**HALEWOOD TOWN COUNCIL**

A Meeting of the Town Council was held on Thursday 6th August 2020 (7.00 pm), the following Members were present:-

PRESENT

COUNCILLORS

Cllr B Swann

(Chairman)

 Cllr K Dalton Cllr C Rose

 Cllr F Martin Cllr B Dunn

 Cllr A Lucock

**Also in attendance:-**

G Allen – Town Manager

Members of the public – 2.

**23. APOLOGIES**

Cllr D Samuels

Cllr Y Graves

Cllr S Harvey

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

Cllr B Dunn – Community Grants (Item 12)

**25. PARTNERSHIP PRESENTATIONS**

The Mayor introduced and welcomed Sarah Dobie from the organisation PSS who run ‘Newby House’ to the meeting. This is a ‘mental health re-enablement service’. Sarah delivered a short overview of the work of this new organisation to the Halewood area.

Newby House is a centre with 12 self-contained flats. It assists persons who have been subject to a ‘section’ with their reintegration back into society. Sarah is particularly keen to take the work of Newby House out to the wider community and was therefore grateful for the opportunity to meet with Councillors and the public this evening.

**Cllr B Dunn** – requested an opportunity to visit Newby House when Covid-19 restrictions recede. Sarah Dobie was happy to plan this visit for Cllr Dunn and other Councillors.

**26. PUBLIC FORUM**

One resident had registered their intention to ask a question at Public Forum, but this person was not present at the meeting. The Town Manager advised that the theme of the question was ‘co-option’.

The Mayor reminded the meeting of previous responses regarding co-option, that the current restrictions with Covid-19 had prevented a resolution to the co-option process. However, it is hoped to plan and undertake the selection process for councillor vacancies in the near future.

**27. MINUTES**

Agreed

**It was unanimously RESOLVED:** That,

1. The minutes of the Town Council Meeting held on 23 July 2020 be approved as a correct record and signed by the Mayor.

**28. TOWN MANAGERS INFORMATION UPDATE**

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

1. Town Council response to the Covid-19 Crisis:
2. Away Day for Councillors
3. Town Manager Annual Leave
4. Imminent meetings

**Cllr Swann** requested that the Town Manager check the dates on some of the reports that had been deferred from the July meeting.

**RESOLVED:**

1. That the report be noted.

**29. INTERNAL AUDT REPORT FOR 2019/20**

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

Cllr B Swann commended the work of Mr. Blanchflower in undertaking the Internal Audit on behalf of Halewood Town Council.

**It was unanimously RESOLVED that,**

1. That the Internal Report for 2019/20 be noted.
2. That the Audit Specification attached at appendix 1 to the report be approved.

**30. REGISTER OF ASSETS WRITE-OFF**

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

**It was unanimously RESOLVED that,**

1. The continued existence of the Asset Register be noted, and that items listed in the schedule attached to the report be written-off.

**31. ANNUAL GOVERNANCE & AUDT REVIEW (AGAR)**

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

The Town Manager advised members that there has been a delay in scheduling the AGAR for discussion due to Covid-19 restrictions. However, this has been recognised at a national level and the External Auditors (PKF Littlejohn) have extended the deadline for AGAR submissions to all town and parish councils.

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

**UNANIMOUSLY RESOLVED:** that the Annual Governance Statement for 2020 be approved and signed by the Chair of the meeting.

**32. TOWN COUNCIL WORKING GROUPS FOR 2020/21**

Councillors considered the report of the Town Manager providing an update on the working groups established by the Town Council for 1. The Neighbourhood Plan and 2. Community Engagement.

**It was moved by Cllr C Rose** and **seconded by Cllr T Lucock** and,

**RESOLVED:** That,

1. The report be noted.
2. Agree to the continuation of the Working Groups.
3. That the current membership of the Working groups be retained.

**33. HALEWOOD COMMUNITY GRANT FUND APPLICATIONS**

Members’ received the report from the Town Manager and considered recommendations.

1. Application 20/21:3 – Michelle McKeown

An application was made for financial support to the purchase of a community bench in honour of former Councillor, Allan Harvey.

**Cllr T Lucock**, supported the application, but advised that consideration is needed to protect the bench should the borough council decide to reclaim the green space where the bench is to be located.

**It was moved by Cllr C Rose** and **seconded by Cllr K Dalton** and,

**RESOLVED:** That,

1. The report be noted.
2. In accordance with the Localism Act 2011, a Town Council a grant of £500 be awarded to Michelle McKeown.
3. The Town Council recognises and supports this development and strives to work with Ms. McKeown for the necessary planning advice and ‘permissions’ for the establishment of the bench
4. The grant awarded to Uni-Wise after the abandoned July meeting is formally agreed by Councillors. A grant of £500 was awarded to the organisation.

