

## HALEWOOD TOWN COUNCIL

At a meeting of the Town Council held on Thursday 13<sup>th</sup> May 2010, at the Arncliffe Centre, the following members were

### PRESENT COUNCILLORS

Cllr. Mrs. S Smith (Chairman)

Mrs. D Birch	T Powell
H Birch	Mrs. S Moretta
T Fearn	Mrs. S J Smithson
N Hogg	D Smithson
Ms. C Harris	R Swann

Mrs. S Powell

### **Also in attendance:**

J Green, Town Manager  
L Joyner, Senior Administrator  
S Edwardson, Administrator  
Members of the Public – 13

### **APOLOGIES**

None received.

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

The following declarations of interest were received:-

Cllr. N Hogg	Agenda item 12(a) - Planning Applications
Cllr. T Fearn	Agenda item 12(a) - Planning Applications

### **10. PUBLIC FORUM**

None received.

### **11. MINUTES**

**RESOLVED:** that the minutes of the meeting held on 15<sup>th</sup> April 2010, and the Special Town Council meeting held on 15<sup>th</sup> April 2010 be approved as a correct record, and signed by the Chairman.

### **12. TOWN MANAGER'S INFORMATION UPDATE**

The Town Manager gave an update on the following items.

1. Halewood Angling Club
2. Halewood Women's Institute

**RESOLVED:** that the report be noted. (A copy of the report is filed with the minutes)

### **13. EXTERNAL AUDIT RETURN 2009-2010**

The Council considered the report of the Town Manager and documentation received as part of the pre-audit. It was noted that the return must be submitted by 30<sup>th</sup> July 2010, and requires further approval by the Town Council by 30<sup>th</sup> June 2010. (A copy of the report is filed with the minutes).

**RESOLVED:** (i) that the original copy of the return "Section 1 – The Statement of Accounts"

be signed by the Chairman of the Town Council.

(ii) that the answers given to the eight questions on the original copy of the return “Section 2 – Statement of Assurance” be approved and signed by the Chairman.

(iii) that details of the key dates for the External Audit be noted

#### **14. INTERNAL AUDITOR’S REPORT 2009-2010**

The report of the Internal Auditor, Mr. K Johnson, was considered.

RESOLVED: (i) that the report of the Internal Auditor on the financial work undertaken in 2009-2010, be noted. (A copy of the report is filed with the minutes).

(ii) that the issues raised by the Internal Auditor for 2009-2010, the subsequent actions taken and items referring further action, be noted.

(iii) that the review of the Internal Auditor’s work in 2009-2010 be included in 2009-2010 Annual Return to the External Auditor.

#### **15. REQUESTS FOR CONCESSIONARY OR FREE USE, OR GRANTS – MAY 2010**

(a) Halewood Town Athletic FC

A request for concessionary use of the Arncliffe Centre on Saturday 22nd May 2010 for a fundraising event was considered.

RESOLVED: that free hire of the Arncliffe Centre, on 22<sup>nd</sup> May 2010, be approved.

(b) St. Nicholas Church Building Fund

A request for concessionary use of Hollies Hall on Saturday 25<sup>th</sup> September 2010, for a fundraising event was considered.

RESOLVED: that free hire of Hollies Hall, on 25<sup>th</sup> September 2010, be approved.

(c) Halewood Town FC – Shirt Sponsorship 2010-2011

A request for the continued shirt sponsorship, at a cost of £700 plus vat, was considered.

RESOLVED: (i) that the report be noted. (a copy of the report is filed with the minutes)

(ii) that the Town Council agree to continued shirt sponsorship for 2010-11, at a cost of £700 plus VAT, to be allocated from the advertising budget.

(d) “Help for Heroes” Charity Football Match

A letter was received from Julie-Anne Hornby, the sister of the late Cpl. Simon Hornby, who was killed in action in Afghanistan last December. Permission to organise a Charity football match in aid of “Help the Heroes” fund, using Hollies facilities, on Saturday 5<sup>th</sup> June 2010, was requested.

RESOLVED: (i) that use of the Hollies pitch and facilities be approved, free of charge, for this event.

(ii) that, the Town Manager liaise with the family, to discuss making this into an annual event, and that approval be granted to provide a trophy for such an event..

#### **16. COMMENTS, COMPLAINTS & COMPLIMENTS DOCUMENT**

The Town Manager presented a draft “Comments, Complaints & Compliments” document, for the consideration of the Council.

**RESOLVED:-** (i) that the report be noted. (A copy of the report is filed with the minutes)

(ii) that the document be adopted as the standard “Comments, Complaints and Compliments” document for the Town Council.

(iii) that copies of the document be circulated to all Town Council sites, and downloadable from the Town Council website.

(iv) that the Town Manager review the above procedure to ensure that members of staff of the Town Council are not deterred from submitting verbal submissions under this policy.

### **17. SCHEDULE OF PAYMENTS**

**RESOLVED:** that the schedule of payments amounting to £34,920.71 (including pre-payments), be approved.

### **18. REPORTS FROM CONFERENCE/REPRESENTATIVE BODIES**

None received.

### **19. CORRESPONDENCE**

**Note:** Cllr. T Fearn and Cllr. N. Hogg having declared an interest, left the meeting during the following item.

#### **(a) KMBC -Planning Applications**

**RESOLVED:-** (i) that the planning applications for the period week ending 26<sup>th</sup> April 2010, be noted.

(ii) that the following observations of the Town Council be made to Knowsley M.B.C. in respect of application 10/00127/FUL and placed on record for future applications of this nature

‘that Halewood Town Council does not support applications to convert agricultural buildings into dwellings in greenbelt areas, or, to the development of new agricultural buildings’

#### **(b) KMBC – Joint Meeting of Borough Council and Parish/Town Councils**

A letter was received from KMBC regarding the Joint Meeting of the Borough Council and Parish/Town Councils which was due to be held on 15<sup>th</sup> March 2010.

**RESOLVED:-** that the correspondence be noted.

Meeting closed at 7.30 p.m.

Signed .....

Date .....