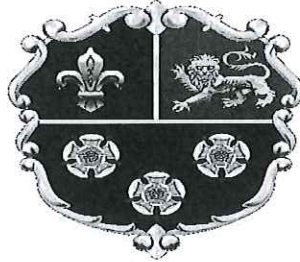


PRESCOT TOWN COUNCIL



Prescot Town Hall, 1 Warrington Road, Prescot, Merseyside. L34 5QX

Telephone: 0151-426-3933

email: enquiries@prescot-tc.gov.uk

Dated this 18th Day of September 2020

To the Mayor and Members of Prescot Town Council

YOU ARE HEREBY SUMMONED TO ATTEND
a meeting of
Prescot Town Council
to be held on Thursday 24th September 2020 at 6.00 p.m

Via ZOOM using the link below

<https://us02web.zoom.us/j/84112483308>

A handwritten signature in black ink, consisting of a stylized 'D' and 'W' followed by a horizontal line.

Daniel Wilson
TOWN CLERK

AGENDA

1. **TO RECEIVE APOLOGIES** Verbal

2. **PUBLIC OPEN FORUM** Verbal
To provide members of the public with the opportunity to ask questions of the Council.

3. **DECLARATIONS OF INTEREST** Verbal
In accordance with Standing Order 5.k.iii, members are invited to indicate any interests they may have in relation to items on the agenda for the meeting.

4. **MINUTES OF THE PREVIOUS COUNCIL MEETING** Pages (5-9)
To **APPROVE AND SIGN** the Minutes of the Meeting of the Town Council held on Thursday 30th July 2020 as a true and accurate record of the business transacted.

5. **MINUTES OF THE COUNCIL COMMITTEE MEETINGS** Page (10)
To **NOTE** the minutes of the following Committee meetings:
NONE HELD

6. **ANNOUNCEMENTS FROM THE LEADER** Verbal
To receive announcements from the Leader of the Council.
FOR INFORMATION AND TO RECEIVE QUESTIONS FROM MEMBERS

7. **ANNOUNCEMENTS FROM THE TOWN CLERK** Verbal
To receive announcements from the Town Clerk.
FOR INFORMATION AND TO RECEIVE QUESTIONS FROM MEMBERS

8. **REPORTS AND PRESENTATIONS FROM REPRESENTATIVES AT CONFERENCES OR OUTSIDE BODIES** Verbal
To receive reports and presentations from representatives at conferences or outside bodies.

9. **MAYORAL ENGAGEMENTS** Page (11)
 To receive the schedule of forth coming Mayoral engagements.
- FOR INFORMATION ONLY**
10. **PLANNING APPLICATIONS** Pages (12-16)
 Members are asked to **CONSIDER** any planning applications received and **AGREE** to make comment on those they feel require a response.
11. **PLANNING DECISIONS** Page (17)
 Members are asked to **NOTE** any planning decisions received.
12. **FUNDING APPLICATIONS** Pages (18-26)
 To **CONSIDER** and **APPROVE, DEFER** or **REJECT** any funding applications from:
- Prescott Hockey Club
 - Prescott Cables
13. **MOTION FROM COUNCILLOR J BURKE** Pages (27-28)
 Members are asked to **CONSIDER** the Motion and **VOTE** upon it.
14. **UNIFORM RECYCLING PROJECT FEEDBACK REPORT** Pages (29-32)
 Members are asked to **CONSIDER** the report and **AGREE** the recommendations contained within.
15. **COMMUNITY CLEAN UP EVENT FEEDBACK REPORT** Pages (33-37)
 Members are asked to **CONSIDER** the report and **AGREE** the recommendations contained within.
16. **FOOD BANK FEEDBACK REPORT** Pages (38-41)
 Members are asked to **CONSIDER** the report and **AGREE** the recommendations contained within.

17. ANNUAL REPORT

Pages (42-76)

Members are asked to CONSIDER the report and AGREE the recommendations contained within.

18. GREENSPACE UPDATE

Pages (77-84)

Members are asked to CONSIDER the report and AGREE the recommendations contained within.

PRESCOT TOWN COUNCIL

TOWN COUNCIL MEETING

24th SEPTEMBER 2020

REPORT TITLE:

Minutes of Previous Town Council Meeting

BACKGROUND TO THE REPORT:

As members are aware the minutes of all Town Council Meetings are required to be agreed as a true and accurate record of the business transacted at the meeting.

PURPOSE OF REPORT:

To **APPROVE** and **SIGN** the minutes of the Meeting of the Town Council held on 30th July 2020

REPORTS PREPARED BY:

Daniel Wilson – Town Clerk

PRESCOT TOWN COUNCIL

A meeting of the **COUNCIL** for the **TOWN OF PRESCOT** was held on **THURSDAY, 30th JULY 2020** via **ZOOM**, commencing at **6.00 P.M.**

ELECTED MEMBERS PRESENT

Councillors M. Burke, T. Large, I. Smith, T. Smith, F. Wynn, J. Burke, P. Cook,
T. Murray, K. Taylor, C. Krelle and G. Wickens.

TOWN COUNCIL OFFICERS PRESENT

D. Wilson (Town Clerk)
L. Johnson (Administration Officer)

OTHERS IN ATTENDANCE

32. TO RECEIVE APOLOGIES

Apologies were received from Cllr L. Rigby

33. DECLARATIONS OF INTEREST

There were no declarations of interest received

34. MINUTES OF THE PREVIOUS COUNCIL MEETING

It was **UNANIMOUSLY RESOLVED** that the minutes of the previous council meeting held on 25th June 2020 be **APPROVED AND SIGNED** as a true and accurate record of the business transacted.

35. MINUTES OF COUNCIL COMMITTEES

It was **UNANIMOUSLY RESOLVED** to **NOTE** the minutes of the following committees: -

- Finance General Purpose and Human Resources Committee 14th May 2020
- Finance General Purpose and Human Resources Committee 16th July 2020 - Draft

36. **ANNOUNCEMENTS FROM THE LEADER**

The Leader spoke about the Holiday activities sessions that have been going ahead in the Town Hall and the same scheme that is being held at Bryer Road community centre which has been running successfully.

School Uniform Recycling would soon be underway in accordance with COVID guidance on best practice from central government.

37. **ANNOUNCEMENTS FROM THE TOWN CLERK**

Holiday Activities

Friends of Eaton Street Park have been holding their holiday activity sessions at the Town Hall for the past couple of weeks as the building supports a one-way system to preserve effective social distancing.

However, numbers at the Town Hall have been lower than usual so the Friends will now move back to Eaton Street Park where they will replicate the social distancing approach and hopefully support more families.

However the reduction in numbers may also be attributable to the success of the same scheme being run at Bryer Road community centre also provided by the Friends of Eaton Street Park.

Food Bank

As members are aware the Town Council have been operating a food bank facility at the Town Hall since the end of March. This service was only ever introduced as a temporary measure to help alleviate the pressures faced through COVID 19, whilst the Town Hall was not in use for its usual purposes.

However as social distancing restrictions have been lifted we have started to see the decline in demand for the service and this coupled with the opening of the Town Hall to its usual business and many of the volunteers returning back work means we will have to start withdrawing the service, indeed volunteers to deliver to the Whiston area that has also been covered under our scheme have already dropped to two days a week.

We will carry on for as long as we can but will the end of this temporary service is now sight. Any remaining food stocks will be given back to the food bank and other local organisations who have enable our scheme.

Black Lives Matter

Members will be aware of an email from Cllr Graham Morgan inviting PTC to work with KMBC on this matter. I have responded on members behalf and requested some

additional information regarding numbers etc that I will bring to the next town council meeting once I have received a response.

38. **REPORTS AND PRESENTATIONS FROM REPRESENTATIVES AT CONFERENCES OR OUTSIDE BODIES**

There were no reports or presentations to receive.

39. **MAYORAL ENGAGEMENTS**

It was **UNANIMOUSLY RESOLVED** to **NOTE** the Mayoral Engagements provided

40. **PLANNING APPLICATIONS**

There were no Planning Applications

41. **PLANNING DECISIONS**

There were no planning decisions for noting.

42. **FUNDING APPLICATIONS**

It was **UNANIMOUSLY RESOLVED** to **APPROVE** the sum of £500 for the funding application from 1st Whiston Scouts – encumbering Prescott, Name change pending

43. **INTERREGNUM COMMITTEE**

It was **UNANIMOUSLY RESOLVED** to **APPROVE** the nominations from the following members to attend an interregnum committee if required

- Cllr Tracey Murray
- Cllr Graham Wickens
- Cllr Thomas Large
- Cllr Mark Burke
- Cllr Ian Smith
- Cllr Francis Wynn

44. **MOTION FROM COUNCILLOR K TAYLOR**

It was **UNANIMOUSLY RESOLVED** to **APPROVE** the recommendations under 4.1 being:

In accordance with the powers granted under section 137 of the Local Government Act 1972 members are asked to

- Consider the report and approve the motion put forward by Cllr K Taylor to carry out and fund a community clean-up day in the south ward.

The meeting closed at 6.50 p.m.

Dated: 24th September 2020

**Signed:.....
Cllr Mark Burke (Mayor of Prescott)**

PRESCOT TOWN COUNCIL

TOWN COUNCIL MEETING

24th SEPTEMBER 2020

REPORT TITLE:

Minutes of Committees

BACKGROUND TO THE REPORT:

In order to ensure all members are keep up to date with the decisions reached by committees a copy of the minutes for each council committee meeting is provided.

PURPOSE OF REPORT:

To **NOTE** the minutes of the committee meetings provided.

REPORTS PREPARED BY:

Daniel Wilson – Town Clerk

PRESCOT TOWN COUNCIL

TOWN COUNCIL MEETING

24th SEPTEMBER 2020

REPORT TITLE

Mayoral Engagements

BACKGROUND TO THE REPORT

Details of Mayoral Engagements are attached.

PURPOSE OF REPORT

This report is submitted **FOR INFORMATION ONLY**

REPORT PREPARED BY

Louise Sephton - Deputy Town Clerk

PRESCOT TOWN COUNCIL

TOWN COUNCIL MEETING

24th SEPTEMBER 2020

REPORT TITLE:

Planning Applications

BACKGROUND TO THE REPORT:

The Town Council are a primary consultee for all planning applications within the Town of Prescott. As such the local planning authority Knowsley Metropolitan Borough Council provides weekly updates on all applications received relating to the Town.

