

## **HALEWOOD TOWN COUNCIL**

Minutes of the Meeting of the Town Council held on Thursday 16<sup>th</sup> Jan 2020 (7.00pm) at the Arncliffe Sports and Community Centre.

### **PRESENT**

Councillors

Cllr. C Rose (Mayor)

Cllr. D Samuels

Cllr. B Swann

Cllr Y Graves

Cllr. T Lucock

Cllr. F Martin

Cllr. B Dunn

Members of the public. 12

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

G Allen - Town Manager

K Newton - Senior Administrator

J Ferry – Support Officer

### **67. APOLOGIES**

Apologies for non-attendance were received and accepted from, Cllr. K Dalton and Cllr. S Harvey.

*At this point the Mayor requested a minute's silence be held in memory of Cllr. Allan Harvey who passed away over the Christmas period.*

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

There were no items of interest declared.

### **104. PARTNERSHIP PRESENTATION**

#### **Andrew Dutton – Liverpool Airport**

Mr. Dutton addressed the meeting about the 'airport change consultation' affecting Halewood and responded to questions raised by Members and residents in the public gallery. Mr. Dutton shared an overview of the current arrival and departure routes for aircraft using Liverpool Airport. He then, via his presentation, demonstrated the proposed new routes that are up for consultation to interested parties. Mr. Dutton made it clear that any submissions to the consultation must be made through the official online portal – this is the only way views can be shared about the new plans. Mr. Dutton emphasized that the new routes are aimed primarily at noise reduction, fuel efficiency and the safety of passengers and residents living in affected areas.

After Mr. Dutton's presentation, the Mayor invited questions from Councillors.

**Cllr. C Rose** – Requested that Mr. Dutton share the link to the consultation with the Town Manager so this can be disseminated to the public of Halewood via the website and social media platforms. Mr. Dutton agreed to this request.

**Cllr. B Dunn** – Asked about the impact of the changes on house prices. Mr. Dutton stated he was unable to provide a response to that query.

The Mayor thanked Mr. Dutton for his presentation and encouraged everyone to complete the online survey.

### **105. 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.*

No persons had registered their intention to speak prior to the meeting. However, the Mayor agreed to a number of questions from the public.

1. **Mr A Harvey** – Mr. Harvey is the son of Cllr Allan Harvey. Mr Harvey wished to formally express the thanks of the Harvey family to the Town Council, Councillors and members of the Halewood community who have offered their support and condolences since the death of his Father. He reminded those in attendance about the funeral arrangements set for Friday January 17<sup>th</sup>.

### **106. MINUTES**

Agreed

**It was moved by Cllr. B Swann and seconded by Cllr. D Samuels.**

**RESOLVED:** That,

(i) The minutes of the Town Council Meeting held on 5<sup>th</sup> December 2019 be approved as a correct record and signed by the Mayor.

### **107. TOWN MANAGERS INFORMATION UPDATE**

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

1. Councillor Allan Harvey.
2. Staffing.
3. Annual Christmas Concert.
4. Christmas Tree and Lights 2019.
5. One-off Audit.
6. Key Dates.
7. Annual Leave.

The Town Manager noted the one-off audit had not taken place as anticipated due to the sickness absence of the auditor. However, it is now scheduled for Thursday January 23<sup>rd</sup> which will allow for a report to go to the Policy & Finance Committee on February 13<sup>th</sup>.

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

### **108. COUNCILLOR VACANCIES**

The report of the Town Manager was considered, this was requesting direction from Councillors for two items: The adoption of a new 'Co-option Policy' to be used to fill the vacancies for two Councillors in the Halewood North Ward, and the approximate date for a co-option meeting to fill the vacancies. In addition, Councillors were advised that the vacancy notice for the Halewood South Ward (due to the death of Cllr Allan Harvey) has been published and will expire on January 23<sup>rd</sup>. There were no comments on the co-option policy.

In relation to a date for a possible 'co-option special meeting', **Cllr B Swann** noted that the council needs to allow time to expire for the vacancy notice and that the months of January and February will be extremely busy for council business. A date probably not before the middle of March should therefore be discussed next month.

It was moved by **Cllr. T Lucock** and seconded by **Cllr. D Samuels**.

**RESOLVED:** That,

- (i) The Co-option policy is adopted by Halewood Town Council.
- (ii) A date for the co-option meeting is to be considered next month once the vacancy notice for the Halewood South Ward vacancy expires.

### **109. UPDATES AND RECOMMENDATIONS FROM WORKING GROUPS**

The report of the Town Manager was considered, this outlined the recent meetings that had taken place by both the Neighbourhood Plan Steering Group and the Community Engagement Working Group.

The Town Manager advised that the Neighbourhood Plan Steering Group had no proposals requiring decisions today. However, the group is continuing to make progress and held a special meeting on Tuesday January 14<sup>th</sup> to look at ways in which it will bid for external funding to support the development of the plan and seek to procure 'technical support'.

The Community Engagement Steering Group had four recommendations requiring decisions by the council. The Town Manager read through each proposal in turn:

- The establishment of the 'Halewood Giants' project and the initial three persons to be nominated in 2020. One of the names to go forward was shared at the meeting (as the family have accepted the proposal) – Cllr Allan Harvey. This was followed by a spontaneous round of applause by the public and Councillors.
- The production of one edition of 'The Town Crier' newsletter. This to be followed by a debate and discussion about its continuation.
- The proposal to co-produce three community events in 2020 with one or more community organisations. The three events are: VE Day in May, a community day in summer and a Christmas lights celebration.
- Changes to the Community Grants form.

