

## HALEWOOD TOWN COUNCIL

At a Meeting of the Town Council held on Wednesday 17<sup>th</sup> October 2018 (7.00 pm) at the Arncliffe Centre, Arncliffe Road, Halewood, the following Members were:-

PRESENT  
COUNCILLORS  
N Hogg (Chairman)

K Dalton	D Perry
Mrs B Dunn	D Samuels
Mrs. E Finneran	B Swann
I Hamilton	A Harvey (7.10pm)

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

G MacKenzie, Town Manager  
L Joyner, Senior Administrator  
S Edwardson, Admin. & Comm. Officer  
Members of the Public - 27

### **56. APOLOGIES**

Apologies for non-attendance were received and accepted from Cllr. S Ball, Cllr. Mrs. A Farrell and Cllr. Miss C Rose.

### **57. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA**

Cllr. Mrs. E Finneran	Agenda Item 16 - Halewood Comm. Grants (HJFL)
Cllr. A Harvey	Agenda Item 4 – Minutes (Plann. App. Update) Agenda Item 20 - Planning Applications

### **58. PUBLIC FORUM**

The Chairman invited three residents from the Public Gallery to address the Council. The Chairman emphasised that one question would be allowed from each person making the address.

Several residents in the gallery questioned this and Standing Orders relating to the Public Forum, with particular reference to how many questions were allowed and how long a person was allowed to address the Council. The Chairperson emphasised that he would be allowing three people to raised three questions only.

#### Halewood Shopping Centre

Miss Dawn Corrie and Mr. Andrew Hesford addressed the Council individually on the continuing problem of anti-social behaviour in and around Halewood Shopping Centre. They gave details of a several incidents that had taken place recently and highlighted the lack of police presence in the township. The support of the Town Council to help tackle these issues was requested.

The Chairman responded by saying that as Halewood Town Council was not responsible for the management of the Shopping Centre there was very little the Council could do about these problems and incidents should be reported to the Police.

Due to disruption in the public gallery the Chairman moved progress and moved on to the next item on the agenda.

## **59. MINUTES**

(Note:- Cllr. A Harvey left the meeting during the update on planning applications 18/00419/FUL and 18/00468/FUL – 27 Higher Road, Halewood)

**RESOLVED:-** (a) That the minutes of the Town Council Meeting held on 20<sup>th</sup> September 2018 be approved as a correct record and signed by the Chairman.

## **60. TOWN MANAGER'S UPDATE**

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

1. Recording of Town Council Meetings
2. Licensing Enforcement and Environmental Health & Consumer Protection Inspection of Premises
3. Hollies Hall Cellar
4. Wood Road Playground
5. Football Foundation/County F.A. Review Meeting
6. Friendship with Ballinasloe, Co. Galway
7. Operation Bangor
8. Resignation of staff member (SR)
9. Holidays
10. Installation of Card Payment Machines at Hollies and Arncliffe Centre (Verbal report)

Cllr. A Harvey expressed his concern about the advertising of the recent vacant post for part-time cleaner and the lack of consultation with Members during the recruitment process. Cllr. Harvey demanded that this post be re-advertised.

The Chairman responded and said that the post had been advertised using the normal means and a person had been appointed to the position.

**RESOLVED:-** That the report be noted.

## **61. HALEWOOD CHRISTMAS CONCERT 2018**

The Town Manager presented a report which provided an update on plans to hold a Christmas Concert at Halewood Academy on Tuesday 11<sup>th</sup> December 2018. Approval was sought on the level of sponsorship to be allocated to this event. Following the unavailability of the RLPO this year, it was noted that the Concert would be supported by the Manchester Camerata.

It was moved by Cllr. Mrs. E Finneran and seconded by Cllr. A Harvey, and

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

(b) That the proposal outlined in the report (b) and the payment of the Town Council's contribution of £3350 be approved.

## **62. REMEMBRANCE DAY SERVICE 11<sup>TH</sup> NOVEMBER 2018**

A report was presented which outlined the arrangements for the Remembrance Day Service that will take place on Sunday 11<sup>th</sup> November 2018. It was reported that a letter had been received from Mr. G Tyrrell requesting that a white rose be placed at the laying of the wreath to mark the one hundredth anniversary of the First World War. Standing orders were suspended to allow Mr. G Tyrrell address the Council.

It was proposed by Cllr. I Hamilton and seconded by Cllr. D Samuels - “That the Town Manager’s report be noted and the Council proceed with the usual arrangements of laying a red poppy wreath”

An amendment was made to the proposal by Cllr. B Swann “That the Town Managers report be noted and a white rose be included in the wreath and that the Town Council does not object to people placing white poppies at the cenotaph”. This amendment was not seconded and fell.

