

## **HALEWOOD TOWN COUNCIL 2**

Minutes of the Meeting of the Town Council held on Thursday 17<sup>th</sup> October 2019 (7.00pm) at the Arncliffe Sports and Community Centre.

### **PRESENT**

Councillors  
Cllr. C Rose (Mayor)

Cllr. K Dalton	Cllr. S Harvey
Cllr. A Harvey	Cllr. T Lucock
Cllr. F Martin	Cllr. B Dunn
Cllr. B Swann	

Members of the public. 12

### **Also in attendance:-**

G Allen - Town Manager  
K Newton - Senior Administrator  
A McCaffrey – Support Officer  
J L Flynn – Support Officer

### **67. APOLOGIES**

Apologies for non-attendance were received and accepted from, Cllr. S Powell, Cllr. T Powell, Cllr Y Graves and Cllr. D Samuels.

### **68. DECLARATION OF INTEREST IN ITEMS ON THE AGENDA**

**Cllr. B Dunn** – Health and Adult Social Care  
**Cllr. A Harvey** – Planning

### **69. PUBLIC FORUM**

In accordance with Standing Order 1.8 – 1.17, members of the public, having made prior arrangements with the Town Manager, may be invited to speak to the meeting of the Town Council on a matter concerning the Township of Halewood.

The Chairperson invited two persons from the public who had registered their intention to speak:

- 1. Mr. G. Dever** - Mr. Dever is a lead member of the Halewood Carers Group which offer help to adults with support needs. Mr Dever drew the council's attention to the financial strain now experienced by families since they were moved from the New Hutte Neighbourhood Centre to Halewood Leisure Centre. Their costs have increased and the Leisure Centre is not the best venue

The Mayor moved standing orders to allow Cllr. A Harvey to respond to the question raised who logged concerns about the matter. Cllr B Swann further advised Mr. Dever to log his concerns with the borough Councillors present at the meeting as Adult Social Care is a matter for the Principal Authority not the Town Council.

- 2. Mr. G. Tyrrell** – Informed Councillors and the public of a change in stance by the Royal British Legion about the use of the 'red poppy'. They now agree the red poppy exists for

non-military victims of conflicts, not just military personnel. Mr. Tyrrell advised this was a positive endorsement of the long-run campaign of those who advocate for the use of the white poppy.

The Mayor advised this item is covered later on the agenda.

- 3. Mr. E. Mackintosh** – Raised concerns about the multiple absences of several Councillors of the Town Council to meetings. He asked that the council address this matter.

The Mayor advised that absences are covered through the standing orders of the Town Council. She further advised that discussions have occurred between the leaders of the Labour and Halewood Independent Groups to address this particular matter.

Standing orders were reinstated.

## **70. MINUTES**

1. Meeting of September 19<sup>th</sup> 2019

It was **moved** by Cllr C Rose and **seconded** by Cllr A Harvey

**RESOLVED:** (a) That the minutes of the Town Council Meeting held on 27<sup>th</sup> June 2019 be approved as a correct record and signed by the Chairman with the changes below made to the record.

- Cllr D Samuels was not present.
- Cllr B Swann advised that Health Watch are invited to work with the Town Council for the planning of an event rather than attend a formal meeting.
- Cllr B Dunn advised that the words “and to allocate resources” on page 4 be deleted.

## **71. TOWN MANAGERS INFORMATION UPDATE**

The Town Manager gave a written update on the following items:-

1. Halewood Connects.
2. Staffing.
3. Ethics & Standards Briefing.
4. Staff Training Plan.
5. Town Green status.
6. NALC Annual Conference.
7. Memory Lane Dementia Garden.

The Town Manager also advised that Knowsley MBC have made contact with the Town Council regarding the possible use of The Hollies and Arncliffe Centres for the purposes of a General Election before Christmas.

**RESOLVED:** (a) That the report be noted.

## **72. HALEWOOD CHRISTMAS CONCERT 2019**

The report of the Town Manager was considered, this detailed the plans for the Halewood Christmas Concert on December 10<sup>th</sup> and the allocation of funding to this end. The Town Manager also wished members to note the considerable effort and capacity by Town Council staff given to the planning, delivery and exiting of the event with limited support of partners.

