

HALEWOOD TOWN COUNCIL

At a meeting of the Town Council held on Thursday 21st January 2010, at the Halewood Centre, the following members were

PRESENT COUNCILLORS

Cllr. Mrs. S Moretta (Chairman)

Mrs. D Birch

H. Birch

T. Fearn

N. Hogg

Ms. C Harris

T. Powell

Mrs. S Smith

Mrs. S J Smithson

D. Smithson

R Swann

Mrs. S Powell

Also in attendance:

J Green, Town Manager

L Joyner – Senior Administrator

Members of the Public – 2

APOLOGIES

None received

102. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

The following declarations of interest were received:-

Cllr. Mrs. D Birch	Agenda item 15(a) - Planning Applications
Cllr. H Birch	Agenda item 15(a) - Planning Applications
Cllr. T Fearn	Agenda item 15(a) - Planning Applications
Cllr. N Hogg	Agenda item 15(a) - Planning Applications

103. PUBLIC FORUM

Mr. Tony Lucock addressed the Council. He requested that the Town Council consider adding the name of Corporal S Hornby, as a mark of respect, to the Halewood War Memorial in St. Nicholas Church. Corporal Hornby was recently killed in the conflict in Afghanistan, and was a resident of Halewood.

Mr. Lucock indicated that he had spoken to Mr. Hornby's family and also St. Nicholas Church about this and he has also received an estimate from a Stonemason. It was also reported that research was currently being undertaken to establish if any other Halewood residents had been killed in previous conflicts.

It was agreed that standing orders be suspended to enable discussion of this item.

Members welcomed this request. It was agreed the item placed on the agenda of the next Town Council meeting in February for consideration, when further details regarding cost, and research information, may be available.

Mr. Lucock and Mr. Sinclair were thanked for their attendance at the meeting.

Standing orders were reinstated.

104. MINUTES

RESOLVED: that the minutes of the meeting held on 17th December 2009 be approved as a correct record, and signed by the Chairman.

105. TOWN MANAGER'S INFORMATION UPDATE

The Town Manager gave an update on the following items.

1. Thank you to staff during inclement weather.
2. Fencing – Doorstep Green
3. Public Forum Item raised by A. Lucock – Proposed Market (Min. 93 TC Mtg. 19.12.09.)
4. Eli Lilly UK – Land Doorstep Green
5. Copy of email regarding Market proposals from last Council meeting.

The Council placed on record their thanks to the staff involved for making the Centres safe to be opened for functions during the recent bad weather.

106. PROBABLE'S AND 2010-2011 ESTIMATES

The Town Manager presented the revised estimates for 2009/2010 and the proposed budget for 2010/11. (A copy of the report is filed with the minutes).

It was proposed by Cllr. D Smithson and seconded by Cllr. N Hogg, and

RESOLVED:- (i) that the revised estimates for 2009/2010 and estimated Town Fund Balance at 31 March 2010, be noted.

(ii) that the base estimates and further expenditure options for 2010/2011 be approved.

(iii) that an increase of 1% on the standstill precept be agreed, bringing in £317,141 and that £3,417 be transferred from the current Economic Well Being Reserve, in order to meet some of the £18,000 new reserves identified, leaving £14,583 to be met from the 2010/11 Precept.

107. RISK ASSESSMENT 2010

The annual Risk Assessment update was presented. (A copy of the report is filed with the minutes).

RESOLVED: (i) that the report be noted.

(ii) that standing order no. 4 (contracts) be waived, thus allowing AON Risk Services Limited to continue to obtain quotations for cost effective insurance cover.

(iii) that the undertaking of a risk assessment of the Town Council, with a view to identifying potential areas of risk, and remedies to resolve them, be noted.

(iv) that the "Risk Management Strategy" (Appendix 1 of the report) be adopted, as evidence Of the Town Council identifying and managing risk.

(v) that approval be granted to continue with the annual agreement with Rawlings Consultancy

Services, to act as Health & Safety Advisor to the Town Council for 2010, for an annual fee of £365.

108. EFFECTIVENESS OF THE INTERNAL AUDIT REVIEW 2009-2010

The Town Manager reported that in accordance with new Account and Audit regulations the annual review of the internal audit function has now been undertaken by the Town Manager and both Group Leaders.

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

(ii) that the comments of the working group who have undertaken the Review of the Effectiveness of the Internal Auditor, be noted, and passed to the Internal Auditor.

(iii) that the attached document be submitted to the External Auditor as part of the Audit Return for 2009-2010.

(iv) that the key months for the reports involving the Internal Auditor for future financial years, be noted.

109. KNOWSLEY LOCAL DEVELOPMENT FRAMEWORK

Following the presentation at the Town Council meeting on 17th December 2009 by Mr. Jonathan Clark, Knowsley M.B.C., the Council was asked if they wished to consider sending a response to the Local Development Framework, as part of the consultation.

Cllr. Smithson spoke about the proposals contained in the consultation document, regarding the identifying of land for housing developments in future years.