A second amendment to the proposal was made by Cllr. Mrs B Dunn and this was seconded by Cllr. A Harvey “That a red poppy wreath and a white poppy wreath be laid at the cenotaph side by side”

Upon being put to the vote the amendment was defeated and the proposal was carried

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

(b) That that usual arrangement be approved for Remembrance Sunday and a traditional red poppy wreath be laid at the Cenotaph in St. Nicholas’ Church.

At the request of a Member the votes were recorded as follows:-

RECORD OF VOTE

<b>For the second amendment</b>	<b>Against the second amendment</b>
Cllr. Mrs. B Dunn	Cllr. N Hogg
Cllr. A Harvey	Cllr. I Hamilton
Cllr. B Swann	Cllr. K Dalton
Cllr. D Perry	Cllr. E Finneran
	Cllr. D Samuels

<b>For the proposal</b>	<b>Against the proposal</b>
Cllr. N Hogg	Cllr. Mrs. B Dunn
Cllr. I Hamilton	Cllr. A Harvey
Cllr. K Dalton	Cllr. B Swann
Cllr. E Finneran	Cllr. D Perry
Cllr. D Samuels	

**63. CHRISTMAS & NEW YEAR ARRANGEMENTS 2018-2019**

The report of the Town Manager was considered this outlined the proposals for the forthcoming festive period at both Centres. A discussion took place about opening Town Council premises over the Christmas period particularly New Year’s Eve. It was suggest that this should be looked at for 2019 as it was too late for this year.

It was moved by Cllr. I Hamilton and seconded by Cllr. Mrs. E Finneran, and

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

(b) That the arrangements outlined in the report for Christmas and New Year be endorsed.

**64. CHRISTMAS FESTIVE LIGHTING**

The Council considered the report of the Town Manager which provided proposals and costs for this year’s festive lighting installations at the Halewood Shopping Centre and the Town Councils premises.

Cllr. A Harvey suggested the Council hold events throughout the year to raise money to improve the festive lighting in the township for future years.

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

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

(b) That the allocation of costs and budget virement as outlined in para 4. be approved.

(c) That the Town Manager be authorised to execute the Licence to Occupy, in the same format as in 2017, notwithstanding changes of date.

(d) That the suggestion to hold fundraising activities to generate funds for festive lighting in 2019 be considered at a future meeting of the Council.

## **65. WORKING WITH THE PRINCIPAL AUTHORITY**

Building on a presentation by the Leader of Knowsley MBC, Cllr. Graham Morgan made at the Town Council Meeting held on 18<sup>th</sup> July 2018, and his wish to work collaboratively with Town and Parish Councils throughout Knowsley, the Town Manager presented a report that sought direction on a way forward.

Following on from the presentation by Cllr. Morgan, Members discussed a number of unanswered issues in terms of the degree of responsibility of the Town Council regarding capital costs, allocation of Developer Contributions, Village Green Status and Transfer of Land Ownership.

It was moved by Cllr. D Perry and seconded by Cllr. B Swann, and

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

(b) That a meeting be arranged with representatives of KMBC to discuss the issues raised in the Town Managers report.

## **66. GROUNDS MAINTENANCE CONTRACT 2018**

In accordance with the Town Council Development Plan 2018/2019 agreed by Members at the Town Council meeting held on 18<sup>th</sup> July 2018 (Minute 24(b) refers), the Town Manager presented a report that sought Members approval to the tender arrangements for the Town Council's Grounds Maintenance, currently held by Vivark Ltd. And which ends on 31<sup>st</sup> March 2019. The Town Manager further reported that he would ensure that the specification is modified to take into account any issues and recommendations from the inspection by the Institute of Grounds Maintenance. (As reported in the Town Manager's Update on the Football Foundation/County F.A. Review Meeting). It was clarified that this item would be referred to the Town Council meeting in December for further consideration and approval.

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

(b) That the following documents be approved:-

- the specification attached at appendix A
- the specification attached at appendix B
- the Evaluation Matrix attached at appendix C

(c) That Cllr. N Hogg and Cllr. B Swann form the Tender Opening Panel alongside the Town Manager to undertake the work outlined in para 3.7

## **67. INSPECTION OF FIXED WIRING, EMERGENCY LIGHTING AND FIRE ALARM INSTALLATIONS**

The Town Manager presented a report that sought Members' approval to appoint Cottrells Electrical Services to undertake an Inspection of Fixed Wiring, Emergency Lighting and Fire Alarm Installations at Hollies Hall and the Arncliffe Sports and Community Centre. It was noted that three tenders had been sought and two had been returned.

