



HALEWOODTOWNCOUNCIL ANNUAL REPORT 2022/23



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Mayor of Halewood

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Town and Parish Councils



Town and Parish Councils are the level of local government closest to the needs of local people. Parish and Town councils are created in law and are required to act within the laws by exercising the powers and functions, which have been conferred on them by Acts of Parliament. However, these laws give the Parish and Town council a wide remit within which to improve the lives of their local community. The Council collects a precept each year, (a sum collected with the annual council tax each year from the householders in the township) specifically intended to maintain and improve facilities and services for local people. The Halewood precept for 2023/24 is £498,524, with the Band D annual payment set at £89.87, an increase of £1.00 on the previous year. The Band A Annual Household payment is £56.90, an increase of £0.66p on the previous year.

Parish and Town Councils are the least bureaucratic and most cost-effective form of local government in existence. All sums collected are invested in the needs of the Town or Parish. They are elected bodies, and as such, are responsible and responsive to their local electorate. Every meeting of Halewood Town Council for example, includes a 'Public Forum'. This enables residents to raise questions, concerns, or compliments to Councillors.

Mayor's Foreword



Cllr Barbara Dunn - Chair of the Town Council & Mayor of Halewood, 2022/23

2022/23 has been a year to remember for us all, and for so many different reasons. Our Town has felt the effects of the costs of living crisis, and we must acknowledge the economic impact it has had on many Residents, Businesses and Community organisations.

I have had a fantastic year in office which has been very productive. I have had great pleasure in attending 52 engagements in Halewood. We have so many wonderful groups and activities happening in Halewood, which is what makes it a great Community, and one to be proud of. Some of the highlights of my engagements have been the Halewood Carnival, Halewood Culturefest and of course Halewood Town Council Festive Light Switch-on Event. It was a great evening and well attended, even though the weather was not on our side. I have visited many local groups including Memory Lane, U3A, Halewood Art Group, Arncliffe Over 50s Club, Halewood Town Junior Football Academy, Knowsley Older People's Voice to mention a few.

13 Community grants have been awarded by Halewood Town Council during the past year which is great news!

A big thank-you to the hirers, users and participants of Halewood Town Council services and Centres for their trust as we have returned to some normality after Covid 19.

Mayors Charities fundraising, through generous support of people attending Council events has raised a total of £2,000 which will be shared between The First Step Domestic Violence support, Knowsley Food Bank, Baby Basics and Halewood Uni-Wise uniform recycling initiative.

My heartfelt thanks and appreciation also goes to all of our dedicated and hard working Halewood Town Council Staff, to Mr Gerry Allen Town Clerk for going above and beyond, and all Councillors for their dedication and valued participation in their voluntary role. My grateful appreciation also goes to all of Halewood's Community Groups and organisations, to Halewood Churches and everyone in Halewood who goes the extra mile to show support to people experiencing difficult times.

2023/24 will be a big year for Halewood Town Council, with many exciting events planned for the township. Look out for the Halewood Carnival in July, and Halewood Town Council's Festive Lighting switch-on in November, also the annual Christmas Concert in December.

Welcome to all new Residents who have moved to East of Halewood Development, many from Halewood, but also from far and wide. I am sure you will find Halewood to be a very special place to live and I wish you all good luck and happy times ahead in your new homes.

Councillor Iain Hamilton was elected as Mayor and First Citizen of Halewood at the Halewood Town Council Annual Meeting on 11th May 2023, with Councillor Clare Rose elected as Deputy Mayor. I wish Councillor Hamilton and Councillor Rose every success and a very enjoyable 2023/24 Municipal Year.

Warmest wishes,

Cllr Barbara Dunn

Chair of the Town Council & Mayor of Halewood 2022-2023

Town Clerk's Report

Gerry Allen, Town Clerk



For the first time this century, Halewood Town Council once again has a Town 'Clerk' rather than a Town Manager. A minor but highly significant change noted by a small number of people. This change has not affected my role, everything stays the same, but I'm pleased to report that the return to this lost job title is having the desired effect. A conversation on Remembrance Sunday 2022 with local resident Sheila Bersin MBE reinforced the significance of the change, and my hope is that it helps demonstrate the difference between the functions of the borough council, and those of the Town Council. A Parish or Town 'Clerk' is a unique function to the small council sector.

2022/23 was a busy year as usual at the Town Council. We held a range of fantastic and wellattended events throughout the year, covered elsewhere in this report, and brought in over £100,000 in external grants to supplement and contribute to our work.

