

# **HALEWOOD TOWN COUNCIL**

At a Meeting of the Town Council held on  
**24<sup>th</sup> July 2025**  
at the Arncliffe Sports and Community Centre

## **PRESENT COUNCILLORS**

Cllr. C. Rose Chairperson  
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. C. Rose (CR)                      Cllr. P. Arnold (PA)  
Cllr B Dunn (BD)

## **Also in attendance:-**

George Mackenzie (GM) Interim Town Manager  
Lynda Quinn Business Support Assistant

Members of the Public present:    0

## **18.    APOLOGIES.**

Apologies for non-attendance were received and accepted from

Cllr. C. Lunt (CL)  
Cllr. A. Harvey (AH)  
Cllr. I. Hamilton (IH)

## **19.    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. J. Harvey	13	Planning permission
Cllr. A. Flute	13	Planning permission

## **20.    PUBLIC FORUM**

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

## **21.    MINUTES**

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

The minutes of the Extraordinary Meeting of the Town Council held on 28th August 2025 be approved as a correct record and signed by the Chairperson.

## 22. RESOLUTION LOG

It was **proposed** by *Councillor*, **Seconded** by *Councillor* and unanimously

**RESOLVED** that,

The resolution log progress be approved.

## 23. AUDIT ACTION PLAN

It was **Proposed** by Councillor Flute, **Seconded** by Councillor J. Harvey, and all agreed.

**RESOLVED** that,

Councillor V. Berry and Councillor J. Harvey are nominated to review the audit.

## 24. BUDGET MONITORING REPORT – Q1 2025/26

The Town Manager presented the Budget Monitoring Report for Members to note and consider recommendations.

The report belies some costs, such as one-off expenditures e.g.- insurance premiums, audit by and Service Level Agreements with Knowsley Borough Council.

Moving forward, the Town Council have approved a move to Scribe accounting software, and it is planned that the Q2 report in October, and thereafter will be produced by Scribe. Therefore, the next report will be less dense and will be easily reviewed in order to monitor and forecast.

It was **Proposed** by Councillor Bradley, **Seconded** by Councillor V. Berry and unanimously

**RESOLVED** that,

A traffic light system be introduced going forward, so Councillors can easily note any issues in reports.

## 25. AUDIT ACTION PLAN

The Town Manager presented the Audit Action Plan for members to note and consider recommendations from Knowsley Boroughs internal audit.

Karen Hogan has requested a complete review of the audit papers.

It was **Proposed** by Councillor Flute, **Seconded** by Councillor Arnold and unanimously **RESOLVED** that,

VB, IH and GM will draft a reply to the Audit.

## 26. COMMUNITY GRANT FUND

The Town Manager presented the community grant fund report for four applications for Members to consider.

a.) It was noted by JH that there is an error on the application from Halewood Netball Club, and they are, in fact, entitled to the full amount they applied for.

It was **Proposed** by Councillor J. Harvey, **Seconded** by Councillor Arnold and unanimously

**RESOLVED** that,

Halewood Netball Club received the full amount they applied for.

b.) All other community grants completed meet Matrix for full funding.

It was **Proposed** by Councillor Flute, **Seconded** by Councillor J. Harvey and unanimously

**RESOLVED** that,

All applicants received full funding.

Proposed by PB that agendas can be sent electronically in future. CR stated this can be requested from GM.

Members can request they receive these either on paper or electronically in the future.

## 27. HALEWOOD CARNIVAL

The Town Manager presented a report to Members to consider recommendations.

Noted staffing arrangements for the day.

Noted that risk assessments need amendments to remove name of former Town Manager and to correct language used.

Queries regarding parking availability to use Plantation school and Eagle & Child pub.

It was **Proposed** by Councillor V. Berry, **Seconded** by Councillor Flute and unanimously

**RESOLVED** that,

- a.) Amendments to risk assessments will be made.
- b.) VB and BD will enquire with the school regarding parking.

## **28. SCHEDULE OF PAYMENTS**

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

It was **Proposed** by Councillor Flute, **Seconded** by Councillor J. Harvey and unanimously

**RESOLVED** that,

Payments be approved and fees to pay for Scribe be moved to the business account.