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

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

(b) That the contract to carry out this work be placed with Cottrells Electrical Services at a cost of £1,120, as per the details outlined in para. 3.3 of the Town Manager's report.

## **68. OUTSOURCING OF CATERING FOR FUNCTIONS**

Members considered the report of the Town Manager, this sought approval to the outsourcing of catering for functions to Express Caterers for a trial period of twelve months, subject to a review at 6 months.

It was moved by Cllr. B Swann and seconded by Cllr. Mrs. B Dunn, and

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

(b) That the Town Manager seek tenders for this service and that the matter be referred back to a future Town Council Meeting for consideration.

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

The Town Manager presented a report that outlined the budget position of the Town Council as at the mid-year point of 30<sup>th</sup> September 2018, and indicated the operation budget was more or less on track.

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

## **70. PETITION TO DEVELOP AND NEIGHBOURHOOD PLAN**

A report was presented by the Town Manager, this sought direction on the action to be taken (if any) on a petition presented at the Town Council meeting on 20<sup>th</sup> September 2018. Options available to the Town Council, as outlined by the Town Manager, were noted.

Cllr. Mrs. B Dunn spoke about grants that are available to assist Councils' fund Neighbourhood Plans and it was noted that it would be better to consider this item when the meeting has taken place with KMBC as discussed previously on this agenda (minutes no. 65 – "Working with the Principal Authority")

It was moved by Cllr. I Hamilton and seconded by Cllr. Mrs. E Finneran, and

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

(b) That, pending the meeting with KMBC, this matter be considered at the future meeting of the Town Council.

## **71. HALEWOOD COMMUNITY GRANTS FUND APPLICATIONS**

(Note:- Cllr. Mrs. Finneran, having declared an interest, remained in the meeting, but no part in the consideration and discussion of the application from Halewood Town JFC)

The following applications were considered:-

(1) Halewood Town JFC – Application No. 18/19-7

This application is from a children’s football team who play at ‘Leathers Lane’ and ‘Arncliffe Road’ for funds to purchase ‘winter coats’, equipment and to cover tournament costs.

(2) Halewood Community Spirit – Application No. 18/19-8

The application from this community group is to assist with the costs associated with their ‘Christmas Crusade’. Dates are to be confirmed by the group.

(3) St. John Vianney SVP – Application No. 18/19-9

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

The late former Cllr. Tommy Fearn

Former Town Councillor Tommy Fearn sadly passed away on 24<sup>th</sup> July 2018. Tommy was a valued Elected Member of the Town Council from 2003-2015, representing Halewood West Ward with credit. Should Members wish to recognise Tommy’s contribution to the life of Halewood with a donation in his memory.

It was moved by Cllr.I Hamilton and seconded by Cllr. A Harvey, and

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

(b) That in accordance with the Local Government Localism Act 2011 a grant of £240 be awarded to Halewood Town JFC.

(c) That in accordance with the Local Government Localism Act 2011 a grant of £500 be awarded to Halewood Community Spirit.

(d) That in accordance with the Local Government Localism Act 2011 a grant of £500 be awarded to St. John Vianney SVP.

(e) That a donation be approved towards the cost of a water feature in the Memory Lane Dementia Garden, in recognition of former Town Councillor Tommy Fearn.

**72. APPLICATIONS FOR FREE OR CONCESSIONARY USE OF FACILITIES**

The following applications were considered:-

Applicant	Venue	Date	Event	Full Hire cost
Halewood 9 <sup>th</sup> Scouts	Hollies Hall	Friday 28/9/18 7pm-12pm	Scout family and friends race night	£75.00
Your Voice Your Choice	The Arncliffe Sports and Community Centre	Saturday 5 <sup>th</sup> October 2018 7pm-12pm	Anniversary Party and Awards Ceremony	£75.00
Your Voice Your Choice	Hollies Hall	Saturday 17 <sup>th</sup> November 2018	Boxing Fund Raising Evening	£165.00
Memory Lane	The Arncliffe Sports and Community	Friday 2 <sup>nd</sup> November	Bingo Night Fundraiser	£75.00

	Centre	2018 6pm - Midnight		
--	--------	------------------------	--	--

Cllr. B Swann highlighted the application from Memory Lane. He said that during the by-election campaign in August 2018, the founder of this group wrote a letter that was distributed to residents which supported the Labour Party campaign. Cllr. Swann said he felt that the organisation had broken the law as a ‘Community Interest Company’ (Part 2 regulation 3 1c), in that they provided a service for the Labour Party. He said that by approving this application it could be perceived as bias and seen as a ‘pay back’.