I want to thank the staff team at Halewood Town Council for their hard work and flexibility over the past year. During times of challenge, they responded fantastically to ensure our buildings and services remained open for business.

This was also the final year of the 2019-2023 Town Council. The council election of May 2023 saw some old faces return to the council, some lose their seats, and many retirements. I thank all of the Councillors over this past year for their commitment and passion for Halewood. There were some battles and disagreements, but there was no doubting the desire of everyone to make Halewood a vibrant, exciting town. A reminder that your Councillors receive no remuneration for their roles at the Town Council, giving their time and energy freely.

As outgoing Mayor Dunn notes, we have exciting plans for 2023/24, and I hope our free community events in particular will prove a welcome distraction for many hard-pressed families and residents across the township. At Halewood Town Council we try to be visible in our activities to support the community, and transparent about how we make decisions. We know times are hard and every penny counts, but our hope is that your precept contributions are spent wisely, and the benefits are clear through the township's well-maintained parks, busy community settings and free events.

Town Council Staff



Gerry Allen
Town Clerk



Karen Newton
Business &
Finance Officer



Sue Edwardson
Democratic
Services &
Administration



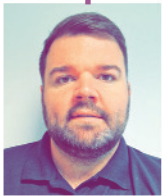
Lynn O'Keeffe
Community
Projects Manager



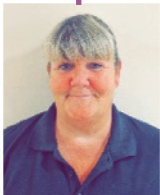
Dave Murphy
Operations &
Development
Manager - Bars



John Ferry
Buildings &
Safety Officer



David Hooton
Community
Projects Officer



Cathy Levens
Cleaner - Arncliffe



Kim Morris
Cleaner -
Hollies Hall



**Andrea
McCaffrey**
Support Officer



**Sharon
McCaffrey**
Support Officer



Jamie Lea Flynn
Support Officer

Council Structure & Governance

The responsibility of the Council is to take policy decisions about how its services are carried out, what the priorities should be and how the Council's resources should be allocated.

Each year, at the Annual Meeting, the Council elects a Chairperson who becomes the Mayor of Halewood for the forthcoming year. For Town Councils, there must be a legal basis for everything it does. Governance arrangements for Town and Parish Councils in England goes back many years, the most recent significant piece of legislation arguably being the Local Government Act 1972. However, the overall package of legislation goes back well before that, even to the 19th century.

Standing Orders are intended to regulate and control how the Town Council conducts its business. Whilst there is no obligation to adopt Standing Orders, it is good practice to do so and for many years Halewood Town Council considers and adopts on an annual basis, Standing Orders and Financial Regulations.

The Council has a statutory duty, under the Localism Act 2011, to promote and maintain high standards of conduct by Elected Members and Co-opted Members Code of Conduct. This is adopted on an annual basis and sets out the standards which the Council therefore expects such Members to observe. The current Standing Orders, Financial Regulations and Code of Conduct are available on the Town Council's website www.halewoodtowncouncil.gov.uk.

Public Access to and participation at Town Council meetings (including public recording)

Meetings of the Town Council are not public meetings, but members of the public have a statutory right to attend any meeting of the Town Council but only as an observer. Unless invited to do so by the Chairperson, members of the public have no right to speak at Town Council meetings. A 'Public Forum' is currently available at Full Council Meetings of Halewood Town Council when, by prior arrangement with the Town Clerk, members of the public in attendance at the meeting may address the Town Council on matters appertaining to the Township.

There are occasions when meetings must go into 'private session' when dealing with matters of a confidential nature. On these occasions, members of the public (and press if any are present) must leave.

In line with national legislation, and in accordance with the Town Council's Policy, the filming and recording of public Town Council meetings is permitted.

Anybody wishing to film and record public meetings is requested to inform the Town Clerk 24 hours in advance of their intention to record a meeting, this is to ensure that the necessary arrangements can be made.

Meetings normally start at 7.00 p.m. and confirmation of dates and the locations of the meetings will be available on the Town Council's website www.halewoodtowncouncil.com. They are also posted on the Town Council's notice boards throughout the Township.

Principal Authority

Knowsley Metropolitan Borough Council is the Principal Authority with whom Halewood Town Council works closely. The borough council serves the residents of Halewood and Knowsley with most local services, such as schools, social services, waste collection and roads.

How is the Town Council Financed?

The net cost of the Town Council's activities is financed by levying what is known as a precept, which is added to the Council Tax levy set by Knowsley Metropolitan Borough Council.