PURPOSE OF ITEM:

To provide Members with details of the most recent applications forwarded by KMBC. Members are required to **CONSIDER** each application and **AGREE** to make comment if they feel so inclined. On occasion these will be supplemented on the day of the meeting by additional information received after the release of the summons but before the meeting.

REPORT PREPARED BY:

Liam Johnson – Administration Officer

KNOWSLEY METROPOLITAN BOUROUGH COUNCIL – WARD MEMBERS LIST PLANNING APPLICATIONS – WEEKLY VALID LIST WEEK ENDING 23.07.2020

PRESCOT

APP.NO: 20/00386/FUL **CASE OFFICER: To be allocated**
APPLICANT: Dr Uzsama Zein
APP. TYPE: Full Application
LOCATION: Prescott House Dental Surgery 3 High Street Prescott
PROPOSAL: CONSTRUCTION OF NEW VEHICULAR ACCESS TO FORM 1 NO. PARKING SPACE AND CYCLE STORE TOGETHER WITH THE ERECTION OF A RETAINING WALL (WORKS TO INCLUDE DEMOLITION OF BRICK PEIER, STEPS AND THE REDUCTION OF SITE LEVEL AND EXISTING WALL)
WARD: Prescott North

View Here –

<https://planapp.knowsley.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=QDD27SI>
XOMW00

APP.NO: 20/00387/LBC **CASE OFFICER: To be allocated**
APPLICANT: Dr Uzsama Zein
APP. TYPE: Listed Building Consent
LOCATION: Prescott House Dental Surgery 3 High Street Prescott
PROPOSAL: CONSTRUCTION OF NEW VEHICULAR ACCESS TO FORM 1 NO. PARKING SPACE AND CYCLE STORE TOGETHER WITH THE ERECTION OF A RETAINING WALL (WORKS TO INCLUDE DEMOLITION OF BRICK PEIER, STEPS AND THE REDUCTION OF SITE LEVEL AND EXISTING WALL)
WARD: Prescott North

View Here –

<https://planapp.knowsley.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=QDD2C1>
IXOMW00

KNOWSLEY METROPOLITAN BOUROUGH COUNCIL – WARD MEMBERS LIST PLANNING APPLICATIONS – WEEKLY VALID LIST WEEK ENDING 30.07.2020

PRESCOT

APP.NO: 20/00370/FUL **CASE OFFICER: Lee Osborne**
APPLICANT: Mr Martin Heron
APP. TYPE: Full Application
LOCATION: Prescott Station Bridge Road Prescott
PROPOSAL: INSTALLATION OF 1.NO SCULPTURAL ARTWORK TO WALL ADJACENT TO BRIDGE ROAD
WARD: Prescott North

View Here –

<https://planapp.knowsley.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=QD1WC>
OIXMX600

APP.NO: 20/00331/FUL **CASE OFFICER: Mark Quinn**
APPLICANT: McFay Developments Ltd
APP. TYPE: Full Application
LOCATION: 32-36 High Street (Site of Former Royal Bank of Scotland) Prescot
PROPOSAL: CONVERSION OF FORMER BANK TO FORM 9 NO. APARTMENTS TOGETHER WITH A
TWO STOREY REAR EXTENSION AND EXTERNAL BIN STORE (RETENTION OF 1 NO.
RETAIL UNIT)
WARD: Prescot North

View Here –

<https://planapp.knowsley.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=QC0C5CIXOMW00>

APP.NO: 20/00380/OUT **CASE OFFICER: Chloe Roberts**
APPLICANT: Flow Construction Ltd
APP. TYPE: Outline Application
LOCATION: Land Adjacent to 15 Houghton Street Prescot
PROPOSAL: OUTLINE APPLICATION FOR THE ERECTION OF 4 NO. WORKSHOP UNITS (USE CLASS
A1, B1 AND B8) – APPROVAL SOUGHT FOR ACCESS, APPEARANCE, LAYOUT AND
SCALE (LANDSCAPING RESERVED FOR FUTURE APPROVAL)
WARD: Prescot North

View Here –

<https://planapp.knowsley.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=QD7J52IXMZM00>

APP.NO: 20/00390/FUL **CASE OFFICER: Andrew Hunt**
APPLICANT: Mr Arumugam Kalamohan
APP. TYPE: Full Application
LOCATION: Stanley News 52 Eccleston Street Prescot
PROPOSAL: EXTERNAL ALTERATIONS TO BUILDING ELEVATIONS TO CREATE NEW SHOP FRONT
(RETROSPECTIVE)
WARD: Prescot North

View Here –

<https://planapp.knowsley.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=QDF0MJIXN1R00>

APP.NO: 20/00423/FUL **CASE OFFICER: Chloe Roberts**
APPLICANT: Michelle McLaughlin
APP. TYPE: Full Application
LOCATION: 71 Sinclair Avenue Prescot
PROPOSAL: ERECTION OF A TWO STOREY SIDE EXTENSION
WARD: Prescot North

View Here –

<https://planapp.knowsley.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=QE4YRCIXOMW00>

KNOWSLEY METROPOLITAN BOUROUGH COUNCIL – WARD MEMBERS LIST PLANNING APPLICATIONS – WEEKLY VALID LIST WEEK ENDING 06.08.2020

PRESCOT

APP.NO: 20/00363/FUL **CASE OFFICER: Mark Quinn**
APPLICANT: Steven Abbott Associates LLP
APP. TYPE: Full Application
LOCATION: Land East of The Roundabout of Prescott Park Way, Carr Lane and Cables Way
Prescot
PROPOSAL: ERECTION OF 30 NO. DWELLINGS TOGETHER WITH ACCESS AND ASSOCIATED
WORKS
WARD: **Prescot North**

View Here –

<https://planapp.knowsley.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=QCWF5VIXK5500>

KNOWSLEY METROPOLITAN BOUROUGH COUNCIL – WARD MEMBERS LIST PLANNING APPLICATIONS – WEEKLY VALID LIST WEEK ENDING 13.08.2020

PRESCOT

APP.NO: 20/00411/FUL **CASE OFFICER: Kevin Foster**
APPLICANT: Shakespeare North Playhouse Trust
APP. TYPE: Full Application
LOCATION: Shakespeare North Playhouse Prospero Place Prescot
PROPOSAL: VARIATION OF CONDITION NO. 1, NO.6 AND NO.7 FOLLOWING GRANT OF
PLANNING PERMISSION 19/00111/FUL (VARIATION OF CONDITION NO. 2 ATTACHED
TO PLANNING PERMISSION 17/00577/FUL) TO ALLOW FOR ALTERATIONS TO
BUILDING LAYOUT, EXTERNAL APPEAREANCE, MATERIALS, LANDSCAPING, REMOVAL
OF CYCLE STAND AND TO AMEND TRIGGER POINTS FOR DISCHARGE OF CONDITION
6 AND 7.

WARD: **Prescot North**

View Here –

<https://planapp.knowsley.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=QDWWZ9IXI0000>

KNOWSLEY METROPOLITAN BOUROUGH COUNCIL – WARD MEMBERS LIST PLANNING APPLICATIONS – WEEKLY VALID LIST WEEK ENDING 20.08.2020

PRESCOT

APP.NO: 20/00443/FUL **CASE OFFICER: Mark Quinn**
APPLICANT: G&W Stamper Ltd
APP. TYPE: Full Application
LOCATION: 21 Market Place Prescot
PROPOSAL: CHANGE OF USE OF GROUND FLOOR FROM USE CLASS A3 (RESTAURANT/CAFÉ) TO A MIXED USE FALLING WITHIN USE CLASSES A1 (SHOPS), A3 (RESTAURANT/CAFÉ) AND A4 (DRINKING ESTABLISHMENTS). EXTERNAL ALTERATIONS COMPRISING SIDE ACCESS GATES, PROPOSED ORIEL WINDOW, PROPOSED YORKSHIRE SASH WINDOW, INCREASE IN HEIGHT OF TWO CHIMNEY STACKS AND ASSOCIATED WORKS.
WARD: Prescot North

View Here –

<https://planapp.knowsley.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=QEJOHRIXFLN00>

KNOWSLEY METROPOLITAN BOUROUGH COUNCIL – WARD MEMBERS LIST PLANNING APPLICATIONS – WEEKLY VALID LIST WEEK ENDING 10.09.2020

PRESCOT

APP.NO: 20/00476/FUL **CASE OFFICER: Alex Reah**
APPLICANT: Mr & Mrs James King
APP. TYPE: Full Application
LOCATION: 6 Rod Mill Grove Prescot L34 1AB
PROPOSAL: ERECTION OF SINGLE STOREY REAR EXTENSION
WARD: Prescot North

View Here –

<https://planapp.knowsley.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=QFBGGPIXGIN00>

PRESCOT TOWN COUNCIL

TOWN COUNCIL MEETING

24th SEPTEMBER 2020

REPORT TITLE:

Planning Decisions

BACKGROUND TO THE REPORT:

The Town Council are a primary consultee for all planning applications within the Town of Prescott. As such the local planning authority Knowsley Metropolitan Borough Council provides weekly updates on all decisions made in relation to applications received relating to the Town.

PURPOSE OF ITEM:

To provide Members with details of the most recent decisions forwarded by KMBC. These are for **NOTING** only. On occasion these will be supplemented on the day of the meeting by additional information received after the release of the summons but before the meeting.

REPORT PREPARED BY:

Liam Johnson – Administration Officer

PRESCOT TOWN COUNCIL

TOWN COUNCIL MEETING

24th SEPTEMBER 2020

REPORT TITLE:

Community Fund Bids

BACKGROUND TO THE REPORT:

Funding applications have been received from:

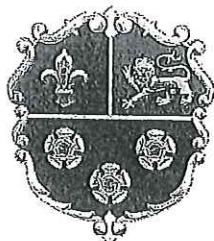
- Prescott Hockey Club
- Prescott Cables

PURPOSE OF REPORT:

To **CONSIDER** and **APPROVE, DEFER** or **REJECT** the funding applications.

