

## **HALEWOOD TOWN COUNCIL**

Minutes of the Special Meeting of the Team Council held on Thursday 20th June 2019 (7.00pm)  
at the Arncliffe Sports and Community Centre.

### **PRESENT**

Cllr. C Rose  
Vice Chairperson of the Town Council  
In the Chair

Cllr. K Dalton  
Cllr. F Martin  
Cllr. B Swann

Cllr. B Dunn  
Cllr. A Harvey  
Cllr. T Lucock

Cllr. Y Graves

Members of the public. 13

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

G Mackenzie - Town Manager  
G Allen - Town Manager  
K Newton - Senior Administrator  
S Edwardson -Admin. & Comm. Officer

### **18. APOLOGIES**

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

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

**Cllrs. K Dalton and F Martin.** – Item 11 – Grant Fund allocations – attendees at the Halewood Health Forum

### **20. PUBLIC FORUM**

Having registered an intention to speak, the Chair invited Eric McIntosh to address the Members of the Council.

**Eric McIntosh** - asked about the email that he had sent to the Town Manager (GM) on 31<sup>st</sup> May 2019 concerning his conduct at the Annual Town Meeting held on Thursday 16 May 2019. Mr McIntosh also made reference to the allegation of hate crime against Members of the Town Council, made by the Leader of KMBC and asked that if no evidence is found would a public apology be given?

The Town Manager (GM) left the meeting.

**Cllr. C Rose** – Clare will get a copy of Eric's email and look into this matter as she will always promote the code of conduct and will investigate this. She will not be able to discuss the allegation of the hate crime due to this being a Police matter at this point.

The Town Manager (GM) rejoined the meeting.

The following members of the public spoke at the invitation of the Chairperson.

**Gerry Tyrell** – Referenced the 166 Bus to Bellevalle every hour picking up at the bottom of Leathers Lane doesn't always turn up and is an appalling service. If this bus doesn't turn up you have to get the 73 which drops you at the bottom of the Ramp in Bellevalle which his wife struggles to get up. This hourly service of the 166 is not good enough.

**Cllr A Harvey** suggested inviting Cllr Liam Robinson to a future meeting of the Town Council.

**Gerry Tyrell** - On a separate matter, there was a vote to call the 'Pink Room', the Harry Keidan Suite two years ago and nothing has been done can the Council take another look at this and progress the matter.

**Cllr. C Rose** – responded to the first point, saying that a letter would be sent to the 166 Bus Operator with a copy to Mersey Travel.

**Town Manager (GA)** - Gerry will progress the issue of the re-designation of the 'Pink Room' as the Harry Keidan Suite.

Addressing the Town Council again,

**Eric McIntosh** –The Walk in Centre.

Cllr C Rose declared a pecuniary and personal interest in the matter as an employee of the NHS.

It was agreed that Cllr B Swann assume the Chair.

Cllr B Swann  
In the Chair

Eric went on to comment about the awful service at Halewood walk-in Health Centre. When he attended earlier in the week there was a four hour wait. The Trusts are getting a lot of money; the public are using the facilities but having to wait for long periods for appointments at the Doctors and the Walk-in Centre. He recently had to wait three hours just to get a prescription. We need to get the Councillors, Borough Councillors and the public on board to start asking questions, we need your assistance! Young people are giving up on the NHS; we need to start asking questions and also there needs to be an investigation into prescription charges.

**Cllr K Dalton** – Referenced Knowsley Health Watch (KHW) which he attends, commenting that there is a problem and that KHW 'are fighting this'.

**Cllr. A Harvey** - Agreed with Eric and said a campaign is needed.

**Cllr. B Swann** – Agreed that the Town Council would write to the Commissioners.

**Gerry Tyrell** – We need also to educate people that the NHS staff is there to help not to be abused.

## **21. MINUTES**

The minutes of the Extraordinary Meeting of the Town Council held on 7<sup>th</sup> June 2019 were agreed subject to the following amendment made at the request of Cllr Dunn:

Minute 15, delete 'Cllr B Dunn needs.....health' and insert 'The Green spaces need to be protected as they are needed for play, sports activity and leisure. Green spaces are proven to be beneficial to good health and mental wellbeing

There are many people in Halewood seeking counselling due to anxiety, mental health issues including depression. There is currently a ten week wait to be seen.

Can we offer another service provider a free room to run a service to take the pressure off our much valued 'Listening Ear'?

The minutes of the Annual Meeting, although being on the agenda for approval were not yet available.

**Cllr. B Swann**, referencing Standing Order 29.1 requested that Standing Orders be suspended

**It was moved by Cllr. A Harvey seconded by Cllr. Y Graves and**

**RESOLVED:** that Standing Orders be suspended.

**Cllr. B Swann** – stated that the Annual Meeting of the Town Council held on 16<sup>th</sup> May 2019 should be declared 'void' as there was a breach of Standing Orders relating to the manner in which a Point of Order was 'managed.' Further, that Cllr T Powell should have declared a pecuniary interest in relation to his wife whose Cabinet position at KMBC covered 80% of the business of the Town Council.

The Town Manager (GM) indicated that the matter had, with Cllr Swann's knowledge, been referred for legal advice to the Senior Solicitor at the National Association of Local Councils and as a consequence the Town Manager counselled against taking the steps indicated by Cllr Swann until such advice had been received. Notwithstanding this

**It was moved by Cllr. B Swann and seconded by Cllr. Y Graves that**

The Annual Meeting of the Town Council be declared 'void'.

