**HALEWOOD TOWN COUNCIL**

A Special Meeting of the Town Council was held on Thursday 12th March 2020 (6.00 pm) at the Arncliffe Centre, Arncliffe Road, Halewood, the following Members were present:-

PRESENT

COUNCILLORS

Cllr C Rose

(Chairperson)

 Cllr K Dalton Cllr B Swann

 Cllr F Martin Cllr B Dunn

 Cllr Y Graves Cllr D Samuels

 Cllr S Harvey Cllr A Lucock

**Also in attendance:-**

G Allen Town Manager

**127. APOLOGIES**

No apologies received.

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

There were no declarations of interest.

**EXEMPT ITEMS**

**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.*

**129. ‘Buildings and Operations Manager – Bars & Functions’**

The Town Manager presented a report of the selection process for the appointment of the ‘Buildings and Operations Manager – Bars & Functions’. Following interviews held on 27th February 2020 it is the unanimous recommendation of the Appointments Panel (Cllr Rose, Cllr Harvey and Cllr Swann) that DAVID MURPHY be appointed into the role with effect from 1st May 2019.

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

**RESOLVED:** That,

1. The recommendation of the Appointments Panel be endorsed and that Dave Murphy be appointed as ‘Buildings and Operations Manager – Bars & Functions’ with effect from 1st April 2019.

**130. ‘Special Motion’**

Councillors and the Town Manager made a final proof of the co-option policy prior to its publication on the Town Council website. After which it was,

**RESOLVED:** That,

1. The Town Manager publish the co-option policy on the Town Council website on Friday March 13th

**130. Coronavirus and its implications for Halewood Town Council**

Councillors and the Town Manager considered the emerging advice about the spread of the Coronavirus on Town Council business. The Town Manager shared Business Continuity plans and different scenarios were discussed with Councillors. It was agreed that Town Council business should continue ‘as normal’ for the present time but to ensure compliance with advice and guidance from Public Health England if more drastic measures (i.e. building closures) are required.

Other matters were also considered after which it was,

**RESOLVED:** That,

1. The Town Manager to advise staff that the Council should be flexible in its current plans. Specifically, if needs arise, to offer support to vulnerable or isolated residents if sessions are cancelled as a consequence of the virus impacting on Town Council business i.e. building closures.
2. The Town Manager to report on the current costs of telephone and IT systems and consider the purchase of new equipment to:
* Have upgraded tele-conference facilities;
* New equipment for staff (particularly administration staff) to facilitate more flexible working that enables business critical decisions to be made i.e. payments of bills, salaries etc.

Meeting closed at 8.06 pm

Signed ………………………. Date…………………….