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

(b) that the following response regarding the Local Development Framework, be submitted to Knowsley Metropolitan Borough Council,

“That the Town Council could not equivocally support option (c) regarding utilising ‘Greenbelt’ land until work is completed by the Borough Council to actually identify what land sites within Halewood would be considered for housing development on such land. Only then could a more valued judgement by the Town Council then take place. In addition, it is also felt there is a need to compile a similar listing of ‘Greenfield’ and ‘Brownfield’ sites, within the urban extent of Halewood, so that a clearer overall picture could be established and then considered by the Town Council. There could then possibly be a consideration towards a ‘mix’ to provide the land requirements. The Town Council would then welcome an early opportunity to review these lists and therefore make a more valued judgement on its opinion”.

110. 2010 PANTOMIMES IN THE TOWNSHIP

The Council considered the report of the Town Manager. (A copy of the report is filed with the minutes). This recommended the same arrangements, as in previous years, to hold four pantomimes in the township in December 2010.

Cllr. T Powell suggested that, following the success of the RLPO concert held at the Halewood Centre for Learning, the Council should consider holding two Pantomimes (matinee and evening), for the whole of the township using the facilities of that Centre.

A discussion took place on Cllr. Powell's proposal. Cllr. Harris indicated that Hurricane Productions used a small group of actors, and this performance may not lend itself to a larger venue. Also some residents have a parochial view when attending these type of events, in that they like to stay in their own area.

RESOLVED: (a) that this item be referred to the next meeting of the Town Council.

(b) that the Town Manager prepare a feasibility report, to hold two Pantomimes on the same day (matinee and evening) in Halewood Centre for Learning. Also looking at alternative arrangements for a pantomime performance from another group, ie. from the college or local drama group.

(c) that the Town Manager contact Hurricane Productions with a view to reserving the dates previously suggested, whilst this item is further considered, by the Council.

111. PROPOSED HIRE CHARGES & TARIFFS 2010-2011

A price review of the Council's hire charges, tariffs, and existing concessionary use, was considered. It was noted that the last price increase was effective from 1st April 2007.

Cllr. T Powell asked questions about the Council's policy for applying damage bonds to bookings.

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

(b) that the proposed tariff charges for private hire be agreed, and take effect from bookings made from 1st April 2010.

(c) that the new charges for the user groups, including concessionary users, at both Centres, be agreed with effect from 1st April 2010.

(d) that the Town Manager investigate the proposal of applying a £100 damage bond to all bookings of both Centres, including regular hire as well as function hire, and showing comparisons with other local venues.

112. AMENDMENT TO TOWN COUNCIL GRIEVANCE PROCEDURE

The report of the Town Manager was considered.

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

(b) that the expanded narrative as replacement of the current Grievance Procedure, contained with the Town Council's Standing Orders and Financial Regulations document, be approved.

(c) that the expended replacement become effective immediately.

(d) that all staff be provided with the amended and updated version of the procedure.

(e) that the amendment of the typographical error found in 6.1 be agreed.

(f) that a new paragraph be inserted under the headings "2 General Principles" and "8. Appeals Procedure" to read "Wherever possible, any appeal panel will be constituted to include at least one person senior, (or equal to), in authority to the original person who took the original disciplinary action".

113. SCHEDULE OF PAYMENTS

RESOLVED: that the schedule of accounts amounting to £14,257.03, including pre-payments be approved for payment. (Note: cheque No. 008883 to Hurricane Productions deleted from schedule in light of Minute no.110)

114. REPORTS FROM CONFERENCE/REPRESENTATIVE BODIES

No reports received.

115. CORRESPONDENCE

Note: Cllr. Mrs. D Birch, Cllr. H Birch, Cllr. T Fearn and Cllr. N. Hogg having declared an interest, left the meeting during the following items.

(a) KMBC -Planning Applications Registered

RESOLVED:- (a) that the planning applications for the period week ending 18th January 2010, be noted.

(b) that the following observations be submitted to the Planning Authority:-

Planning Application No: 09/00614/FUL-Land at the rear of 60-70 Honey Hall Road.

That the Planning Authority be asked to ensure that they seek the views of Merseyside Police regarding this application, given that this area has been prone to anti-social behaviour in the past. Also that access to this area is limited.

(b) St. Marks SVP – Hamper Appeal

A letter was received from the above, thanking the Town Council for their donation towards the Christmas Hamper Appeal.

RESOLVED: that the letter be noted.

(c) Women's Institute – 90th Anniversary.

A letter was received from the above regarding the planting of spring bulbs or a tree to mark the 90th Anniversary of the Women's Institute and asking the Town Council for their help.

RESOLVED: that further information be requested from the Women's Institute along with a Community Chest application form, as it is unclear as to the actual type of support being requested, in their letter.

116. EXEMPT ITEM

RESOLVED: that under section 100A (4) of the Local Government Act 1972, the public be excluded from the meeting for the following item 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.

117. TOWN COUNCIL MEETING STRUCTURE – RESULTS OF REVIEW

The Town Manager presented a report that contained details of the savings made during the trial period of the new meeting structure.

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

(b) that the results contained in Appendix A of the report, which show a significant saving to the

Town Council as a result of the new meeting structure, be noted.

(c) that as the trial period has appeared to be successful, the new meeting structure be continued.

(d) that the monitoring of the costs up to the end of the municipal year continue, and a report be made to Council, with the final savings.

Meeting closed at 9.05 p.m.

Signed

Date