REPORT PREPARED BY:

Daniel Wilson – Town Clerk



PRESCOT TOWN COUNCIL
COMMUNITY FUND APPLICATION FORM

Small Grant Funding of up to £500 for local community projects

SECTION 1 – Your Organisation	
Organisation Name and Address:	Prescot Hockey Club Sutton Leisure centre, Elton Head Road, St Helens, WA9 5AU
Contact person:	David Johnson
Role in the Organisation:	Executive vice president
Telephone:	07905 794897 or 01744 886009
Email:	djohnsonmedia@blueyonder.co.uk
What year was your group established?	1952
Do you have a constitution?	Yes (copy enclosed)
Are you a registered Charity?	No *
What are the main aims and activities of your Group?	145 members Field hockey of all ages 7 - 72 League hockey across the North and North West Run 14 teams across all ages and abilities.
Which area of Prescot are you based in?	40+ Club Members from Prescot and Whiston.
Bank Details:	Sort Code: Account Number: Account Name: Prescot Hockey Club

SECTION 2 – Your Project	
Project Name:	Club coaching with GB international Michael Hoare
When will this take place?	February 2021 & May 2021

<p>Please give details and costs of the activities and / or equipment that you are applying for:</p>	<p>Great Britain, England and Wimbledon hockey player Michael Hoare is originally from Merseyside and wants to give players from Prescot the chance to be coached by himself and given ambition to play to a higher ability.</p> <p>Costs are £400 for two sessions with Michael at Prescot HC.</p> <p>The club will pay £100 towards online access for our coaches and the pitch hire for the two sessions.</p>	
<p>How will this project make a difference in your community?</p>	<p>The opportunity to be coached by a current Olympian and international player seldom happens and it is an opportunity that would benefit the whole club.</p> <p>The club can build on the success on the last 6 years and encourage new members to join from local Prescot schools using PR and local businesses.</p>	
<p>Who will mainly benefit from your project? (please tick the boxes that apply to your project)</p>	<p>Groups</p> <p>Young People</p> <p>Older People</p> <p>General Community</p> <p>Resident Association</p> <p>Sports or Arts</p> <p>Minority groups (e.g. LGBT, Disabled, BME)</p>	<p></p> <p>Y</p> <p>Y</p> <p>Y</p> <p>-</p> <p>Y</p> <p>Y</p>
<p>How many people will benefit from your project?</p>	<p>145 club members.</p>	
<p>How much funding are you asking for? (Max £500 please include an itemised list of costs to support your request)</p>	<p>£400.00 contribution towards the two coaching sessions</p> <p>Michael Hoare costs £400.00</p> <p>Online coaching access (unlimited) £100.00</p> <p>Pitch hire (six hours) £540.00</p> <p>Total: £1040.00</p>	
<p>Have you secured funding from anyone else?</p>	<p>The club has some reserves for the online coaching (£100) and pitch hire (£540).</p>	
<p>How will your project recognise the support of the Town Council</p>	<p>The Town crest already features on the club shirts. Website links, twitter, Insta and facebook.</p>	
<p>Who will be running the activity?</p>	<p>Unpaid Volunteers</p>	<p>How many 8</p>
	<p>Paid Volunteers</p>	<p>How many 0</p>
	<p>Paid Staff</p>	<p>How many 0</p>

Declaration:

I declare that to the best of my knowledge and belief the information supplied on this application form is correct. This application is in compliance with the guidance notes and I confirm that I have the authority to sign on behalf of the organisation making this application.	Signed: David Johnson
	Position: Executive Vice President
	Date: 15th August 2020

You can return your form:

By Post:	Town Clerk Prescot Town Council Prescot Town Hall 1 Warrington Road Prescot L34 5QX
By Email:	enquiries@prescot-tc.gov.uk

Don't forget!

1. To read the guidance notes which will help you to include the information we need.
2. To make sure that your group and your project meet the criteria.
3. To attach a copy of your constitution and a recent bank account statement – you can send these in separately if you apply online.
4. If the project involves children, young people or vulnerable adults, please enclose a copy of your Child / Vulnerable Adults Protection Policy.



PRESCOT TOWN COUNCIL
COMMUNITY FUND APPLICATION FORM

Small Grant Funding of up to £500 for local community projects

SECTION 1 – Your Organisation	
Organisation Name and Address:	Prescot Cables Football Club, Eaton Street, Prescot L34 6HD
Contact / responsible person:	Mick Flaherty
Role in the Organisation:	Director
Telephone:	07532218807
Email:	mikecflaherty@gmail.com
What year was your group established?	1884
Do you have a constitution?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Are you a registered Charity?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Charity Number:
What are the main aims and activities of your Group?	Playing football in the Northern Premier League North West 1 st Division supported by reserve and youth teams.
Which area of Prescot are you based in?	Eaton Street, Prescot
Bank Details:	Sort Code: -- Account Number: Account Name: Prescot Cables FC

SECTION 2 – Your Project

Project Name:	Ground refurbishments	
When will this take place?	Underway and pending	
Please give details and costs of the activities and / or equipment that you are applying for: You will be required to evidence each item of expenditure if successful	We are currently carrying out extensive renovations to the ground including changing facilities, ladies toilets, work on the stand and clubhouse to ensure Covid safety, cellar repairs and work on the turn styles. We estimate the total to be £7000. Quote for refurbishment to ladies toilets provided, this is a priority for us as we seek to ensure we can attract female supporters and players alike.	
How will this project make a difference in your community?	<p>Prescot Cables is at the heart of the community and carries the name of the town across the north of England as part of the Northern Premier League and has done for many years.</p> <p>The club is supported by an average of 300 to 400 (currently limited to 400, due to Covid 19) spectators at each home match, providing entertainment and excitement for a good cross section of the local community from young children to elderly long term supporters. The club also provides an opportunity for young men to develop their football skills and in some cases to progress into full time professional ranks.</p> <p>The ground is also in demand for charity football events in support of local causes and as a venue for a number of football finals at seasons end.</p> <p>The club house is a venue for various functions such as weddings, christenings, birthdays and funerals at zero cost. The club house also serves as a focus for local community events such as the coffee mornings organised for local residents and disabled groups.</p>	
Who will mainly benefit from your project? (please tick the boxes that apply to your project)	Groups	
	Young People	<input checked="" type="checkbox"/>
	Older People	<input checked="" type="checkbox"/>
	General Community	<input checked="" type="checkbox"/>
	Resident Association	<input checked="" type="checkbox"/>
	Sports or Arts	<input checked="" type="checkbox"/>
Minority groups (e.g. LGBT, Disabled, BME)	<input checked="" type="checkbox"/>	
How many people will benefit from your project?	The spectators as mentioned above, approximately 300 to 400 every other week plus function room customers.	
How much funding are you asking for? (Max £500 please include an itemised list of costs to support your request)	£500	
Have you secured funding	Yes, Knowsley MBC and Sport England	

from anyone else?		
How will your project recognise the support of the Town Council	The changes to the ladies toilets will be labelled as having been funded by Prescott Town Council.	
Who will be running the activity?	<input checked="" type="checkbox"/> Unpaid Volunteers	How many 20
	<input type="checkbox"/> Paid Volunteers	How many
	<input checked="" type="checkbox"/> Paid Staff	How many 9

Declaration:

I declare that to the best of my knowledge and belief the information supplied on this application form is correct. This application is in compliance with the guidance notes and I confirm that I have the authority to sign on behalf of the organisation making this application.	Signed: <i>Mike Flaherty</i>	
	Position: Director	
	Date: 16/09/20	

All successful applications will be required to submit proof of expenditure no later than 3 months after the project completion date. Failure to do so will result in clawback of funding. You agree to this term by submitting the application.

By submitting this form, you agree that we will process your data in line with our privacy notice, which can be accessed via our website www.prescot-tc.gov.uk.

You can return your form:

By Post:	Town Clerk Prescot Town Council Prescot Town Hall 1 Warrington Road Prescot L34 5QX
By Email:	enquiries@prescot-tc.gov.uk

Don't forget!

1. To read the guidance notes which will help you to include the information we need.
2. To make sure that your group and your project meet the criteria.
3. To attach a copy of your constitution and a recent bank account statement – you can send these in separately if you apply online.
4. If the project involves children, young people or vulnerable adults, please enclose a copy of your Child / Vulnerable Adults Protection Policy.

PRESCOT TOWN COUNCIL**TOWN COUNCIL MEETING****24th SEPTEMBER 2020****REPORT TITLE:**

Motion from Cllr J Burke – Citizen and Community Group of the Year Awards

BACKGROUND TO THE REPORT

In accordance with Prescott Town Council's Standing Order 9b on the 7th September 2020 Councillor Joanne Burke did provide the Town Clerk with written notice of a motion she wished to be placed on the next Town Council agenda.

PURPOSE OF THE REPORT

This report provides members with a copy of the motion for discussion and resolution thereon.

REPORT PREPARED BY:

Cllr Joanne Burke

Daniel Wilson – Town Clerk

PRESCOT TOWN COUNCIL

Citizen and Community Group of the Year Awards

1. INTRODUCTION

- 1.1 In accordance with Prescott Town Council's Standing Order 9b on the 7th September 2020 Councillor Joanne Burke did provide the Town Clerk with written notice of a motion she wished to be placed on the next Town Council agenda.

2. MOTION

- 2.1 'I would like to move that the specific details of the Citizen and Community Group of the year awards are left to the discretion of the Committee as convened by the Town Clerk. This will enable them to make decisions regarding the number of awards given and Town Clerk develop a more comprehensive policy for approval at the annual meeting'.

3. RESOURCE IMPLICATIONS

- 3.1 There are no notable resource implications as a result of this motion.

4. RECOMMENDATIONS

- 4.1 In accordance with the powers granted under section 137 of the Local Government Act 1972 members are asked to
 - Consider the motion put forward by Cllr Joanne Burke and agree a resolution there on.

PRESCOT TOWN COUNCIL**TOWN COUNCIL MEETING****24th SEPTEMBER 2020****REPORT TITLE**

Uniform Recycling Project Feedback Report

BACKGROUND TO THE REPORT

Following on from the success of the pilot project in 2019 the Town Council approved the annual running of the Uniform Recycling in future years.

PURPOSE OF THE REPORT

This report provides feedback to the council in relation to the success of this year's project and any further lessons learnt.

REPORT PREPARED BY

Danial Wilson – Town Clerk

Cllr Joanne Burke – Project Lead

PRESCOT TOWN COUNCIL

Uniform Recycling Project

1. INTRODUCTION

- 1.1 Following on from the success of the pilot project in 2019 the Town Council approved the annual running of the Uniform Recycling in future years.
- 1.2 This project is timed to coincide with the school summer holidays.

2. COVID 19

- 2.1 As members are aware the onset of the COVID 19 global pandemic has had an unprecedented effect on the way in which the Town Council has operated particularly during the lockdown period. Following the closure of the building several changes were enacted that to ensure that the Town Council continued to meet the needs of its residents. These changes were both task and operation orientated.
- 2.2 The huge success of the Uniform Recycling Project in 2019 demonstrated the continued need for such a project within the Town. However, lockdown restrictions and precautions prohibited members of the public entering the Town Hall therefore it was not possible to operate the Uniform Recycling Project in the same manner as the previous year.
- 2.3 After some consideration, a methodology that would support the continued operation of the project in accordance with the guidance at the time was developed and implemented.

