

HALEWOOD TOWN COUNCIL

At a Meeting of the Town Council held on
23rd October 2025 at 7.00pm
at the Arncliffe Sports and Community Centre

PRESENT COUNCILLORS

Cllr. C. Rose (CR) Vice- Chair person (in the Chair)

Cllr. B. Arnold (BA)	Cllr. L. Berry (LB)
Cllr. V. Berry (VB)	Cllr. P. Bradley (PB)
Cllr. A. Flute (AF)	Cllr. J. Harvey (JH)
Cllr. I. Hamilton (IH)	Cllr. E. Finneran (EF)
Cllr. B. Dunn (BD)	

Also in attendance:-

George Mackenzie (GM) Interim Town Manager

Lynda Quinn Business Support Assistant

50. APOLOGIES.

Apologies for non-attendance were received and accepted from

Cllr. C. Lunt

51. MINUTES.

To approve and sign the minutes of the Town Council Meeting held on 18th September 2025.

IH noted that on page 2 of the minutes there is an error in the minutes numbers, number 40 should be number 41.

Moved by Councillor Hamilton, **Seconded** by Councillor Flute and unanimously

RESOLVED that,

a.) The minutes will be amended to show correct minute numbers.

Moved by Councillor Arnold, **Seconded** by Councillor Flute and unanimously
RESOLVED that,

b.) The minutes of the Meeting of the Town Council held on 18th September 2025 be approved as a correct record and signed by the Chairperson once the amendments have been made.

52. RESOLUTIONS LOG

It was **proposed** by Councillor Hamilton, **Seconded** by Peter Bradley and unanimously **RESOLVED** that,

The resolution log progress be noted.

53. AUDIT ACTION PLAN

Then Interim Town Manager presented the audit action plan

It was **proposed** by Councillor Flute, **Seconded** by Councillor V. Berry and unanimously **RESOLVED** that,

The Audit Action Plan as presented be noted and approved.

54. CONCLUSION OF AUDIT 2024/25

The Interim Town Manager presented a report which confirmed that the appointed external auditors, PKF Littlejohn had completed their audit of the Councils accounts for 2024/25. The report included the External Audit Certificate.

The actions required while be incorporated into the Audit Action Plan.

The Interim Town Manager wished to place on record his thanks to Lynn Anders and Whiston Town Council Clerk for their assistance with the AGAR report.

It was **proposed** by Councillor Hamilton, **Seconded** by Councillor Flute and unanimously **RESOLVED** that,

The audit report be received and recommendations noted.

55. COUNCILLOR VACANCY – CO-OPTION POLICY

The Interim Town Manager advised Members of a vacancy for a Councillor to represent the South Ward occasioned by non-attendance of a sitting Councillor.

The appropriate vacancy notice has been published.

Should an election not be called in accordance with legislation, the Town Council may co-opt.

The Interim Town Manager tabled the Town Council approved the Co-option policy which was now out of date and recommended it be re-adopted.

In relation to paragraph 6 of the policy, Councillor Hamilton expressed the view that the report of voting on appointments, the policy should reflect paragraph 8 of the Councils agreed standing orders.

It was **proposed** by Councillor Hamilton, **Seconded** by Councillor Flute and unanimously **RESOLVED** that,

- a. The report be noted
- b. The co-option policy be adopted subject to paragraph 6 reflecting paragraph 8 of the Town Councils Standing Orders.

56. 2025/26 HALF YEARLY ACCOUNTS

The Interim Town Manager presented a report indicating the forecast out turn as of March 2026 Details were also provided of expenditure at 31st September 2025

Councillor Harvey noted the hard work of the manager and staff, and thanked him for the comprehensive report which was easy to understand.

Councillor Hamilton noted the improvement in accounts since April but recognised that there are too many cost centres.

It was **proposed** by Councillor Bradley, **Seconded** by Councillor Harvey and unanimously **RESOLVED** that,

- a. The report be noted
- b. The Half yearly accounts report be received and recommendations noted.

57. CHRISTMAS EVENTS

The Interim Town Manager presented a report which outlined the proposed Christmas events.

It was **proposed** by Councillor Rose, **Seconded** by Councillor Harvey and unanimously **RESOLVED** that,

- a. Three Council Members, IH, JH, and CL, with BD as back-up will liaise with GM to consider issues that were brought up for Christmas lights switch on.
- b. All other events noted.

58. CHRISTMAS/NEW YEAR OPENING TIMES

The Interim Town Manager presented a report which outlined the proposed opening times over the Christmas/New Years period.

Councillor Harvey suggests that the website over this period directs to another contact number for the Public to call if they need the assistance.

It was **proposed** by Councillor Arnold, **Seconded** by Councillor Dunn and unanimously **RESOLVED** that,

- a. The report be noted.
- b. The proposed opening times be approved.

59. COMMUNITY GRANT FUND APPLICATIONS

The Interim Town Manager presented the community grant fund report for one application for Members to consider.

It was **proposed** by Councillor Bradley, **Seconded** by Councillor Harvey and unanimously **RESOLVED** that,

- a. The report be noted.
- b. The women's wellness group receive the full amount requested.

60. SCHEDULE OF PAYMENTS

The Interim Town Manager presented the Schedule of Payments for Members to approve

It was **proposed** by Councillor Hamilton, **Seconded** by Councillor Flute and unanimously **RESOLVED** that,

Payment schedule be approved.

61. REPORTS FROM CONFERENCES/REPRESENTATIVE BODIES.

To receive any verbal reports from the Town Manager and/or Members present who have attended conferences or representative bodies on behalf of the Town Council.

LALC	Conference at the end of the month IH
MALC	Election phase IH
Halewood Culturefest	JH and CL did not attend; times are being moved going forward from next month
Liverpool Airport	EF and AF did not attend
Cooperative Councils Innovative Network	Two vacancies available on values board BA

REMEMBRANCE SUNDAY

All members will be in attendance at St Nicholas' Church for the service on 9th November.

Exempt Item

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

The meeting closed at 8.45pm.

Signed Date
Chair, Halewood Town Council