**34. REPORTS FROM REPRESENTATIVE BODIES**

None

**35. CORRESPONDENCE**

1. Letter of thanks from Alison Shacklady – The Mayor read out this letter from a local resident, Alison Shacklady. In appreciating the letter from Alison, the Mayor advised that the council will be scheduling an event to thank the volunteers and voluntary groups from across Halewood who responded to the Covid-19 crisis.
2. Report of the Independent Remuneration Panel on Parish/Town Council Allowances 2020. There were no comments from Councillors.
3. Planning Applications

The following Planning Applications were considered:-

|  |  |  |  |
| --- | --- | --- | --- |
| **Application Number** | **Applicant** | **Location** | **Details** |
| 20/00295/FUL | Mr Martin Shaw | 1, Willaston Drive Halewood Knowsley | ERECTION OF A SINGLE STOREY SIDE EXTENSION |
| 20/00285/FUL | Mr Andrew Fearns | 4, Tilstock Close Halewood L26 6NA | ERECTION OF TWO STOREY SIDE EXTENSION AND SINGLE STOREY REAR EXTENSION |
| 20/00326/FUL | Mr Dave Roberts | 2, Torcross Way Halewood Knowsley | ERECTION OF TWO STOREY SIDE EXTENSION |
| 20/00308/FUL | Mr Gerard McGrath | 98 Higher Road Halewood L26 1TH | ERECTION OF SINGLE STOREY REAR EXTENSION |
| 20/00324/FUL | Mr Craig Dixon | 30 Boundary Drive Halewood Knowsley | ERECTION OF A SINGLE STOREY FRONT EXTENSION, TWO STOREY SIDE EXTENSION AND SINGLE STOREY REAR EXTENSION |
| 20/00292/FUL | United Utilities Water Limited | Water Lane Treatment Works, Water Lane, Tarbock Green | UPGRADE OF WATER TREATMENT WORKS CONSISTING OF THE RETENTION OF PUMPING STATION WITH ASSOCIATED PIPEWORK, UV TREATMENT CONTAINER, 1 NO. CHEMICAL KIOSK, DE-GAS UNIT, PLANT AND ASSOCIATED WORKS TOGETHER WITH THE ADDITION OF 2 NO. BOREHOLE KIOSKS, 2 NO. SAMPLE KIOSKS, DE-GAS UNIT ROOF SHELTER AND CHEMICAL DELIVERY AREA AND ASSOCIATED WORKS) TO ALLOW FOR AMENDMENTS TO KIOSK AND THE ADDITION OF A 2.4M HIGH SECURITY FENCE |
| 20/00355/TEL | H3G UK Ltd | Grass Verge Adjacent Police Station Junction Of Leathers Lane And Higher Road | THE INSTALLATION OF A 20 METRE HIGH MONOPOLE SUPPORTING 6 NO.ANTENNAS AND 2 NO. TRANSMISSION DISHES, 4 NO. EQUIPMENT CABINETS & ASSOCIATED WORKS |
| 20/00341/FUL | Mr Andrew Mercer | 49, Fernwood Drive Halewood Knowsley | ERECTION OF A TWO STOREY SIDE EXTENSION |

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

**RESOLVED:** by 5 votes to 1 that,

1. Town Council staff are sent the letter from Alison Shacklady.
2. That the planning applications be noted.
3. Advise Knowsley Council of the Town Council’s representation regarding application number 20/003555/TEL. That they advise the contractors consider alternate locations for the mast and also look at the aesthetics of the masts as they can be unsightly.

**EXEMPT ITEMS**

RESOLVED:- That under Section 100(A) of the Local Government Act 1972, the public be excluded for the following items 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.

**36. Town Council Final Accounts 2019-2020**

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,

**It was unanimously resolved that,**

1. The report be noted and,
2. The Final Accounts for 2019/20 be approved.

**37. NEW BUDGET MONITORING SYSTEM**

Members’ received a report from the Town Manager and considered recommendations. The Town Manager outlined the reasons for the proposed change.

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

**RESOLVED:** That,

1. The report be noted and,
2. The new budget monitoring system is endorsed.
3. And, when practicable, to migrate to the SAGE 50 system.

**38. TOWN COUNCIL RECOVERY FROM THE COVID-19 CRISIS**

Members’ received a report from the Town Manager and considered recommendations. The report detailed the financial impact the Covid-19 crisis has had on the Town Council and measures taken to alleviate financial loss. The report also highlighted the work undertaken to return to the hiring of buildings and efforts made to host ‘ticketed functions’ to generate income.

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

**RESOLVED:** That,

1. The report be noted and,

Meeting closed at 8.58 pm

Signed ………………………. Date…………………….