Cllr A Harvey reminded the meeting that the Annual Concert is a very positive event and that Halewood started running it back in the early 1980's.

Cllr B Swann advised members that opportunities have been missed in previous years to send invitations to out-of-borough partners to help raise the profile and status of Halewood Town Council. He particularly noted the Mayor of Hale Town Council, the Mayors of Prescot, Whiston and Knowsley Town Councils and the Mayor of Liverpool. Cllr A Harvey also proposed adding the Metro Mayor to the list

**It was moved by Cllr B Swann and seconded by Cllr C Rose**

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

(ii) That invitations are sent to the persons/Mayors noted above.

(iii) That the funding of £3,350 is allocated to the project.

## **73. REMEMBERANCE DAY SERVICE 10<sup>TH</sup> NOVEMBER 2019**

The report of the Town Manager was considered, this detailed the plans for the contribution of the Town Council to the Remembrance Day Service in Halewood on 10<sup>th</sup> November. The report outlined the laying of a white poppy wreath funded by the Town Council in addition to the traditional red poppy wreath purchased from the Royal British Legion.

Cllr T Lucock raised the need to commemorate victims of terrorism as part of the Town Council's contribution to the service on November 10<sup>th</sup>.

**It was moved by Cllr B Swann and seconded by Cllr S Harvey**

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

## **74. COUNCILLORS AWAY DAY**

The report of the Town Manager was considered, this detailed the outcomes of the Councillors Away Day attended by 10 members on September 19<sup>th</sup>. In addition, the Town Manager thanked Councillors for their positive attitude and efforts to work collaboratively across political lines. The Town Manager requested comments and endorsement of the three key recommendations from the day.

A number of Councillors contributed to discussion about the establishment of a Policy & Finance Committee.

Cllr B Swann was concerned it will lead to two formal meetings per month in addition to group meetings and working groups. The Mayor shared the concerns of Cllr B Swann but suggested the

committee meeting dates were agreed but only used as and where needed – the detailed discussion of finance and staffing issues were suggestions. Cllr B Swann also proposed that Policy & Finance Committee would then be a meeting discussing exempt items using green paper.

The Mayor also proposed that a letter of thanks is sent to Prescot Town Council thanking Dan Wilson (Town Manager) for his support on the day.

**It was moved by Cllr B Swann and seconded by Cllr C Rose**

**RESOLVED:**

- (i) That the report be noted.
- (ii) That 'Working Groups' for the Neighbourhood Plan and Community Engagement are established.
- (iii) That the dates for the Policy & Finance Committee are agreed, but the planning for content is discussed and agreed via meetings with the Group Leaders to be shared back with the political groups.
- (iv) A letter of thanks is sent to Prescot Town Council.

**75. HALEWOOD COMMUNITY FUN DAY 2019**

The report of the Town Manager was considered, this detailed the achievements of the Town Council Fun Day held on August 3<sup>rd</sup> and asked for direction from Councillors about the future status and planning of the Fun Day.

Cllr K Dalton proposed that current arrangements for the Fun Day are not changed – “if it ain't broke, don't fix it” he stated. Cllr B Swann was concerned about the expense for one event when 4 or 5 events could be run for the cost. Cllr T Lucock shared the concerns about the cost of the event and is keen to revisit working with the community to facilitate the day.

Cllr B Dunn noted concerns about community safety on the day. Cllr A Harvey wondered why there so many businesses on the day, especially the ice cream van. He speculated the Town council could sell its own produce.

Cllr B Rose supported the idea that fresh thinking is required for the running of the event. She suggested it is scheduled for discussion within the new Community Engagement Working group

**It was moved by Cllr B Swann and seconded by Cllr K Dalton**

**RESOLVED:**

- (i) That the report be noted.
- (ii) That the Town Council will no longer solely facilitate the event. That instead it works in partnership with community groups to consider its facilitation in the future.
- (iii) That the Working Group for Community Engagement is tasked with working out how it will engage with the community to run events and report this back to the Town Council.