3 PROJECT FEEDBACK

3.1 Donations

Once again, the supply of donations was overwhelming, and it was truly indicative of the strong community spirit within Prescott. Donations were not limited to school uniforms but also included kit bags, sports kit, shoes and winter coats, in some cases donations of brand-new uniforms were made.

3.2 Processing of donations

To allow the safe collection and storage of uniforms a new 1100 ltr bin was purchased and placed in the bin store at the back of Town Hall. The purchase of the bin allowed donors to visit the Town Hall to make donations safely without having to come into contact with staff or volunteers. This meant that Prescot Town Hall remained the location for donations ensuring continuity within the operation of the project.

All donations were provided in plastic bags, the donations were then collected on Monday having been deposited in the bin no less than 72 hours before collection. This process provided the necessary period for the virus to die ensuring the volunteers who processed the uniforms were not put at risk. As in the previous year nearly all donations were provided prewashed and it is believed that the general awareness and adoption of safe precautions regarding COVID 19 supported this action. The volunteers (elected members and Friends of Eaton Street Park) sorted the items into age, size and school. This was no small undertaking as it has been estimated that 300 volunteer hours were accrued in this process.

To facilitate the processing and subsequent allocation of uniforms the project utilised the Pavilion at Eaton Street Park.

3.3 Allocation of uniforms

Under normal circumstances the allocation of uniforms would have been performed from Prescot Town Hall (being a central and accessible location within the town). However, the largest allocation of uniforms in 2019 was seen at the SNAP sessions held at Eaton Street Park on Wednesdays during the summer holidays and with these sessions now being held on Tuesday's and Thursday's it was a logical step to utilise this avenue as the best method of allocation. There was some remaining clothing that was not utilised, the best of these items have been retained to provide an ongoing service throughout the year acting as emergency relief.

3.4 Achievements of the project

This project has two main aims being the support to families in the provision of school uniforms and a reduction in the amount of clothing sent to land fill. Overall, the project has provided recycled uniforms to over 351 local families, with a total of 2,705 items recycled and rehomed, however the beneficiaries were not limited to Prescot as enquiries were also received and supported from families in Whiston, Huyton and Rainhill.

It is estimated that a whopping 720 KG of clothing or almost three quarters of a tonne have been saved from landfill an increase of 50% on last year.

3.5 **Finance**

The only direct expenditure incurred by the project has been the purchase of the donation bin at a cost of £205.08. The project has also incurred some in-kind costs with the considerable amount of effort has been put in by the volunteers and the usage of Eaton Street Pavilion. Volunteer hours have been calculated at a cost of £2,617.00 using the national minimum wage, whilst use of the Pavilion Building has been costed at £540.00.

4 **CONCLUSIONS**

4.1 The continued success of the project clearly demonstrates that there is both a ready supply and demand for school uniforms in the Town. It certainly seems to suggest that people's motivation to engage with recycling is increasing year on year and therefore fits the objectives of the project. In addition to providing support to residents the project has also saved almost three quarters of a tonne of clothing from going to land fill an increase of 50% on last year.

4.2 There is very little that would need to be changed to replicate the project's success next year as those practices that worked well this year would be employed again.

5 **RECOMMENDATIONS**

5.1 In accordance with the powers granted under section 137 of the Local Government Act 1972 members are asked to

- Recognise the success of the School Uniform Recycling project and approve its continuation in future years.

And

- thank all those involved in a voluntary capacity.

PRESCOT TOWN COUNCIL**TOWN COUNCIL MEETING****24th SEPTEMBER 2020****REPORT TITLE**

Community Clean Up Event Feedback Report

BACKGROUND TO THE REPORT

In July 2020 Cllr K Taylor put forward a motion to carry out a pilot Community Clean Up event in the south ward of the Town. The event was carried out on the 22nd August 2020.

PURPOSE OF THE REPORT

This report provides feedback to the council in relation to the outcome of the event and associated learning.

REPORT PREPARED BY

Danial Wilson – Town Clerk

PRESCOT TOWN COUNCIL

Community Clean Up Project

1. INTRODUCTION

- 1.1 In July 2020 Cllr K Taylor put forward a motion to carry out a pilot Community Clean Up event in the south ward of the Town. The event was carried out on the 22nd August 2020.

2. EVENT FEEDBACK

2.1 Budget

As members are aware the Community Clean Up Event was allocated a budget of £2,000. This budget was to be used to hire a number of 8 tonne builders skips along with a vehicle that could be used for door to door collection of bulky items and any other necessary equipment.

The project incurred the following costs and was delivered under budget.

Item	Cost £
Skips 9 @ £180.00	1,620.00
Hire of van	98.00
PPE	8.38
Total	1,726.38

2.2 Staffing

As with many Town Council Events this event relied on the support of Elected Members to volunteer on the day. A total of seven elected members volunteered on the day, both on site and in the bulky item collection vehicle along with the Town Clerk (not in voluntary capacity).

2.3 Advertising

As agreed at Council a flyer advertising the event was produced and posted to 1,800 properties in the south ward by elected members. The method of advertising appears to have been very effective as event was very well attended and utilised.

2.4 Site operation on the day

As discussed above the event was very well attended with residents arriving in advance of the actual start of the event. The inclusion on the leaflet of a requirement to bring the actual leaflet along to the event ensured that only those in receipt of a leaflet accessed the service.

The location of the site was perfect as it allowed easy access from the roadside (which benefits from a dual carriage way) and could have supported additional skip placement. To support a recycling approach skips were designated for particular materials and this was willingly adhered to by residents.

Although the event had been planned to run for three hours it soon became obvious that the six skips on site would be filled within one hour. This was indeed the case and it was recognised that additional capacity was required to enable the collection of items through the door to door service. Kirkby Skips were able to accommodate a request for a further three skips to be delivered to the Town Hall. The change of location for the additional skips was required to ensure that these were only used for the door to door service and given the time of day it would not have been possible for the additional skips to be removed from St Pauls before 12pm as required.

Although the skips at St Pauls were filled within an hour it was necessary to maintain a presence on site until the skips could be taken away. Unfortunately, the removal of skips takes considerably longer than the delivery of skips and it was necessary for a site presence to be maintained until 12pm to ensure there was no abuse of the service or subsequent fly tipping.

2.5 Door to Door collections,

A total of 15 calls for support were received up until 17:00 on the preceding Friday to the event. Items collected included beds, mattresses, couches, fence panels and various other items. There was also a considerable amount of non-bulky items that residents asked to be removed and this request was accommodated where possible. Unfortunately there was also a considerable amount of household waste that some individuals expected to be removed it was clear that in many cases this had been calculated over a number of years and could have been disposed of through the use of a car or in regular small amounts in household collections.

The volume of items and number of visits required the collection team to continue its collections until 14:00 during which time a further three skips were filled to capacity.

3 LESSONS LEARNT

3.1 Demand

There is most certainly a high demand for such events, whether this was as a result of considerable queues at the municipal skips it is difficult to determine, but it would not be an unsafe assumption a local service will always be well used.

Advertising of the event

The adopted approach appears to have been very effective as the demand on site was clearly very high as was the demand for the door to door service.

Site Operation

The site operation was smooth and efficient, residents were happy to wait their turn and for the most part were accepting of the restrictions. There was a minimum of material abuse on site, and those in attendance were happy to adhere to social distancing restrictions.

Door to Door Service

As with the site operation the door to door service was smooth and efficient. However, the number and nature of some items submitted for collection was questionable with some residents putting forward items of clothing, brush poles etc, ultimately this led to a considerable over run on the times of operation. It would therefore be advisable to include more information on the leaflet about what can be accepted for removal i.e. items that are too big to fit in a car.

The vehicle used for collection was perfect for the job both in volume and operation.

Both the Town Clerk and Councillor Taylor received telephone complaints on the following Monday from two properties that had received the door to door service to say that their items had not been removed. As Cllr Taylor and the Town Clerk had been part of the door to door team they were able to inform the individuals of the items that had indeed been removed and explain the situation appropriately.

4 CONCLUSIONS

- 4.1 Overall, the event has provided a valuable service to residents as the filling of nine eight tonne skips could roughly represent a weight of 71 tonnes of waste removed from the local area and disposed of responsibly.
- 4.2 Given the cost and organisational requirements the event is relatively easy to replicate provided enough volunteers are available.

- 4.3 The use of St Pauls car park greatly supported the event by providing a safe location off road and saving the cost of skip permits at £21 each. The provider Kirkby Skips were very professional and helpful on the day.

5 RECOMMENDATIONS

- 5.1 In accordance with the powers granted under section 137 of the Local Government Act 1972 members are asked to

- Recognise the success of the event

And

- thank all those involved in a voluntary capacity.

PRESCOT TOWN COUNCIL**TOWN COUNCIL MEETING****24TH SEPTEMBER 2020****REPORT TITLE**

Food Bank Feedback Report

BACKGROUND TO THE REPORT

As members are aware Prescott Town Council was one of the first organisations in the local area to develop and operate a resident support service during the COVID 19 lockdown period and beyond. This support service was eventually amalgamated with the Big Help's Food Bank service and delivered by the Town Council staff and elected members.

PURPOSE OF THE REPORT

This report provides feedback to the council in relation to the success of the support scheme.

REPORT PREPARED BY

Danial Wilson – Town Clerk

PRESCOT TOWN COUNCIL

Food Bank Feedback Report

1. INTRODUCTION

- 1.1 As members are aware Prescot Town Council was one of the first organisations in the local area to develop and operate a resident support service during the COVID 19 lockdown period and beyond. This support service was eventually amalgamated with the Big Help's Food Bank service and delivered by the Town Council staff and elected members.