In 2022-2023, the Town Council raised £447,039 via the precept. Up until 2017-2018, the Town Council also received a grant from Central Government called the Council Tax Reduction Scheme Grant (CTRSG). Each year, the Town Councils' accounts are prepared by the Town Clerk and Business & Finance Officer and are audited by appointed Internal and External auditors.

Each year also, as required by law, electors of the Township can 'Exercise their Rights' to inspect the accounts of the Town Council within a given period, details of which are posted on the Town Council's website, and on the Town Council's notice boards throughout the Township.

The table below shows the aggregate levels of income and expenditure for 2022-2023, and at this stage, they are subject to final audit. Once audited, details of the accounts are available for residents' inspection.

Expenditure & Income – 2022-2023

	Budget Allocation 2022/223	Outturn at 31/03/2023
Staff & Training Costs	£323,974.	£381,643
Administrative	£42,860	£36,371
Community Provision & Events	£25,190	£66,322
Public Open Spaces	£38,160	£37,784
Hollies Hall	£53,475	£53,350
Arncliffe Centre	£58,065	£266,622
Precept Income	£488,874	
Projected Income	£52,850	
Actual income		£189,222
Totals	£541,724	£678,096

2022-2023 Budget and Precept

Background Halewood Town Council is aware of the challenges faced by many residents across the township with a rise in the cost of living. The council, however, deems it necessary to increase the 2023/24 precept (our share of the council tax raised by Knowsley MBC), and wishes to provide additional clarity on the increase and address residents' concerns.

What is the change? The Town Council sets an annual precept which is collected as part of Council Tax. For 2022/23, the cost to a Band D taxpayer in Halewood was £88.87 per year. In 2022/23 this will increase to £89.87 which is an increase of £1.00 over 12 months.

This change sees the council collect £498,524 in terms of precept income, an increase of £9,650 on the 2022/23 figure of £488,874.

Why the increase? Like many household budgets, the council will face an increase in its day-to-day costs over the next twelve months that forced the issue – costs for utilities and building repairs are all increasing. This comes from a very small precept increase levied by the council in 2022/23.

In addition, the Town Council's staff budget has increased over the past year. During 2021/22, the Town Council undertook a root and branch review of its staffing. This resulted in the creation of several new roles, to improve the council's ability to run the very busy democratic service functions it is required to provide, but also new capacity in terms of community activities and buildings management. This new capacity has resulted in greater output from the Town Council, in particular for free or low-cost events/activities for residents, but also capacity to bid for external funding.

The new staffing structure has ensured the council has the staff it needs to deliver the varied services we provide to the Halewood community. Additionally, some of the funding that contributes towards staff costs has been achieved through successful funding applications, and it is hoped to achieve more of this in future years.

What does the Town Council do for £89.87?

Here are just a few of the things we do for the £89.87 to be charged to a Band D property.

Halewood Town Council:

- Manages the town's green spaces and parks on behalf of Halewood residents.
- Provides funding support to local charities and community groups.
- Provides community access to its two local settings – Hollies Hall and The Arncliffe Centre.
- Will be launching a project to create a 'Banking Hub' in Halewood.
- Has commenced a Neighbourhood Plan to review important aspects of life in the township – Parks/Green Spaces, Heritage, Transport, Infrastructure and Community Involvement
- Organises the Community Fun Day, Annual Christmas Concert, Christmas Lights and Christmas Markets to help keep our town thriving.

What Do We Do?

Services currently provided by Halewood Town Council.

- **The Arncliffe Sports and Community Centre** – ‘The Arncliffe’ provides a community sporting facility including a Sports Hall, two synthetic pitches, and junior sized pitches used by Halewood Junior Football League.

The Centre has a large function room complete with bar, extensive kitchen facilities, audio visual equipment, and is home to many community and special interest groups who use the facilities for meetings and activities. ‘The Arncliffe’ is also available for hire at competitive rates for a variety of business, family or fundraising events.

- **Hollies Hall** – The other setting for Halewood Town Council, it also has a large function room complete with bar and kitchen facilities. Audio visual equipment compliment the facility, which is also available, at competitive rates, for private, or business hire. Hollies Hall too, is home to many community and special interest groups who use the facilities for meetings and activities.

Outside, Hilton Grace Recreation Ground, extensively used by Kingsthorpe Junior Football Club, is available for outdoor sporting and recreational activities.