## **76. OUTSOURCING OF CATERING FOR FUNCTIONS – REVIEW**

The report of the Town Manager was considered, this outlined the current use of an external organisation, ‘Express Caterers’, as a recommended supplier of services to those requiring catering provision at functions in Town Council buildings i.e. funerals.

Cllr B Swann reminded the Town council that the original premise for the appointment of this organisation had not followed the correct procedure. Only one organisation put in a bid for the process and they were accepted. He proposed that the use of ‘Express Caterers’ as a recommended organisation is stopped.

Cllr C Rose proposed that a period of notice is given to ‘Express Caterers’ to enable the Town manager to explore other options.

**It was moved by Cllr C Rose and seconded by Cllr B Swann**

### **RESOLVED:**

- (i) That the report be noted.
- (ii) That the Town Manager advises ‘Express Caterers’ of the intention to stop recommending them for functions after a suitable period of notice.
- (iii) That the Town Manager advises on the next steps for the provision of catering for functions like family funerals whether this is to ‘outsource’ or an alternative strategy.

## **77. MID YEAR REVIEW OF 2018/2019 BUDGET**

The report of the Town Manager was considered, this set out the mid-year budget position of Halewood Town Council at September 30<sup>th</sup> 2019. The Town Manager shared the ‘headline’ information that the budget was on track to be balanced next April and was at 49.1% on September 30<sup>th</sup>.

Cllr B Swann commended the Town Manager and his staff on the work to produce the budget and provide a healthy picture for the Town Council given the particularly difficult circumstances with losing both the previous Town Manager and Senior Administrator and dealing with staff vacancies and other change.

**It was moved by Cllr A Harvey and seconded by Cllr C Rose**

### **RESOLVED:**

- (i) That the report be noted.

## **78 HALEWOOD COMMUNITY GRANTS FUND APPLICATIONS**

- (i) Application 19/20:8 – Halewood Senior Friendship Group

An application was considered for assistance with a Christmas party.

- (ii) Application 19/20:9 – Clare Brumby (Local Artist)

An application for a grant towards assistance with a project commemorating Ghandi’s Salt March in 1930.

- (iii) Application 19/20:10 – Knowsley Older People’s Fun Olympics

An application was considered from this group to request funding for their event held at Halewood Leisure Centre on October 11<sup>th</sup>.

- (iv) Application 19/20:11 – No Limits

An application was considered from this organisation for funding to develop a garden at the New Hutte site.

(v) Application 19/20:12 – New Destinations CIC

An application from this new organisation to help a Saturday service supporting adults with learning disabilities.

(vi) Application 19/20:14 – St. Mark’s Social Club Pensioners

An application from this group for assistance with a Christmas party.

Cllr. B. Swann noted concerns with a number of applications. After some debate about applications 8, 10 and 14, it was agreed to offer some financial support.

Cllr K Dalton questioned the scoring for ‘No Limits’ by the Town Manager. Cllr B Dunn expressed a view that garden areas already exist at New Hutte and that the group should be encouraged to help at Holland Park on the Torrington Drive Estate. After some debate it was agreed not to support the application with funding.

Cllr B Swann raised issues about the Clare Brumby application given no other funding sources exist. After some debate a vote was taken to not award funding for the application.

Cllr C Rose proposed that most of the groups are offered support via the Community Officer of the Town Council for assistance with grant applications to the Town Council and other potential funding sources.

**It was moved by Cllr. A Harvey and seconded by Cllr. C Rose and**

**RESOLVED:** That,

- a. The report be noted.
- i. In accordance with the Localism Act 2011 a Town Council a grant of £200 be awarded to the Grenadier Pensioners.
- ii. In accordance with the Localism Act 2011 a Town Council a grant of £100 be awarded to the Knowsley Older People’s fun Olympics.
- iii. In accordance with the Localism Act 2011 a Town Council a grant of £100 be awarded to New Destinations CIC.
- iv. In accordance with the Localism Act 2011 a Town Council a grant of £200 be awarded to St. Mark’s Pensioners.