2. PRESCOT SELF ISOLATION SUPPORT SCHEME

- 2.1 The Prescot Self Isolation Support Scheme came into existence on the 25th March 2020, this was the Town Council's first response to the on set of COVID 19 and the subsequent lockdown.
- 2.2 The early stages of the COVID 19 pandemic saw supermarket shelves stripped bare in scenes that were unprecedented in living memory. Recognising that a great many residents potentially faced difficulty obtaining food supplies the Town Council launched its Self-Isolation Support Scheme with the purpose of supporting those residents who could not access food as a result of being housebound through isolation and without means to order online or those who had suffered a considerable loss of income as a result of self-isolation and those having suffered loss of employment as a result of the pandemic.
- 2.3 Initially donations of food were utilised to generate a food bank whilst links were forged with food wholesalers and orders placed for items. This enabled the Town Council to develop a basic food package to sustain a family for a short period of time. An information flyer was produced, and donations of food and voluntary time soon poured in from residents. Within the first two weeks of operation the Support Scheme was able to help 48 residents.
- 2.4 Several volunteer call centres were set up across Knowsley largely staffed by local community organisations. The centres took calls from residents across the borough and then passed information on to the local support networks. In Prescot's case this was the Town Council. Many of the calls received were actually from the Whiston area and were therefore outside of Prescot Town Council's scope of operation. Given the amount of calls received for Whiston residents a proposal was put forward to the Town Council to include the Whiston area in Prescot Town Council's scheme. The rationale for this was simple in that the system employed at Prescot was already

established, working well and could absorb the additional demand. It was agreed that Whiston Town Council would make a financial contribution towards the cost of food stuffs purchased and defrayed in the Whiston area, no charges would be levied for staff time.

3 PRESCOT AND WHISTON FOOD BANK

- 3.1 After the first two weeks of operation demand for the Isolation Support Scheme fell considerably. However, reports for other organisations contradicted a drop in demand. To investigate, further contact was made with the Knowsley Food Bank Operator, The Big Help who were supporting the food bank efforts at the Salvation Army on Warrington Road and others across the borough.
- 3.2 Demand for this service was still above usual, therefore it agreed that the Town Hall would action as delivery hub in the Prescot and Whiston area through the week with the exception of Wednesdays when the food bank at the Salvation Army was in operation. The Big Help would provide the food enabling staff at Prescot Town Hall to process requests forwarded to them from The Big Help call centre and elected members from Prescot and Whiston Town Councils would facilitate the delivery of the food parcels.
- 3.3 In addition to the food parcels the Deputy Town Clerk was successful with a funding application to Tesco bags for help grant scheme for £500. Under advice from The Big Help this money was used to purchase toiletries and cleaning materials, items that are not as readily donated as food stuffs.
- 3.4 Once again, the initial demand was considerable with steady requests of around 4 parcels per day. Demand peaked in May with this number rising to 6 requests in a single day and remained relatively constant until the end of July when demand tailed off. By the middle of August demand had fallen to less than 1 request per day and it was therefore agreed with the Big Help that the Town Council's support was no longer required.
- 3.5 From the period 9th April to 20th August a further 270 residents received support through the Town Council's food bank efforts taking the total of those receiving support to 318.

4 CONCLUSIONS

- 4.1 If is fair to say that Prescott Town Council have been at the forefront of support to residents during the COVID 19 pandemic. Whilst other similar organisations worked from home, staff and elected members of this Town Council attended the Town Hall to ensure a service was and could be provided to those in need. Not only did Prescott Town Council's efforts serve the local populace, it reached beyond its usual sphere operation to benefit others outside Prescott and in doing so demonstrated its ability to work effectively with partner organisations to achieve a shared goal.
- 4.2 The Town Council now have a robust support system in place that can be activated as and when needed along with excellent working relationships with the Big Help and Whiston Town Council.

5 RECOMMENDATIONS

- 5.1 Members are asked to recognise the success of Food Bank operations and the contribution of those involved.

PRESCOT TOWN COUNCIL**TOWN COUNCIL MEETING****24th SEPTEMBER 2020****REPORT TITLE**

Draft Annual Report.

BACKGROUND TO THE REPORT

As members are aware it is common practice for Local Councils to produce an Annual Report summarising its activities throughout the year. This is also a requirement of achieving the Local Council Award.

PURPOSE OF THE REPORT

This report provides members a draft copy of the Annual Report for Prescott Town Council 2019/20 and seeks approval of the contents.

REPORT PREPARED BY

Daniel Wilson – Town Clerk

PRESCOT TOWN COUNCIL

Annual Report

1. INTRODUCTION

- 1.1 As members are aware it is common practice for Local Councils to produce an Annual Report summarising its activities throughout the year. In addition to this it is also a requirement of the Quality Award within the Local Council Award Scheme that an annual report is produced.
- 1.2 In March 2018 the Town Council were accredited with the Foundation Level of the Local Council Award Scheme. In subsequent years, the Town Council may wish to update from Foundation to Quality and then apply to the Gold Quality Award therefore providing a clear progression route and measurable level of achievement.
- 1.3 Under the requirements of the Quality Award the council is expected to produce an annual report, online material and regular news bulletins throughout the year. The annual report and news bulletins must be online even if they were also distributed in hard copy such as in printed newsletters or village magazines. If the council uses social media such as Facebook or Twitter, this will be evident from the council's website. The accreditation panel will read the materials looking for evidence of community engagement, council activities and promoting democratic processes. The panel expects to see that the council consults the community in at least three different ways (such as surveys, focus groups, online or street polls and community workshops) and engages with other organisations, including community groups and the principal authority(ies). It will look for at least three positive actions for the community in the last year.
- 1.4 The annual report should be distributed widely. It is accepted that it cannot always be distributed to all households, but copies can be left at prime locations in a community, including a library, doctors' surgeries, schools, pubs, shops or residential homes.

2. THE ANNUAL REPORT

- 2.1 The Foundation Level of the Local Council Award Scheme does not require the production of an annual report however as the Town Council have provided an annual report since 1989 and it should maintain this practice.
- 2.2 Last year the Town Council resolved that 1000 hard copies of the annual report be produced and disseminated amongst prime locations within the Town as detailed in 1.4 and on the Town Councils website. This amount proved to be an overprovision and it was determined that half that amount would suffice. The Annual Report is also

available through the Town Council's website, reducing the necessity for printed copies.

2.3 The report design and production of 500 copies is estimated at £700.00, whilst 6,000 would cost £1,300. The Town Council could also utilise postal service to carry out the posting of a copy of the annual report to every household ensuring residents were fully aware of the Town Council's activities.

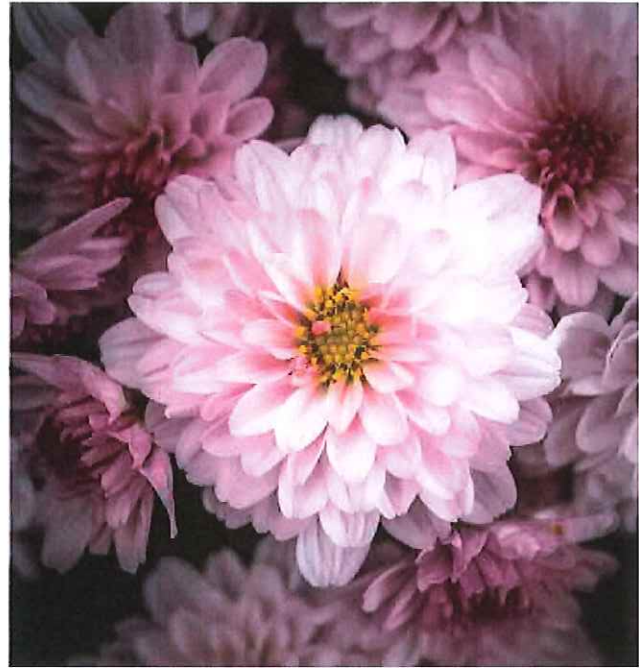
2.4 A copy of the draft annual report is attached as appendix 1.

3. RECOMMENDATIONS

3.1 Using the powers granted under The Local Government Act 1972 s137.

- Members consider the draft annual report and agree a quantity for production and appropriate delivery method.

Prescot Town Council



Annual
Report
2020

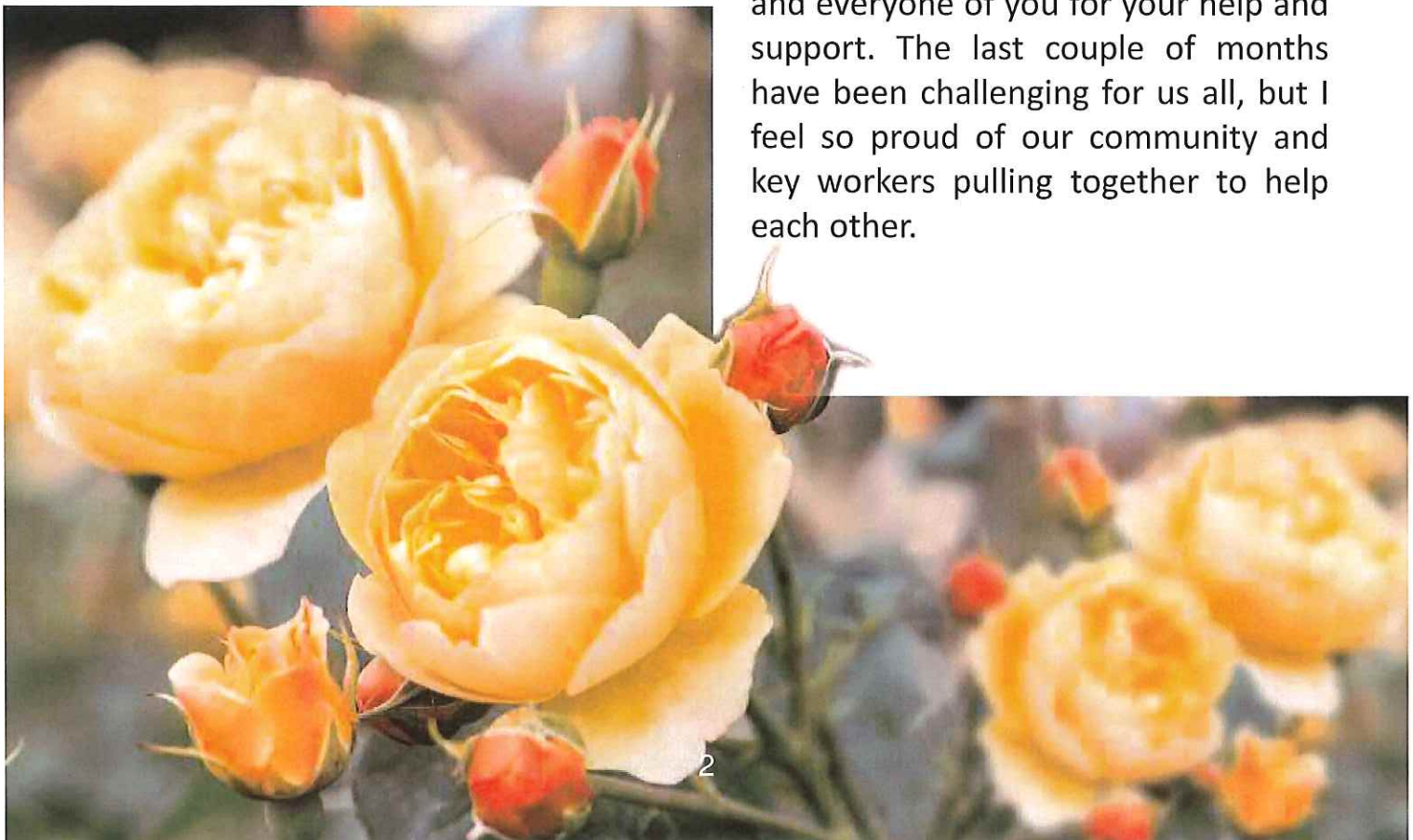


Prescot Town Mayor and Consort
Councillor Pat Cook & Phil Cook

Serving as the Mayor of Prescot has been a great privilege and wonderful honour alongside my husband Phil, family, friends and volunteers as my consorts.