An amendment to the motion was **moved by Cllr. C Rose and seconded by Cllr. K Dalton** that

'further discussion on this matter be delayed until the legal advice was received from NALC.'

FOR the amendment 3, AGAINST the amendment 5, the amendment fell.

The original motion was put to the vote:

FOR the motion 5, AGAINST the motion 3, it was

**RESOLVED:** the Annual Meeting held on 16<sup>th</sup> May 2019 be declared 'void'.

Having resolved to declare 'void' the Annual Meeting, the Town Manager (GM) advised that the appointment of Cllr C Rose as Vice Chairperson of the Town Council for 2019/20 was 'void'.

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

**RESOLVED:** that Cllr C Rose chair the remainder of the meeting.

## **22. ANNUAL GOVERNANCE STATEMENT 2018/19**

Members' received a report from the Town Manager and considered recommendations.

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

**RESOLVED:** that the Annual Governance Statement for 2019/20 be approved and signed by the Chairperson.

### **23. FINAL ACCOUNTS 2018/2019**

Members' received a report from the Town Manager and considered recommendations.

Cllr. B Swann reference the 'significant improvement' in the financial outturn.

A number of queries were raised regarding the Specific Reserve figures and explanations given with the exception of the Playgrounds Reserve which the Town Manager (GM) would check.

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

**RESOLVED**: that the Final Accounts for 2019/20 be approved.

### **24. REGISTER OF ASSETS – WRITE OFF**

Members' received a report from the Town Manager and considered recommendations.

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

**RESOLVED**: that the continued existence of the Asset Register be noted and that items listed in the schedule attached to the report be written-off.

### **25. REVIEW OF THE EFFECTIVENESS OF THE INTERNAL AUDITOR**

Members' received a report from the Town Manager and considered recommendations.

**It was moved by Cllr. Y Graves and seconded by Cllr. B Dunn and**

**RESOLVED**:

- a. that the review be noted and endorsed
- b. that the review be submitted to the External Auditor if requested.

### **26. INTERNAL AUDIT REPORT 2018/19**

#### **APPOINTMENT OF THE INTERNAL AUDITOR 2019/20**

Members' received a report from the Town Manager and considered recommendations.

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

**RESOLVED**:

- a. that the Internal Report for 2018/19 be noted.
- b. That a letter of thanks be sent to the Internal Auditor.
- c. That David Blanchflower be appointed as Internal Auditor for 2019/20.
- d. That the Audit Specification attached at appendix 2 to the report be approved.

### **27. ACCOUNTING STATEMENTS 2018/19**

Members' received a report from the Town Manager which outlined the details contained in the Accounting Statements, Section 2 of the Annual Governance and Accountability Return.

Following Members considerations.

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

**RESOLVED:** that the Accounting Statements be approved and signed by the Chairperson.

## **28. GRANT FUND ALLOCATIONS**

Members' received a report from the Town Manager and considered recommendations.

**Cllr. B Swann** – considered that the Flower Show has no advantage to Halewood, the funding could be used elsewhere, i.e. the best garden competition previously 'managed' was very successful, let's bring that back. Let's promote this as much as possible and put more back into Halewood. This was proposed for next year 2020.

Making reference to the 2020 VE Day celebrations, **Cllr C Rose** proposed that, budget considerations permitting, a sum of £1,000 be set aside in the 2020/21 estimated for the community to submit bids to help commemorate VE Day.

**It was moved by Cllr. A Harvey and seconded by Cllr. T Lucock and**

**RESOLVED:** That

- a. the Grant Fund allocations as set out in para 3.3 of the report be agreed
- b. that, budget considerations permitting, a sum of £1,000 be set aside in the 2020/21 estimated for the community to submit bids to help commemorate VE Day.

## **29. SCHEDULE OF PAYMENTS**

The schedule of payments and addendum presented for consideration were approved.

## **30. CORRESPONDENCE**

The report of the Independent Remuneration Panel on Parish/Town Council allowances 2019 was noted.

**Exempt Item**

## **31. SUPPORT OFFICER VACANCY**

The Town Manager presented a report which sought approval to proceed with interviews for the current vacancy at Support Officer Level.

A process had been agreed but had 'stalled' due to the recent Town Council elections but the staffing situation was currently so acute, urgent progress was required.

With the current sickness absence of a Support Officer, there are now only 1.5 FTE's available against a compliment of 3.5. Staff, although very flexible are being asked to work excessive hours both on a daily and weekly basis.

The Town Manager (GA) – referenced the possible need for a Service Review, what do we want to retain, what staffing do we need to have and what changes may need to be had to staff Job Profiles / Description.

In view of the above and having regard to the potential for a service and ultimately staffing review

**It was moved by Cllr. A Harvey and seconded by Cllr. R Swann and**

**RESOLVED:** That Cllrs Swann, Dunn and Rose form an Appointments Panel alongside the Town Manager (GA) with interviews being held asap.

It was **moved** by Cllr. R Swann and **seconded** by Cllr. A Harvey and

**RESOLVED:** That,

- a. subject to the outcome of the interview process, two Support Officers be appointed, on 12 month contracts in the first instance, and
- b. that the Appointments Panel be authorised to offer contracts without further reference to the Town Council.

It was **moved** by Cllr. A Harvey and **seconded** by Cllr. Y Graves and

**RESOLVED:** That the appointment of an Apprentice be put ‘on hold’ at this time.

It was unanimously RESOLVED that all our staff be congratulated and thanked for their flexibility in relation to attendance and in all that they do for the Town Council.

The Chairperson thanked residents for their attendance at the meeting.

Meeting Closed at 08.35 p.m.

Signed.....

Date.....