**79. APPLICATIONS FOR CONCESSIONARY USE OF FACILITIES**

The following applications were considered and approved:-

<b>Applicant</b>	<b>Venue</b>	<b>Date</b>	<b>Event</b>	<b>Decision</b>
<b>Your Voice, Your Choice</b>	Arncliffe Centre	Fri.11/10/19 6:00 – 12.00am	Community Christmas Event & Celebration.	Free
<b>Woolton Sea Cadets</b>	Hollies Centre	Fri. 25/10/19 6.00pm – 12.00	Social Event	50%
<b>St. Nicolas Church</b>	Hollies Centre	Sat. 23/11/19 12.00 – 3.00pm	Scouts Christmas Market & Fair	Free
<b>South Liverpool Diamonds Majorettes</b>	Arncliffe Centre	Sat. 23/11/19 12.00 – 12.00am	Celebration & Awards Night	50%

<b>Your Voice, Your Choice</b>	Arncliffe Centre	Sun. 24/11/19 12:00 – 10.00pm	Fundraising event for Gemini Boxing Club	50%
<b>Halewood U3A</b>	Arncliffe Centre	Fri. 13/12/19 1:00pm – 5.00pm	Community Christmas Event & Celebration.	Free

## **80. SCHEDULE OF PAYMENTS.**

<b><u>PAYEE</u></b>	<b><u>AMOUNT</u></b>
Metropolitan Borough of Knowsley	<b>£724.00</b>
Metropolitan Borough of Knowsley	<b>£601.00</b>
Unitel Network Services	<b>£62.78</b>
Metropolitan Borough of Knowsley	<b>£2,931.60</b>
Trade UK Account	<b>£210.15</b>
Viking Direct	<b>£115.99</b>
Wray Bros Limited	<b>£9.96</b>
Cottrell Electrical Services	<b>£309.60</b>
Wray Bros Limited	<b>£91.50</b>
AD Electronic Security	<b>£390.00</b>
Ecoblueheating Ltd	<b>£775.00</b>
Ecoblueheating Ltd	<b>£770.00</b>
Metropolitan Borough of Knowsley	<b>£2,785.20</b>
K K Surfacing	<b>£500.00</b>
JRB Enterprise Limited	<b>£394.80</b>
B & M Office Machines	<b>£54.01</b>
Wigan Beer Company	<b>£1,053.37</b>
Wigan Beer Company	<b>£940.54</b>
Virgin Media Business	<b>£48.00</b>
Wray Bros Limited	<b>£52.84</b>
Water Plus	<b>£455.60</b>
Water Plus	<b>£644.49</b>
Applied Airconditioning	<b>£84.00</b>
Ecoblueheating Ltd	<b>£165.00</b>
HMRC Inland Revenue	<b>£3,832.33</b>
Merseyside Pension Fund	<b>£4,238.09</b>
Unison	<b>£25.58</b>
Trainline (GA)	<b>£74.15</b>
Timpson	<b>£12.50</b>
Asda Stores Limited	<b>£52.53</b>
Office Furniture Online	<b>£232.80</b>
Asda George	<b>£150.95</b>
Asda & Timpson	<b>£24.20</b>
Asda Stores Limited	<b>£69.99</b>
Argos	<b>£18.00</b>
Asda Stores Limited	<b>£3.15</b>
Asda Stores Limited	<b>£47.48</b>
Virtual College Limited	<b>£75.60</b>
Ideal Paving	<b>£1,200.00</b>
Ideal Paving	<b>£1,200.00</b>

Virgin Media Business	£96.00
SSE	£494.13
Asda/B&M/Sainsburys/Lunch Box(GA)	£53.05
Wigan Beer Company	£748.75
Wigan Beer Company	£705.06
EDSL	£90.00
AA Fencing	£1,216.00
Wirral Borough Council	£268.25
HMRC Inland Revenue	£4,062.85
Merseyside Pension Fund	£4,475.70
Unison	£25.50
RBL Poppy Appeal	£30.00

£37,692.07

It was moved by Cllr K Dalton and seconded by Cllr B Dunn

**RESOLVED:** That,

- a) That the schedule of payments, addendum and direct debits amounting to £37,692.07 be approved for payment.