Over the past year I have had the privilege to meet many volunteers who provide a whole range of services and make Prescot a special place to live in. I have also been invited to a whole host of engagements starting with our own Prescot Community Recognition Awards which were great, opened numerous new businesses, visited nursing homes, schools, scout groups, judged competitions, attend the Prescot Festival and our own Prescot Carnival, had the privilege of laying a wreath on remembrance Sunday and attended the Mayors Charity Christmas Carol Concert.

I would like to thank the staff from the Town Council, my fellow councillors and each and everyone of you for your help and support. The last couple of months have been challenging for us all, but I feel so proud of our community and key workers pulling together to help each other.



Throughout my year in office I have been raising money for my charity, unfortunately lockdown has meant that some fund raising events had to be cancelled, but I am delighted to have managed to raise £5,200 which will now be split between the following local organisations:

Willowbrook Hospice	£500
Prescot Festival	£500
Al's Arc	£500
Coming Together Group	£500
Evelyn Community Primary School - Children's School Council	£200
Our Lady's Catholic Primary School - Children's School Council	£200
St Mary & St Paul's C of E Primary School - Children's School Council	£200
St Luke's Primary School - Children's School Council	£200
Prescot Primary School - Children's School Council	£200
Friends of Eaton Street Park	£200
Friends of KGV Browns Field & Carr Lane Woods	£200
Friends of Prescot Cemetery & Churchyard	£200
SHARe Knowsley	£200
1st Whiston Scouts	£200
1st Prescot Brownies	£200
Prescot Cadets	£200
Imaginarium Youth Theatre	£200
St Mary's Coffee Morning	£200
Never Be Lonely Again	£200
Prescot Cables Junior Football Team	£200

Town Clerk's Report



I am writing this year's report in the midst of the COVID -19 global pandemic, something I hadn't envisaged having to do. Obviously, this unforeseen global catastrophe will have had a significant impact on many of our lives and this has certainly been the case for all of us here at the Town Council, staff and elected members alike. Social distancing requirements have had a huge impact on the way we operate and the services we provide. Unfortunately, we have had to close the Town Hall to visitors, cancel a number of events including the Prescott Carnival and Community Recognition Awards and even put up notices to close playgrounds which as someone who was once responsible for installing new playgrounds was an odd experience to say the least. This pandemic has also come at a time when Prescott was enjoying the momentum of change with new leisure and retail offers coming online to compliment the established offer. Like many other organisations we have now become familiar with online meetings, but a return to our usual operations will be very welcome. Once again, I have been particularly proud of the response the Town Council have shown in the face of the adversity and the COVID -19 threat. This Town Council was proactive in its response with staff and elected members changing the way they operate to develop our Isolation Support Scheme within a day of lockdown taking effect. The level of support offered from our residents has also reassured my belief that Prescott is truly a brilliant place to live with people who will go out of their way to help somebody else whom they have never even met. It's things like this that provide me the confidence that Prescott will bounce back and go on to the next chapter of its continually enthralling history.

Daniel Wilson - Town Clerk - Prescott Town Council

I am very proud to have served as the Leader of Prescot Town Council this year. From the outset all of the councillors agreed to set aside party politics and work together for the greater good of the town and community we represent, pro-actively planning and delivering initiatives to meet our aims. I am very proud to be able to say that 12 months on we have made considerable inroads to achieving these aims. This has been made possible by the commitment and effort shown by my fellow councillors (see page 9), along with the continued support of our dedicated, hardworking team of staff. Some of the changes and additions we have made this year have been listed below.



1. We refocused the 'Mayor Making' Event to place greater emphasis on the community and this event has now become the Prescot Community Recognition Awards with Cllrs physically organising the food and venue to validate the hard work of our Community Groups, every group we were aware of was invited.
2. We organised and delivered the Prescot Carnival on Browns Field adding even more free attractions.
3. We organised a new 100% free Christmas Event in the Town Centre with rides, refreshments, entertainment and 20 Disney Characters.
4. We are very proud of our new Local Democracy Programme aimed at all Prescot Primary Schools. Children learn how a council works and have the opportunity to role play a council meeting and work with the Mayor, Town Clerk and Cllrs.
5. We supported people who would have been alone or isolated on Christmas Day by providing the venue for 'Prescot Mission Christmas Dinner Group' to provide Dinner, company and entertainment.
6. We set up a hugely successful School Uniform Recycling Scheme, collecting, washing, ironing, sewing on missing buttons and making good items of school uniform and then organised a private appointment system for families to browse, select and collect.
7. In April we were pro-active and set up a Self-Isolation Support Scheme providing and delivering basic boxes of food and provisions to support our community in financial hardship as a consequence.
8. Prescot Town Council Green Party and Liberal Democrat Councillors have offered surgeries every two weeks at the Town Hall and been involved in regular case work.
9. We supported Friends of Eaton Street Park's Free Lunch and Activity School Holiday Sessions when the weather meant they couldn't hold them in the park, stepping in to offer the venue.

I would like to Thank everyone involved who has made the past year so successful. The year ahead will involve a lot of thinking outside the box but I am confident we will find a way to grow and deliver to our community.

Cllr Joanne Burke - Leader Prescot Town Council



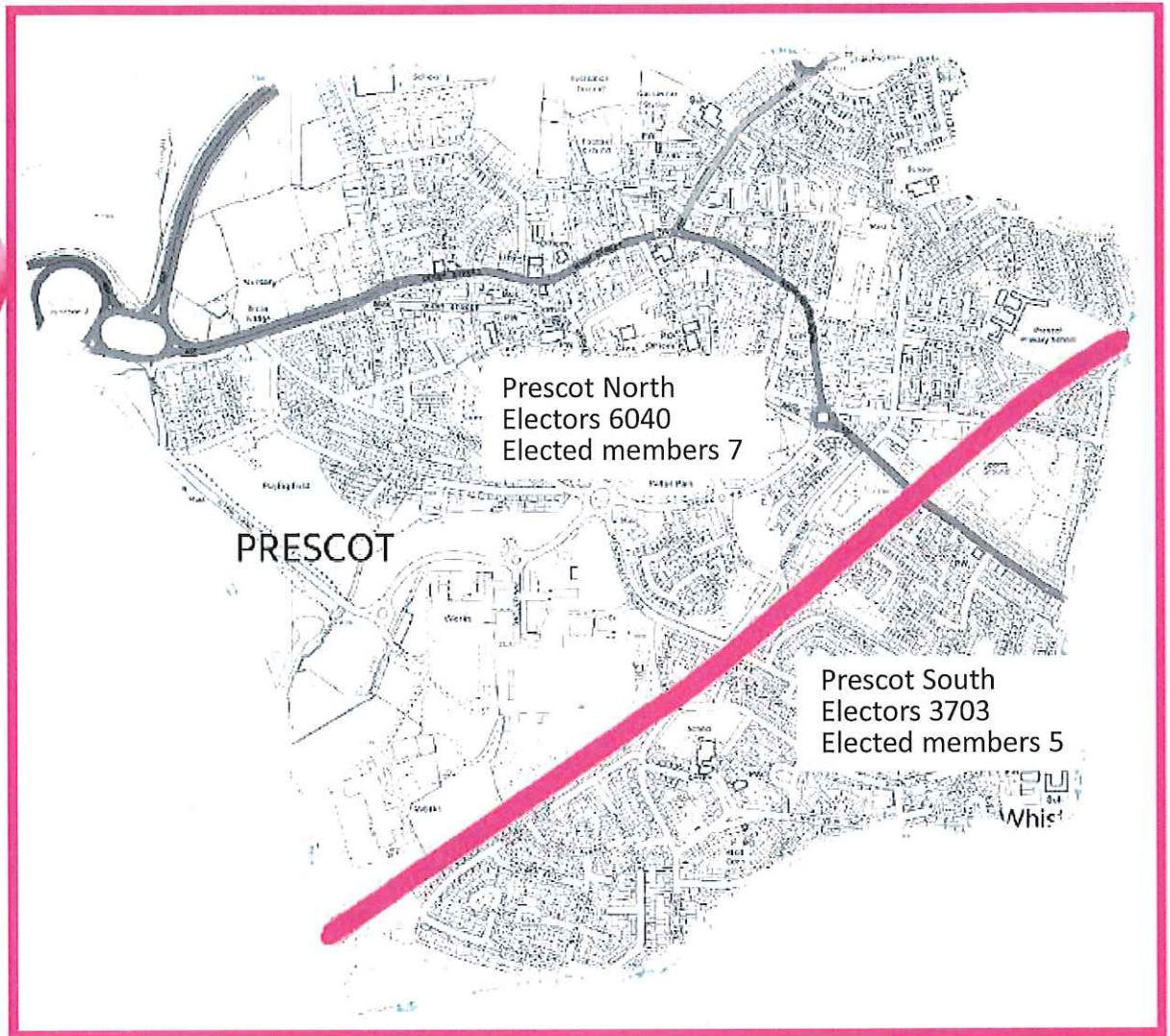
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Prescot Town Council Events Program

Over the last three years the Town Council has steadily built up a diverse events programme. All of our events are organised paid for, delivered and staffed by the Town Council.