- **Open Spaces** – The Town Council manage around 90 acres of open space. In addition to the open space associated with ‘The Arncliffe’ and Hollies Hall, the Town Council chiefly manages land on Wood Road, Halewood Doorstep Green (Dista Field), Frederick Lunt Playing Field, New Hutte Woods and Elwyn Gardens.

- **Playgrounds** – Within our Open Spaces, the Town Council is responsible for the up-keep and maintenance of the current young persons’ playgrounds at Hollies Road, Arncliffe Sports and Community Centre, and on Wood Road. Sadly, anti-social behaviour and vandalism has left the Town Council with little alternative but to control access times to our playgrounds wherever possible.

- **Festive Lighting** – The Town Council funds the provision of a Christmas Tree and Christmas lighting in the Shopping Centre on Leathers Lane. There is a free community Christmas light switch on.

- **Street Furniture** – mainly within its own land, although not exclusively, the Town Council owns and maintains some of the benches and seats within Halewood, plus newly designed and erected Town Council notice boards throughout the Township.

- **Civic Services** – The Mayor of Halewood is always pleased to support any Halewood-based resident, organisation, or group as far as diary commitments allow. If you would like the Mayor to attend any event, please contact Sue Edwardson for The Mayor’s Office on 0151 443 2063.

- **Halewood Community Grants Fund** – The Town Council maintains a fund, designed to support Halewood-based projects. Preference will be given to those schemes that stimulate new ideas and approaches which benefit the community.
- **Planning Applications** – the Town Council monitors all planning applications applicable to areas within the Township, making representations to the Planning Authorities as necessary.
- **Events** – This year, the Town Council will deliver many activities and events including:
 - **Summer Holiday Activities** – A summer of activities with hot nutritious food for children and young people.
 - **The Halewood Carnival** – A Day of entertainment, excitement and plenty of free activities for all the family.
 - **Festive Lights Switch-on Event** – An early evening event for all residents in Halewood to join us in the switching on of our festive lights with free hot drinks and a visit from Santa Claus.
 - **Annual Christmas Concert** – An evening of music and celebration with professional musicians performing alongside Halewood School and Community Choirs.
- **Council Offices and Support Services** – From its base in the Halewood Centre, the Town Council provides the full range of management, financial and administrative services to the Council, the Mayoralty and Civic events.



**Councillor Dunn attending the
Over 60's Club Jubilee
Celebration**

Mayor's Charities in 2022/23

Over this past year Cllr Dunn as Mayor of Halewood has attended 52 engagements in Halewood, including hosting Charity nights, opening Local Events and presenting Community Grants and Awards.

Councillor Dunn's chosen Charities for 2022/23 were:

- The First Step Domestic Violence support,
- Knowsley Food Bank,
- Baby Basics and
- Halewood Uni-Wise uniform recycling initiative.

Through fundraising £2000 has been raised which will be shared out equally between the 4 Charities.



The Arncliffe Sports and Community Centre

Situated in Arncliffe Road, the Arncliffe Sports and Community Centre is a popular venue for a variety of social and community events. With car parking available, a fully stocked bar and function room complete with audio visual equipment, the Centre is an ideal venue which can be hired for business events / meetings or for family celebrations, including christenings, 18th and 21st birthday parties and many other birthday celebrations, children's parties, anniversaries and funeral receptions. As well as being the administrative base for the Town Council, it is also the base from which many groups deliver their activities and is the home of Halewood Town Sports Association and the Halewood Junior Football League (HJFL).

Sports Facilities at the Arncliffe Sports and Community Centre

In 2007, a grant of £600,000 from Barclays Bank and the Football Foundation, together with £150,000 each from Knowsley Metropolitan Borough Council, and Halewood Town Council, realised a major improvement to the sporting facilities at the Arncliffe Sports and Community Centre. Thanks to this funding, the Centre has a large Sports Hall, floodlit synthetic surfaces, a multi-use games area and changing facilities.

In 2017, the Town Council funded the complete replacement of the synthetic (sand-based) surface with modern 3G pitches. This floodlit facility is available for hire at very competitive rates.

Hollies Hall

Like the Arncliffe Sports and Community Centre, Hollies Hall is a 'fully accessible' popular venue, complete with car parking. The centre can be hired for business, social and community functions. It is also used regularly throughout the week and at weekends by a variety of groups.