### **81. REPORTS FROM CONFERENCES/REPRESENTATIVE BODIES**

The following reports were received

- (1) Airports Committee – Cllr A Harvey
- (2) Co-operative Councils – Cllr. K Dalton

Cllr B Swann and Cllr C Rose also reported on their attendance at a recent civic function at Hale Town Council.

**RESOLVED:** (a) That the reports be noted.

### **82. CORRESPONDENCE**

- (1) Letter of Thanks – The Tuesday Club

A letter of thanks was received from the Tuesday Club thanking the Town Council for the receipt of its grant which was used for a day trip to Blackpool.

**RESOLVED:** That the correspondence be noted.

- (2) Letter Requesting Financial Assistance for Christmas Hampers – St. John Vianney

A letter requesting financial assistance was received. This is to assist with Christmas hampers for vulnerable people in Halewood.

**RESOLVED:** That the group complete a small grants application to be sent next month.

(3) Shell Garage, Higher Road

The Town Manager advised Councillors that an application by the Shell Garage on Higher Road to sell alcohol 24 hours per day had been withdrawn. Concerns about this application had been raised by residents at the meeting held on August 8<sup>th</sup> and a letter of objection was sent from the Town Council.

**RESOLVED:** That the correspondence be noted.

(4) Planning Applications

The following Planning Applications were considered:-

<b>Application Number</b>	<b>Applicant</b>	<b>Location</b>	<b>Details</b>
19/00521/HYB	Knowsley MBC	Plot 1 – Land to the north of Railway Line Boundary by Lower Road, Greensbridge Lane & Ditton Brook Watercourse. Plot 3 – Land to south of Railway Line bounded by Lower Road, Finch Lane and Baileys Lane.	HYBRID PLANNING APPLICATION FOR THE ERECTION OF UP TO 730 DWELLINGS COMPRISING:
19/00494/FUL	Master Amari Byrne	10 Hillingdon Close Halewood L26 9SE	ERECTION OF A SINGLE STOREY REAR EXTENSION
19/00527/FUL	'A' Studio Design	12 Hatherton Grove Halewood L26 9YQ	ERECTION OF SINGLE STOREY REAR EXTENSION (DEMOLITION OF EXISTING CONSERVATORY)
19/00531/FUL	Everton Football Club	Everton Football Academy Finch Lane Halewood	DEMOLITION OF ELECTRICITY SUB STATION, AND ERECTION OF REPLACEMENT ELECTRICITY SUB STATION TOGETHER WITH ASSOCIATED WORKS
19/00545/FUL	Jaguar Land Rover Limited	Jaguar Land Rover North Road Halewood	ERECTION OF APPROXIMATELY 890 SQ.M EXTENSION TO EXISTING SCRAP WASTE BUILDING WITH ASSOCIATED WORKS, TOGETHER WITH DEMOLITION OF STORE AND PARTIAL RECLADDING OF EXISTING BUILDING

19/00550/FUL	Mrs Vanessa Pointon	42 Camborne Avenue Halewood Knowsley	ERECTION OF TWO STOREY SIDE EXTENSION (DEMOLITION OF EXISTING GARAGE)
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Cllr B Swann commented on application 19/00521/HYB. He noted that the views of Halewood residents and groups had largely been ignored by Knowsley MBC when making the final arrangements for this significant development. After some discussion it was agreed a response to the borough is needed from Halewood Town Council.

**RESOLVED:-**

- a) That the planning applications be noted.
- b) That, regarding application 19/00521/HYB, the Town Manager writes a letter requesting more information on the proposals. In addition, a special meeting should be organized to discuss this application further.
- c) Cllr B Dunn to advise Knowsley MBC that the Town Manager should be invited to the 'borough liaison meetings'.

Meeting closed at 9.09 p.m.

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