EVENT	LOCATION	ACTIVITIES	MONTH
Community Recognition Awards and Mayor Making	Town Hall	The community recognition awards were introduced to celebrate the contributions and achievements of community groups and individuals to the town. This event is run in conjunction with the Annual Mayor Making Event, where the outgoing Mayor makes donations to various local organisations.	May/June
Prescot Carnival The only event of its kind in Knowsley	Brown's Field, Wood Lane.	Large Fun Fair, a wide array of free activities such as bouncy castles, reptile workshops, cage football, soft play Variety performances, and traders stalls.	June
Armistice Day Service	BICC Memorial Prescot Cemetery, Manchester Road.	Memorial Service for local residents, supported by St Mary's Church, Our Lady Immaculate Church, and The Friends of Prescot Cemetery and Churchyard and local schools.	November
Prescot Christmas Cracker Replaces the Christmas Light Switch On	Church Street / Eccleston Street	This new event replaces the Christmas Light Switch On that was taken by Knowsley Council. The event is completely free and includes DJ Roadshow, Children's Fair Ground rides, community stalls, catering tent and of course a good bit of snow.	Last weekend in November or first in December

For further information on the events programme please contact the Town Council on 0151 426 3933 or email enquiries@prescot-tc.gov.uk



Community Governance Review

Following the Community Governance Review of 2018 the Town was split into two electoral wards, Prescot North and Prescot South. This warding arrangement follows that of Knowsley Metropolitan Borough Council, the principle authority in Knowsley.

ELECTED MEMBERS

Prescot North Ward – Electorate - 5580

Councillor Mark Burke
LIBERAL DEMOCRAT

T: 07767 827 474
E: mrmarkburke@yahoo.co.uk



Councillor Thomas Large
GREEN PARTY

T: 07772 147 289
E: tlarge1908@gmail.com



Councillor Thomas Smith
GREEN PARTY

M: 07858 376 105
E: thomassmith31a@gmail.com



Councillor Ian Smith
LIBERAL DEMOCRAT

T: 07557 849 399
E: ian.smith@knowsley.gov.uk



Councillor Chris Krelle
LIBERAL DEMOCRAT

T: 07917 897 721
E: madmrakane@gmail.com



Councillor Les Rigby
LIBERAL DEMOCRAT

T: 07910 850 503
E: enquiries@prescot-tc.gov.uk



Councillor Frances Wynn
LIBERAL DEMOCRAT

T: 07557 004 125
E: frances.wynn@knowsley.gov.uk



Prescot South Ward – Electorate - 3633

Councillor Kai Taylor
GREEN PARTY

M: 07384 455 422
E: kai.taylor@knowsley.gov.uk



Councillor Patricia Cook
GREEN PARTY

T: 07934 403 799
E: patcook10@talktalk.net



Councillor Tracy Murray
GREEN PARTY

T: 07926 722 498
E: traceymurray34@gmail.com



Councillor Graham Wickens
GREEN PARTY

M: 07786 965 779
E: grahamcwickens@gmail.com



Councillor Joanne Burke
GREEN PARTY

T: 07384 900 812
E: joanne.burke@knowsley.gov.uk



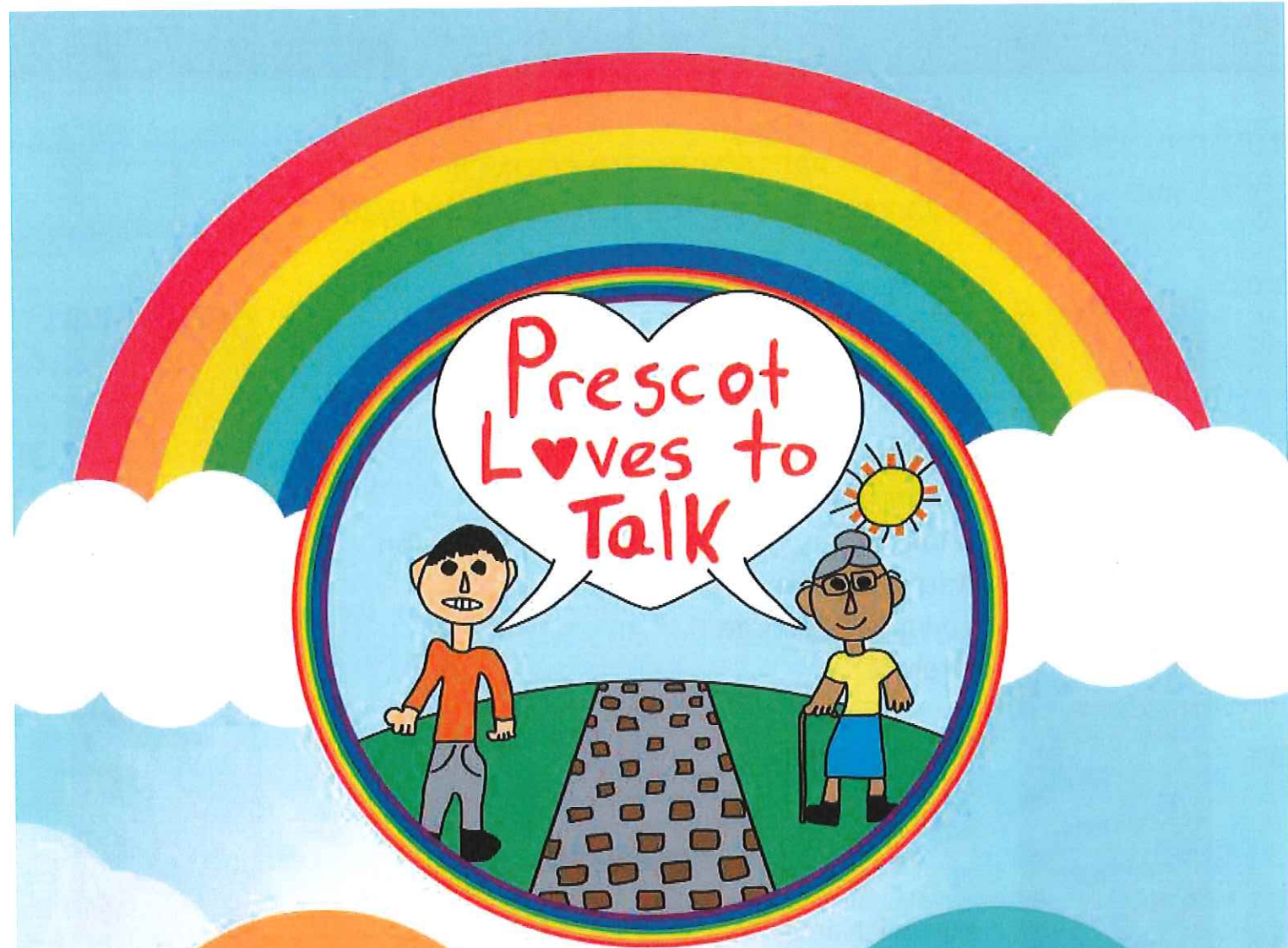
Prescot Town Council Annual Financial Report



After suffering five years of successive funding cuts the Town Council are now starting see some benefit from the increase in the town's housing stock. This is largely due to the development of the old BICC site on Manchester Road/ Hall Lane, which is widely accepted as a great use of a former brownfield site. Unfortunately, the increase in housing stock or tax base as it is also known has not fully offset the loss suffered as a result of the Council Tax Support Grant being scrapped. As such the tax base is still 168 band a properties less than it was in 2012-13. This years precept was set in January and has seen an annual increase of 4.88% or £2.75 on a band a property. This increase was required to meet financial obligations for capital maintenance on the two parks leased by the Town Council from Knowsley Council. This additional cost is roughly £14,000 per year and includes things like boundary walls, fences, play grounds and bins etc. This means that the 2020-21 precept on band a property is now £59.10 a year or £1.14 per week. The annual budget continues to make provision for a range of services the Town Council deliver including the maintenance and development of the Town's two largest public open spaces at Eaton Street Park and Browns Field, provision of the Town Hall as community hub serving the needs of residents across the Town, the largest events programme of all Town Councils in the borough, including the Prescot Carnival and Christmas Cracker and the provision of financial support to local community organisations. Each year the Town Council's accounts are prepared by the Town Clerk and scrutinised by both an Internal and External audit to ensure they comply with current legislation. Copies of the Accounts are available by request (chargeable) or free from the Council's website www.prescot-tc.gov.uk

PRESCOT TOWN COUNCIL
Income & Expenditure Account 2019/20

2018/19 £	<u>Income</u>	2019/20 £
235,230	Precept	264,239
-	Grants/Rate Refund	-
19,115	Public Open Space and Outdoor Provision	1,360
2,115	Administration	2,501
43,716	Town Hall Income	36,585
170	Interest	254
300,345	Total Income	304,939
	<u>Expenditure</u>	
21,881	Administration	26,971
70,317	Public Open Space and Outdoor Provision	45,101
65,212	Town Hall	65,722
8,544	Grants to Outside Bodies	11,610
-	Capital Payments	-
135,758	Salaries and Wages	144,504
301,712	Total Expenditure	293,909
	<u>Cummulative Fund Balance</u>	
149,688	Balance b/f at 01/04/19	148,321
300,345	Plus Total Income	304,939
301,712	Less Total Expenditure	293,909
148,321	Balance as at 31/03/2020	159,352



Everyone
in Prescot



talking to
each other

Prescot Loves To Talk is a concept created by

Evelyn
C.P
School

**who then
chatted to**

ICAN
children's
communication
charity

**who then
chatted to**

Knowsley
Council

We want to encourage chat and communication at every opportunity in Prescot. We want to make Prescot the place where talk is everywhere, where everyone chats.

What we want to achieve

- Prescott to be 'the best it can be' when it comes to talking to each other
- Encourage everyone from 0-100 to benefit from or contribute to talking
- To realise the potential for talk in all places, within our organisations and homes

Why do we need to talk?

- English is a beautiful language with lots of linguistic possibilities. It has been shaped by Shakespeare and many other wonderful writers and speakers.
- To help us argue our case, discuss, explain, inform, instruct, express ourselves and talk about what has happened. To do this we need to adapt our speech according to the audience, purpose and context
- To understand ourselves, our lives and make our way successfully in the world.
- Talking is important for everyone

Children

Did you know?

- Children with poor early language at age five are four times more likely to struggle with reading at age 11 and succeeding at GCSE
- Children with poor vocabulary skills are twice as likely to be unemployed when they reach adulthood.

