

# **HALEWOOD TOWN COUNCIL**

At a Meeting of the Town Council held on  
**19<sup>th</sup> June 2025 at 7.30pm**  
at the Arncliffe Sports and Community Centre

## **PRESENT COUNCILLORS**

Cllr. C. Lunt (Mayor/Chairperson) (CL)

Cllr. V. Berry (VB)  
Cllr. A. Flute (AF)  
Cllr. I. Hamilton (IH)  
Cllr. C. Rose (CR)  
Cllr. E. Finneran (EF)  
Cllr. B. Dunn (BD)  
Cllr. P. Bradley (PB)

## **Also in attendance:-**

George MacKenzie (GM) – Town Council Consultant  
Lynda Quinn - Business Support Assistant  
Joanne Favill - Business Support Assistant  
Louise Fillingham - Business Support Assistant

Members of the Public present: 0

## **1. APOLOGIES.**

Apologies for non-attendance were received and accepted from

Cllr. B. Arnold (BA)  
Cllr. J. Harvey (JH)  
Cllr. L. Berry (LB)

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

<b><u>Name</u></b>	<b><u>Agenda No.</u></b>	<b><u>Item</u></b>
Cllr Rose	12	Exempt
Cllr Dunn	12	Exempt

## **3. PUBLIC FORUM**

There were no questions submitted for the meeting of the Council.

**4. MINUTES.**

It was proposed by Councillor Hamilton, and Seconded by Councillor Rose and unanimously

RESOLVED that,

The minutes of the Extraordinary Meeting of the Town Council held on 24<sup>th</sup> April 2025 be approved as a correct record and signed by the Chairperson.

**5. SCHEDULE OF PAYMENTS**

Members considered the schedule previously distributed.

IH raised issue re smart phones x8 which were not received – Ipads were received separately. The invoice from KMBC (£889.06) was not authorised.

GM highlighted fee for work carried out by Lynn Anders and other amount were relating to issue to be discussed later in agenda.

It was proposed by Cllr Hamilton, and Seconded by Cllr Rose and

RESOLVED that-

With the exception of the invoice from KMBC (£889.06) the schedule be approved.

**6. POLICY REVIEW  
CHILD PROTECTION AND SAFEGUARDING, EQUALITY AND DIVERSITY**

Members considered a report from GM and the accompanying draft policies. After a brief discussion during which BD raised a query of keyholders for Hollies Park passing keys to family members when she's away. Is she/they DBS checked? GM will look into.

It was proposed by Cllr Flute, and Seconded by Cllr Hamilton and

RESOLVED that-

The draft policies be approved.

**7. CLOSEDOWN OF 2023/24 ACCOUNTS**

GM presented a report notifying Members of the completion of the limited assurance review by PKF Littlejohn for the year ending 31<sup>st</sup> March 2024.  
Following discussion

It was proposed by Cllr. Rose and Seconded by Cllr. Hamilton and

RESOLVED that-

- a) The report be noted
- b) The final external audit report or certificate be noted
- c) PKF's invoice be approved.

## 8. **ANNUAL GOVERNANCE STATEMENT 2024/2025**

GM presented a report seeking approval of the annual governance statement 2024/25.

It was a concern that a number of assertions were indicated as 'no', in respect of which GM explained that many had been completed but not within the required timescale i.e.- by 31<sup>st</sup> March 2025.

BD noted that there was a lot of work ahead.

GM explained that a meeting had been held between himself, IH, CL and the internal auditor to ensure consistent responses to the assertions and that they will not be contradictory to his report.

It was **proposed** by Cllr Rose and **seconded** by Cllr Flute and agreed that

- a) The report be noted
- b) The Annual Governance Statement 2024/25 be approved as presented.
- c) The explanation shown in paragraph 3.5 of the report be enclosed.

## 9. **RESOLUTIONS LOG**

GM presented a report outlining the proposal to develop a resolution log to be presented to each ordinary meeting of the Town Council.

GM explained the purpose of the resolution log; it will enable Members to monitor and check progress of resolutions passed at meetings.

**Proposed** by Cllr Bradley, and **Seconded** by Cllr Flute, and agreed

that-

- a) the report be noted
- b) the development of a resolution log be approved.

## 10. **HALEWOOD CARNIVAL 2025**

GM presented a report which gave a brief outline of this year's carnival. During discussion, VB raised a concern regarding the sufficiency of staff. GM explained that the main attractions (funfair and inflatables) would be staffed by the providers, but that staff numbers would be included in a full report to be presented to the next meeting of the Town Council.

It was **Proposed** by Cllr Hamilton, and **Seconded** by Cllr Flute and

**RESOLVED** that-

- a) The report be noted
- b) That with exception of LB, VB and BD all members would be available to assist on the day.

11. **REPORTS FROM CONFERENCES/REPRESENTATIVE BODIES.**

NALC	IH updated those present on most recent meeting
LALC/MALC	No updates
Halewood Culturefest	Update from EF. Culturefest ongoing event very successful so far
Liverpool Airport	EF updated those present on most recent meeting
Cooperative Councils Innovation Network	No update due to BA's absence

**Exempt Items – NOT FOR PUBLICATION**

*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*

12. **KMBC INTERNAL AUDIT – NOVEMBER 2024**

13. **INTERNAL AUDIT REPORT JUNE 2025**

14. **RESIGNATION OF TOWN MANAGER**

The meeting closed at 8.20pm.

Signed ..... Date .....  
**Chair, Halewood Town Council**