Applicant** | **Venue** | **Date** | **Event** | **Full Hire Cost** |
| Kingsthorne JFC | Hollies Hall | Saturdays -  23rd July 2016 &  30th July 2016 | Awards evenings and Fundraising event | £130.00 |
| Memory Lane | The Arncliffe Sports & Community Centre | Friday 19th August 2016 | Fundraising Night | £65 |
| Nouveaux Morris Dancers | The Arncliffe Sports & Community Centre | Saturday  27th Aug 2016 | Fun Day | £60 |
| Woolton Whippets FC | Hollies Hall | Saturday 1st  October 2016 | Fundraiser for children’s U10’s football team | £90 |
| Jill Marquis | The Arncliffe Sports & Community Centre | Saturday 1st October 2016 | 40th Wedding Anniversary celebration and fundraising event for Knowsley Foodbank and CAB | £65 |
| Halewood Community Spirit | The Arncliffe Sports & Community Centre | Saturday 29th October 2016 | Halloween Spooktacular | ? |
| Halewood Tae Kwando | The Arncliffe Sports & Community Centre | Saturday 17th December 2016 | Awards evening and fundraising celebration | £90 |

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

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

(ii) That free hire be approved for the events listed above on the dates indicated, apart from

the application from Halewood Community Spirit, which is still subject to confirmation

that the event is taking place.

**55. HALEWOOD COMMUNITY GRANTS FUND – APPLICATIONS JULY 2016**

Cllr. Ms. C Harris having declared an interest in this item took no part in the discussion thereof and moved that Cllr. N. Hogg act a Chairman of the meeting for this item. This was seconded by Cllr. D Perry.

The Council considered the following applications:-

(a) Application No. 16/17-7 Torrington Drive Community Association

This application sought assistance, with the delivery of a summer programme of activities for children and families.

(b) Application No. 16/17-8 Family Voices – Family Choices

This application sought assistance with the delivery of diversionary activity for 7-14 year olds at Halewood Leisure Centre.

(c) Application No. 16/17–9 KOPFO Ltd

Application from Knowsley Older Peoples Fun Olympics Ltd. seeking financial assistance to hold their annual Olympic style event which this year will be held in Halewood.

It was moved by Cllr. I S Hamilton and seconded by Cllr. K Dalton, and

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

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

£500 be awarded to Torrington Drive Community Association.

(iii) That the application from Family Voices – Family Choices be refused.

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

£360 be awarded to KOPFO Ltd.

Note:- Cllr. Ms. C Harris back in the Chair.

**56. SCHEDULE OF PAYMENTS**

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

£18459.88 be approved.

|  |  |
| --- | --- |
| **PAYEE** | **AMOUNT** |
| Unitel Network Services  Metropolitan Borough of Knowsley  Metropolitan Borough of Knowsley  B & M Waste Services  B & M Waste Services  St Mark’s Catholic Primary School  St Andrew the Apostle Primary School  IVS Tuesday Club  Halewood Parish Holiday Club  Halewood Parish Holiday Club  Metropolitan Borough of Knowsley  C3 Imaging Liverpool  Impressions Screen Print  ESCA UK Limited  Virgin Media Business  United Utilities Water Limited  Joe Pilson  Metropolitan Borough of Knowsley  EDSL  Viking Payments  B & M Office Machines Limited  The Wigan Beer Company  The Wigan Beer Company  Wray Bros Limited  Ecoblueheating Limited  North West Employers  M N Badger Limited  The Guardian Shutter Co. Limited  SSE  Unitel Network Services  LALC  Wray Bros Limited  Viking Payments  Sage (UK) Limited  Wilson & Scott Limited  Halewood Children’s Centre  United Utilities Water Limited  FirstArk Limited  **Total** | £65.70  £787.00  £593.00  £151.74  £126.12  £2000.00  £1295.00  £450.00  £450.00  £50.00  £50.00  £108.00  £21.24  £289.20  £48.00  £1741.78  £20.00  £180.00  £36.00  £80.22  £21.28  £1957.40  £1270.98  £36.92  £125.00  £269.72  £84.00  £283.20  £443.72  £62.83  £80.00  £74.82  £179.43  £847.20  £907.44  £681.00  £791.94  £1800.00  **£ 18,459.88** |

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

The following reports were received:-

(a) Cllr. A. Harvey – Meeting with Oliver King Foundation

(b) Cllr. I S Hamilton – NALC Meeting

(c) Cllr. Ms. C Harris – Culturefest Meeting

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.**

**58. CORRESPONDENCE**

**(a) Planning Applications**

The following Planning Applications were considered:-

|  |  |  |  |
| --- | --- | --- | --- |
| Application Number | Applicant | Location | Proposal |
| 16/00370/FUL | Mr. D Nolan | 28 Elmswood Avenue  Halewood | External alteration to rear elevation by way of removal of ground floor patio doors and window and install of bi-folding doors |
| 16/00418/FUL | Ms. S Lee | 1 Mansell Drive  Halewood | Erection of front porch |
| 16/00383/FUL | Jaguar Land Rover | JLR Experience  Halewood Boulevard | Extension of existing car park to provide an additional 23 car parking space and associated works. |
| 16/00406/FUL | Mr. C Johnson | The Barkley Mill  Greensbridge Farm  Greensbridge Lane | Erection of two storey extension to side of existing dwelling |
| 16/00438/PDE | Mrs. E Devereux | 89 Hollies Road  Halewood | Erection of single story extension |

RESOLVED:-

(i) That the Planning Applications be noted.

**59. 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.

**60. STAFFING UPDATE**

The Town Manager presented a report that provided an update on the 2016/17 payroll budget and proposed a re-designation of the post of Premises Officer previously agreed by the Town Council at its meeting held on 15th October 2015 (minute 64 refers).

Following discussion, it was moved by Cllr. D Samuels and seconded by Cllr. Mrs A. Farrell, and

RESOLVED:- (i) That the report be noted, in particular the contents of the tables at paras 3.2. and 3.4.

(ii) That the deletion of the post of Premises Officer from the Town Council’s agreed staffing structure be approved.

(iii) To approve the establishment of a Buildings and Communities Officer (B&CO) post within the Town Council’s staffing structure.

(iv) That the Job Description and Person Specification for the B&CO post attached to the report be approved.

(v) That, noting the timescales indicated in para 3.11 of the report, the commencement of a recruitment process for the B&CO in the manner previously agreed by the Town Council for the Premises Officer (Meeting 26th April 2016 minute 162 refers) be approved.

Meeting closed at pm

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