Situated on Hollies Road, in the heart of the Village of Halewood, Hollies Hall has a dedicated stage area, with a fully stocked bar and in comfortable surroundings, Hollies Hall is an ideal venue for concerts and shows, and regularly hosts events as part of the Halewood Culturefest. It is an ideal venue in which to hold family celebrations of many kinds, including christenings, 18th / 21st and many other birthday celebrations, children's parties, anniversaries and funeral receptions.

Football Pitches at Hollies Hall

Hilton Grace Playing Fields is immediately behind Hollies Hall. This large open area is used extensively by Kingsthorpe Junior Football Club but is available for a variety of sporting education and recreational activities; usage of the indoor changing facilities is available by arrangement.

Teams should call Dave Murphy on 07871643771 for details.

Examples of Regular Activities at Hollies Hall at the Arncliffe Sports and Community Centre

FOR ADULTS AND OLDER PERSONS

Yoga	Health Body and Mind Fitness
Tai Chi	Health Body and Mind Fitness
Councillor Surgeries	Support to Residents
Women's Institute	Tai Chi and Ukelele classes
Memory Lane	Support group for Dementia
Liverpool Scottish Pipe Band	Practice Sessions

TRAINING AND EDUCATION CLASSES

Indoor Bowls	October to March
Halewood U3A	University of the Third Age - Craft & Book Groups
Pilates & Chorus Line Dance	Health Body and Mind Fitness
Football & other Sport	
Functions	Family & Social functions with bar facilities
Over 50's Club	Over 50's Social Group

FOR CHILDREN AND YOUNG PEOPLE

Ju-Jitsu	Martial Arts Fitness and Training
Boogie Tots	Dance and fun for little walkers
Mother and Toddler	Social & Information meeting for parents/carers
Diddidance	Dance for the 'diddy' ones
Amy's dance	Dance & Fitness for older young people

Want to make a booking?

Whether you would like to book the Arncliffe Sports and Community Centre or Hollies Hall, our staff will do their very best to make sure you have an enjoyable time.

Our room/hall hire are set at reasonable rates. Details of these are published on our website www.halewoodtowncouncil.gov.uk or can be obtained by calling 0151 428 1929. Our named contact is Dave Murphy who can also be contacted directly on 07871643771 or at dave.murphy@knowsley.gov.uk

Community Projects Team

In February of 2022 a Community Projects Team was established. The aim of the team was to assist the Town Council, and the local community, to plan and deliver Community based events and sessions, to apply for funding and assist with service delivery.

During 2022/23 The Community Projects Team have delivered the following events & Projects

- Queens Platinum Jubilee Event
- Over 50s Club Jubilee Celebration
- Craft Fairs
- Pride Month Event
- Halewood Carnival
- HAF Summer of Activities
- Remembrance Sunday Event
- Festive Lights Switch on.
- Annual Christmas Concert
- Breakfast with Santa
- Over 50s Christmas Party
- Childrens Christmas Party
- Half Term HAF Pantomime Trip

With many more things planned for 2023/24



Community Grants Fund

For over a dozen years now, your Town Council has established a fund to help Halewood based residents and projects, which benefit the health and well-being of our Town, the promotion/representation of the community of Halewood, the Environment, Community and Business Sector or the Halewood economy.

Applications are welcome from organisations, groups, or individuals, with a preference given to applicants who can display a good track record of past achievement, or to new organisations, groups or individuals who can demonstrate future potential.

During 2022 – 2023 the following were recipients of a Grant:

- Halewood Youth in Community Centre
- Halewood Uni-wise
- Parish of St. John Vianney
- Memory Lane
- Halewood Photographic Club
- Halewood Park Volunteers
- Women's Institute
- Halewood Community Spirit
- Halewood Town Juniors
- The Tuesday Club

For further information about the Community Grants Fund or an Application Pack, please contact our Community Projects Officer:
Lynn O'Keeffe

on 07708 617267 / 0151 443 2064.

Alternatively, you may download the information from the Town Council website, www.halewoodtowncouncil.gov.uk



**HALEWOOD
CARNIVAL
2023**

Friday
July

Lots of FREE activities including:

**...along with Large Fun Fair,
Market and Information Stalls.**



Council of the Year 2017



Halewood



Optima Petimus

HALEWOOD TOWN COUNCIL

1st Floor The Halewood Centre
Roseheath Drive



Halewood
Liverpool
L26 9UH

All Bookings 0151 428 1929
Admin Telephone 0151 443 2063
Finance Telephone 0151 443 2062
Community Projects 0151 443 2064