**Cllr. B Dunn** questioned whether the council would have the 'final say' on the specifics of the community events. The Town Manager confirmed this would be the case albeit through the Community Engagement Working Group. **Cllr. B Swann** reiterated the previously stated ambition of the council, however, that the intention is to work closely with community organisations in the design and facilitation of events.

It was moved by Cllr B Swann and seconded by Cllr D Samuels

**RESOLVED:** That,

- (i) The report be noted.
- (ii) The 'Halewood Giants' project and the three proposed names are adopted for 2020.
- (iii) 'The Town Crier' first edition is produced and reported back to council.
- (iv) The proposal to seem community organisations via a tendering process is taken forward, and that this is managed by the Community Engagement Working Group.
- (v) Changes are made to the Community Grants policy.

### **110. 2019/20 BUDGET – ESTIMATED OUT TURN**

The report of the Town Manager was considered, this set out the forecasted out-turn position of Halewood Town Council at March 31<sup>st</sup> 2020. The Town Manager shared the 'headline' information that the budget was on track to be spent at 96.7% of the original budget estimates agreed in March 2010 by the Town Council.

This information will be used to predict the budget forecast for 2020/21 and the precept claim from Knowsley MBC. The Town Manager and Councillors are meeting next week to discuss and plan the budget for 20/21 and this will be fully reported in February.

**Cllr D Samuels** asked the Town Manager to clarify what was meant by the word 'anomaly' when noting the difference in out-turn between some of the financial codes. The Town Manager explained this is wholly due to the way staff salaries are organised within the Town Council budget and it may be wise to address this issue for 2020/21.

It was moved by Cllr Y Graves and seconded by Cllr C Rose

**RESOLVED:** That,

- (i) The report be noted.

### **111. SCHEDULE OF PAYMENTS**

<b><u>REFERENCE</u></b>	<b><u>TOTAL</u></b>
Metropolitan Borough of Knowsley	£724.00
Metropolitan Borough of Knowsley	£601.00
Unitel Network Services	£62.69
B & M Waste Services	£234.80
B & M Waste Services	£157.00
Virgin Media Business	£48.00
Manchester Camerata	£5,151.60
Metropolitan Borough of Knowsley	£2,931.60
Wray Bros Limited	£127.81

B & M Office Machines Limited	£46.46
Kick Audio Visual Limited	£642.00
Viking Direct	£60.55
Restore Datashred	£80.99
SSE	£566.42
SSE	£969.77
Water Plus	£566.93
St John's Ambulance	£115.20
The Wigan Beer Company	£879.18
The Wigan Beer Company	£887.92
	<b><u>£14,853.92</u></b>

### **PAYROLL PAYMENTS**

Wirral Borough Council	536.50
HMRC - Inland Revenue	3843.34
Merseyside Pension Fund	4196.84
Unison	25.50
	<b><u>£8,602.18</u></b>

### **DEBIT CARD PAYMENTS - ALREADY PAID**

Asda Groceries	£62.89
Safe.Co.Uk	£561.60
	<b><u>£624.49</u></b>

### **ALREADY PAID - (STANDING ORDER 3d REFERS)**

Taskers/Car Park (GA)	60.60
Virgin Media Business	184.00
Metropolitan Borough of Knowsley	180.00
Metropolitan Borough of Knowsley	180.00
DataCenta	
Hosting	54.00
Flowersbyjodie1	60.00
	<b><u>718.60</u></b>

**Cllr B Dunn** requested that future schedules of payments are included with the pre-meeting papers to help Councillors with more effective scrutiny of the council's finances.

It was **moved** by Cllr B Swann and **seconded** by Cllr T Lucock

**RESOLVED:** That,

- (i) The schedule of payments, addendum and direct debits amounting to £24,799.19 be approved for payment.

**112. REPORTS FROM CONFERENCES/REPRESENTATIVE BODIES**

The following reports were received

- (1) Culturefest – The Town Manager briefly outlined the progress with planning from the Culturefest Committee.

**RESOLVED:** That,

- (a) The report from Culturefest be noted.

**113. CORRESPONDENCE**

- (1) Letter of Thanks – St. Vincent de Paul Society (for the parish of St. John Vianney, Halewood)  
A letter of thanks was received from St. John Vianney Parish thanking the Town Council for donation of £500 to their Christmas appeal.

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

(2) Planning Applications

The following Planning Applications were considered:-

<b>Application Number</b>	<b>Applicant</b>	<b>Location</b>	<b>Details</b>
19/00665/COU	Sunseekers Sunbeds Ltd	Halewood Shopping Centre 6 Roseheath Drive Halewood	CHANGE OF USE FROM USE CLASS A1 TO USE CLASS SUI GENERIS (TANNING SALON)
19/00560/TWA	Sutton Kersh	Land Adjacent to 36 Lancing Close Halewood Knowsley	FELL 1NO SYCAMORE TREE

**Cllr Y Graves** noted concerns about the increasing development of nail bars and sunbed shops rather than shops. Responding, **Cllr B Swann** advised this is a matter that could be taken forward more positively through the development of the Neighbourhood Plan.

**RESOLVED:-**

- (i) That the planning applications be noted.

Meeting closed at 8.08 pm

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