Cllr. Hamilton asked Cllr. Swann to retract the comments he had just made as this was making accusations against Labour Members (of the Town Council).

Cllr. Swann, did not retract the comments and went on to say that he would not be voting against this application or abstaining because this would injure the members of the organisation, but this needs reporting to the ‘Community Interest Company’ Regulator.

It was moved by Cllr. B Swann and seconded by Cllr. A Harvey, and

RESOLVED:- (a) That the Town Manager’s report be noted.

(b) That all of the applications be approved free concessionary hire.

### 73. SCHEDULE OF PAYMENTS

RESOLVED:- (a) That the schedule of payments dated 17<sup>th</sup> October 2018 amounting to £26347.69 be approved for payment.

#### 17<sup>th</sup> October 2018

<u>PAYEE</u>	<u>AMOUNT</u>
Metropolitan Borough of Knowsley	£588.00
Metropolitan Borough of Knowsley	£708.00
B & M Waste Services Limited	£159.43
B & M Waste Services Limited	£169.61
CF Corporate Finance Limited	£180.00
Water Plus	£895.03
Water Plus	£895.03
JRB Enterprises Limited	£387.60
Water Plus	£566.22
The Wigan Beer Company	£656.78
The Wigan Beer Company	£705.05
Wray Bros Limited	£35.64
RTC Safety Services Limited	£2,257.20
Wirral Borough Council	£261.96
Wirral Borough Council	£261.96
Wirral Borough Council	£261.96
Tiflex	£87.00
Keith Kelly	£550.00
Virgin Media Business	£30.00
Metropolitan Borough of Knowsley	£3,738.25
Stevensons	£13.52

Royal British Legion	£30.00
Sage Pay Europe Limited	£861.60
NALC	£252.00
Metropolitan Borough of Knowsley	£72.00
B & M Office Machines Limited	£51.13
Vivark Limited	£3,012.70
SSE	£668.16
Virgin Media Business	£48.00
Wray Bros Limited	£28.08
Viking Direct	£94.05
LexisNexis	£110.99
HMRC	£4,107.08
Merseyside Pension Fund	£3,328.13
Unison	£42.75
Trainline	£139.80
Drink Stuff	£92.98
	<b>£26,347.69</b>

#### 74. REPORTS FROM CONFERENCE/REPRESENTATIVE BODIES

The following verbal reports were received:-

1. Cllr. K Dalton – Co-operative Councils Innovation Network
2. Cllr. Mrs. E Finneran – Liverpool Airport Consultative Committee
3. Cllr. Mrs. E Finneran - Culturefest Steering Group

RESOLVED:- That the reports be noted.

#### 75. CORRESPONDENCE

(Note:- Cllr A Harvey having declared an interest left the meeting during the discussion of the following item)

##### (a) Planning Applications

The following Planning Applications were considered:-

Application Number	Applicant	Location	Details
18/00538/FUL	Eli Lilly & Co. Ltd	Bdg B112 Denagrad Corner, Eli Lilly, Speke Operations	Conversion of part of existing building for pharmaceutical manufacturing facility (with B2 Use) Including installation of mezzanine floor and external plant area together with alteration to doors and installation of louvres and roller shutters.
18/00599/FUL	Debbie Bennett	Plantation Primary School Halewood	Erection of canopy.
18/00596/FUL	Everton FC	Finch Farm Academy Finch	Erection of indoor pitch facility and



		Lane Halewood	associated development together with relocation of existing floodlight synthetic pitch.
18/00608/FUL	Everton FC	Finch Farm Academy Finch Lane Halewood	Installation of floodlighting to existing pitch.
18/00553/FUL	Jaguar Land Rover	Jaguar Plant North Road Halewood	Erection of extension to existing waste building with associated works, including demolition of store, part demolition of existing conveyor house and re-cladding of existing building.
18/00559/REM	Mr. Kelvin Jones	7 Hayfield Close Halewood	Application for approval of reserved matters pursuant to outline planning permission 15/00136/OUT – erection of 1 no. detached dwelling – approval sought for access, appearance, landscaping, layout and scale

RESOLVED:- (a) That the planning applications be noted.

Meeting closed at 9.45 p.m.

(Note:- In accordance with Standing Orders the meeting closed at 9.45pm. This being before the following agenda item was addressed by the Council:- Agenda Item 21 – Staffing (Exempt Item)

Signed .....

Date .....