**HALEWOOD TOWN COUNCIL**

Minutes of the Meeting of the Policy & Finance Committee held on Tuesday 31st January 2022 (7.00pm) at The Arncliffe Centre

**PRESENT**

Cllr A Hesford (Chair)

Cllr B Dunn Cllr T Lucock

Cllr F Martin Cllr C Rose

Cllr D Samuels Cllr J Harvey

Cllr C Schears

**In attendance:**

G Allen - Town Manager

K. Newton – Business & Finance Officer

D. Murphy – Bars & Functions Manager

**15. Apologies**

Cllr S Harvey.

**16. Declarations of Interest**

None.

**17. Previous Minutes**

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

**RESOLVED** that,

1. The minutes to reflect the attendance of Cllr. B. Dunn.
2. Subject to the minor change noted above, the minutes of the Policy & Finance Meeting held on 25th October 2022 be approved as a correct record and signed by the Chair.

**18. Bars & Functions Update**

Councillors considered the report of the Town Manager and Bars & Functions Manager which provided an update on recent performance in relation to hiring, bars and functions across Halewood Town Council. The extensive report provided by the Bars & Functions Manager highlighted the income generation over the past year, challenges with the delivery of functions and an assessment of staff costs over this period.

Councillors raised a series of comments and observations about the report after which,

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

**RESOLVED** that,

1. That the report be noted and,
2. The recommendation to create a Task & Finish Group to assess the challenges and consider proposals for full council is approved, and,
3. That Cllr J Harvey, Cllr D Samuels, Cllr Y Graves and Cllr B Dunn are the nominated elected member representatives to attend the meeting alongside staff members.

**19. Finance Report**

Councillors considered the report of the Town Manager which provided a budget monitoring update to the end of December 2022. The report covered spending to date, a forecast to March 2022, bank statements and an overview of Special Reserves.

Councillors asked a range of questions which were addressed by the Town Clerk and K. Newton.

It was **moved by Cllr. C Rose** and **seconded by Cllr. J Harvey** and all agreed,

**RESOLVED** that,

1. That the report be noted and,
2. The Budget Monitoring Report is approved

**20. HR Update**

The report of the Town Clerk provided members with an update on progress with the appointment of ‘Peninsula HR’ as the council’s new provider of HR support. The report made a further recommendation to formally conclude its arrangements with the former provider of its HR services, ‘HR Law Easy Answers’.

**Cllr C Rose** gave members a brief overview of her recent engagement with Peninsula HR regarding ongoing personnel challenges within the council. Cllr Rose advised this had been managed in an effective and professional manner by the company and she was confident they will greatly assist the council in expediting ongoing HR challenges.

It was **moved** by Cllr. C. Rose and **seconded** by Cllr. J. Harvey and all agreed,

**RESOLVED** that,

1. The report be noted and,
2. That the Town Clerk and Finance Officer consolidate outstanding payments to HR Law Easy Answers into one payment.

**21. Request for an Interim Personnel Committee**

Councillors considered the report of the Town Manager which requested the creation of an Interim Personnel Committee.

The proposal was met with strong approval by Councillors, and there was recognition that the committee will help the council manage a wide range of personnel and HR issues at Halewood Town Council.

It was **moved by Cllr. C Rose** and **seconded by Cllr. F Martin** and all agreed,

**RESOLVED:**

1. That the report be noted and,
2. The proposal to create the Interim Personnel Committee is approved
3. That Cllr. C Rose, Cllr C Schears, Cllr J Harvey and Cllr A Hesford to become members of the Interim Personnel Committee

***Exempt Items***

*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*

**22. Arncliffe Refurbishment**

Councillors considered the report of the Town Manager which outlined the recent successful funding bid to the ‘Youth Investment Fund (YIF) to support the next stages of project development for the refurbishment scheme. The council has been awarded a pre-construction grant to the approximate value is £84k.This funds 90% of costs associated with the refurbishment to the end of March 2023.

As part of the update, the Town Clerk advised the funding also supports the next stage of the bidding process for YIF support, and he requested members support to this objective.

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

**RESOLVED:**

1. That the report be noted and,
2. The council approves the work to undertake the next stage of the bid to YIF.

A further addendum to the resolution was **moved by Cllr. C Rose** and **seconded by Cllr. D Samuels** and all agreed,

1. That the Town Clerk is congratulated on achieving the pre-construction grant on behalf of the Town Council.

Meeting closed at 8.51 p.m.

Signed ………………………………………………………………. Date……………………………………………