## **29. 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/MALC	No updates from IH and BA
Halewood Culturefest	Next meeting in two weeks
Liverpool airport	No updates from EF and AF
Cooperative Councils Innovation Network	No updates from BA

## **30. CORRESPONDENCE.**

**Note:-** Councillor Flute and Councillor J. Harvey, having declared an interest in this item, left the room and took no part in any discussion or voting thereon.

- a.) The following Planning Applications were considered:

Application Number	Applicant	Details

<b>25/00175/COU</b>	T & O Harrison	RETROSPECTIVE APPLICATION FOR THE CHANGE OF USE OF AGRICULTURAL LAND TO DOG EXERCISE AREA
<b>25/00206/DEMCON</b>	Redrow Homes Limited	PRIOR NOTIFICATION FOR DEMOLITION OF BUILDING
<b>25/00176/COU</b>	T & O Harrison	RETROSPECTIVE APPLICATION FOR THE CHANGE OF USE OF AGRICULTURAL LAND TO DOG EXERCISE AREA
<b>25/00178/CLD</b>	Rockbourne Day Nursery Limited	CERTIFICATE OF LAWFULNESS FOR PROPOSED PERIMETER FENCE
<b>25/00258/FUL</b>	Mrs Caroline Grant	ERECTION OF A SINGLE STOREY REAR EXTENSION
<b>25/00167/LBC</b>	Clare & Karen Lewis	CONVERSION OF 2NO. DWELLINGS INTO 1NO. DWELLING WITH ASSOCIATED INTERNAL RECONFIGURATION AND REPLACEMENT OF EXTERNAL DOOR AND WINDOW TO REAR ELEVATION
<b>25/00259/FUL</b>	Ms/Mr Elaine/Neil Birtley/Robinson	RETENTION OF A SINGLE STOREY REAR EXTENSION.
<b>25/00252/AGR</b>	T&O Harrison	PRIOR APPROVAL FOR THE ERECTION OF AN AGRICULTURAL PRODUCE STORAGE BUILDING
<b>25/00271/FUL</b>	Mrs Jack Ralston	ERECTION OF A SINGLE STOREY SIDE EXTENSION TOGETHER WITH THE DEMOLITION OF EXISTING DETACHED GARAGE
<b>25/00170/FUL</b>	Mrs Sarah McVey	ERECTION OF SINGLE STOREY REAR EXTENSION (DEMOLITION OF CONSERVATORY)
<b>25/00165/FUL</b>	Mr Paul Hilton	ERECTION OF TWO STOREY SIDE EXTENSION AND SINGLE STOREY PORCH EXTENSION
<b>25/00292/FUL</b>	Triangle Cafe	ERECTION OF A SINGLE STOREY SIDE EXTENSION TO EXISTING CAFE.
<b>25/00332/AGR</b>	Yew Tree Farm LTD	PRIOR APPROVAL FOR THE ERECTION OF AN AGRICULTURAL BUILDING
<b>25/00375/CLD</b>	Craig Knowles	CERTIFICATE OF LAWFUL DEVELOPMENT FOR PROPOSED SINGLE STOREY SIDE EXTENSION, LOFT CONVERSION AND REAR DORMER EXTENSION
<b>25/00383/FUL</b>	Kerrie Chapman	ERECTION OF A SINGLE STOREY REAR EXTENSION (DEMOLITION OF EXISTING CONSERVATORY)

**RESOLVED:-**

that the planning applications be noted.

- b) Application numbers **25/00167/LBC** and **25/00170/FUL** are not within the Halewood boundaries, and will be removed.
- c.) **25/00292/FUL** has already begun work.
- d.) **25/00178/CLD** has been rejected previously.
- e.) **25/00375/CLD** needs to enquire on meaning of this application.

**Note:-** Cllrs AF and JH rejoined to the meeting.

**NOT FOR PUBLICATION**

**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*

**31 ISSUES REFERRED TO THE TOWN COUNCIL BY THE HR COMMITTEE**

The meeting closed at 8:05 pm.

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