Adults

- Speech allows you to connect with others
- A wide vocabulary can help you get a good job, by widening your options
- If you can articulate your ideas, it helps reduce frustration, eg. trying to persuade or explain something to others

Families

- Talking and listening makes for healthy family relationships
- Talking and listening to your child improves your bond with them
- Talking forms relationships and builds self esteem
- Talking about your emotions makes you feel better and you can find out how others feel
- You can respond to someone in a sensitive way to good news, as well as sadness or fear
- If you talk to your child when they are young, it will be easier to talk to them as a teenager

You can have brilliant ideas, but if you can't get them across, your ideas won't get you anywhere

To get involved just chat

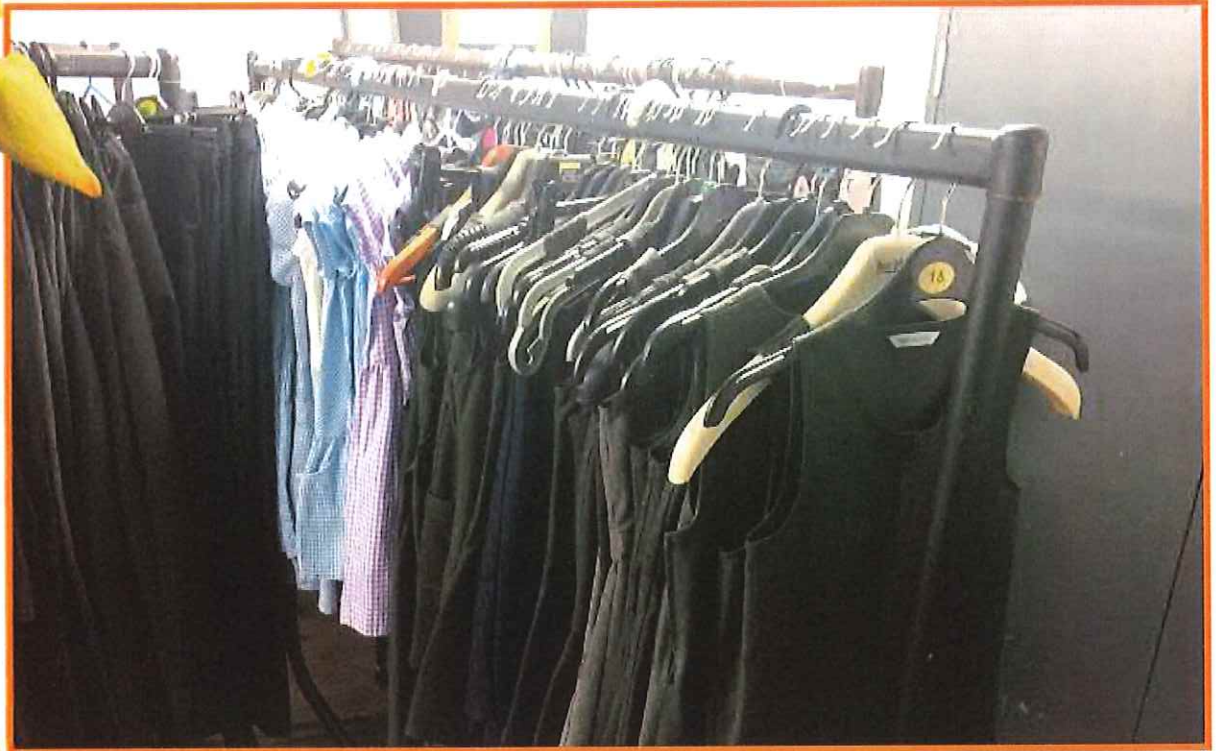
Share your views using
[#PrescotLovesToTalk](#)
[#KnowsleyCouncil](#)
[#ICAN](#)
[#Evelyn](#)

To read more visit
www.LovePrescot.co.uk

For further information call
Evelyn C.P School 0151 477 8570



New This Year - School Uniform Recycling



This project was proposed by the Leader of the Council in May 2019 and received unilateral backing from the Council. The project aimed to reduce the amount of material going to land fill and ease the all too often unnecessary financial burden placed on families during the start of each new school year. The vast majority of school uniforms, bags, pumps, shoes etc, are in perfectly good condition so the idea of throwing them away when they could be reused makes no sense. Uniforms were dropped off at the Town Hall before being washed, ironed and sorted by volunteers (many of whom were elected members). Individual appointments were then made for families to attend the Town Hall and select the garments they needed. Ultimately this project supported over 200 families with 1,640 garments and saved almost half a tonne (437kg) of material going to landfill. As the project was run by volunteers there was no cost to the Town Council and indeed it unanimously agreed to continue the project in the future.

Community Recognition Awards



Although the Town Council has a long history of recognising and supporting the incredible contributions made by our community groups and organisations, this year the emphasis moved even further towards the groups as the Town Councillors were busy in the preparation and serving of refreshments at the event. Representatives from eighteen Prescot based community groups and organisations were able to attend the event. We hope we were able to include all our groups, but if your group was overlooked please let us know.

Local Democracy Project



During the 2019 summer holidays the Town Council were approached by staff at Yates Court to see if we could help to provide some engaging activities for their younger residents. An initial programme was quickly developed and delivered by staff, elected members and the Mayor. Such was the popularity of programme for all involved it was an easy decision to develop the programme further and engage with as many local children as possible. The Town Clerk worked closely with staff at Evelyn Primary School to develop a one day programme that met the Town Councils aspirations for the project whilst also being relevant to schools curriculum and fun for the children to take part in. Unfortunately, we were only able to run one session before the advent of COVID -19. The initial session was really well received by all involved, both children and adults alike. The programme focuses on the main individual roles within the Town Council and how they come together to deliver democracy within the Town. We can't wait to get the programme rolled out to all our primary schools and hopefully this will become a mainstay of local education for many generations to come.

Christmas Cracker Event



Unfortunately, after having stepped into save Christmas Lights in Prescot in 2012, the Town Council were forced out of the event this year. However, the money that was usually spent on providing the lights and the switch on event was redirected to our new Christmas Cracker Event. This new event was completely free of charge and included a host of new attractions such as Rodeo Rudolf, Disney Characters, Superhero's, Snow board simulator, performances from local artists and groups and even guaranteed snow. Look out for this free event again next year.

COVID -19

The control measures taken to stem the outbreak of this pandemic have been nothing short of unprecedented.

Prescot Town Council was one of the first organisations in the area to act. Whilst the shelves were bare and other local organisations waited for direction from central government or spent time gathering information, officers and elected members of Prescot Town Council took pragmatic and proactive steps to develop a working solution and address the matter in hand.

Initially the Town Council launched a Self-Isolation Support Scheme that was aimed at those who could not access food either as a result of not having the means to order on line, not being able to leave the house through isolation or as a result of loss of income due to the impact the COVID situation had had on their employment. Links were forged with food wholesalers and orders placed for items that comprised a basic food package to sustain a family for a short period of time. Donations of food soon poured in from local residents along with offers to provide voluntary support for delivery of food parcels.

By the end of the first two weeks of lockdown and at the time of writing we have been able to help 48 residents.

The Town Council would like to thank everyone who had donated or volunteered so far, this is what makes Prescot Great!!

If you or someone you know needs support please let us know.



PRESCOT TOWN COUNCIL

enquiries@prescot-tc.gov.uk or 0151426 3933

Self-isolation Support Scheme

This scheme has been developed to support individuals and families who are self-isolating to help prevent the spread of Coronavirus.

Stocks are low therefore we ask that you only use this service if you are genuinely in need of support. You can also donate towards the scheme using this form.

Mark as appropriate	
Receive	Donate
Name	
Address	
Contact Number	
Email address	

We aim to respond as soon as possible but have limited staff resources, therefore do not be alarmed if your response takes time, particularly over the weekend, we **will** respond to your enquiry.

Prescot Town Council Community Fund



The Community Fund is administered under the Council's legal powers and invites applications from all active community organisations operating in the Township of Prescot for the benefit of Prescot residents. Applicants can request up to £500 in support of their organisations project or activities provided they can demonstrate they are:

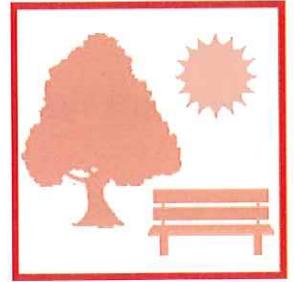
- Not for profit and meet the grant criteria
- The organisations project or activities are of clear benefit to the residents of Prescot

For more information on how to apply visit the Town Council website www.prescot-tc.gov.uk

The Town Council are proud that they have been able to support all the applications that have been made this year, listed over leaf, in addition to this support we have also been able to retain our annual support to the maintenance of the Town Clock on St Mary's Church, the Prescot Festival and sponsorship of the shuttle bus to the Knowsley Flower Show allowing residents to visit the show free of charge.

GROUP/ORGANISATION	AMOUNT	PURPOSE
Imaginarium Theatre UK	£500.00	Contribution towards Romeo & Juliet Workshops
HME Residents	£500.00	Materials for Mastectomy Cushions
Prescot 2 Ladies Bowling Team	£499.92	Bowling Equipment for Outreach Project
MALS Merseyside	£480.00	Contribution towards Child Criminal Exploitation Mentoring
Prescot Historic Society	£200.00	Contribution towards Speakers for Monthly Meetings
1st Whiston Scout Group	£496.50	Contribution towards Archery Equipment
One Knowsley	£500.00	Contribution towards SNAP Activities - Eaton Street Park
Innovate Volunteering	£360.00	Contribution towards activities for Bryer Road Fun Day
Berkley JFC	£500.00	Contribution towards the purchase of a Ride on Mower
Prescot Army Cadets	£480.00	Contribution towards Fieldcraft Equipment
Prescot Hockey Club	£500.00	Contribution towards Youth Hockey Kit
St Pauls Church	£500.00	Contribution towards cost weekly Coffee Morning
Molyneux Drive Allotment Society	£499.40	Contribution towards Gardening equipment
Friends of Eaton Street Park	£500.00	Contribution towards Mosaic wall artwork initiative and installation
Prescot Loves to Talk	£494.00	Contribution towards promotional materials
Prescot's Got Talent	£300.00	Contribution towards Sound system and engineer for event
Prescot Mission Christmas	£492.01	Contribution towards crockery for Christmas Day Lunch
KMBC	£1000.00	Sponsorship for the Elizabethan Fayre
KMBC	£220.00	Part sponsorship of Whiston/Prescot shuttlebus at Knowsley Flower Show 2019

Greenspace



The Town Council currently hold 99-year leases on King George V Playing Fields Prescott (known locally as Brown's Field) and Eaton Street Recreation Ground which date back to 1991. These leases make the Town Council responsible for the day to day maintenance of the sites and the boundary walls, fences and gates. There are two other recognised greenspaces in the Town at Carr Lane (across the road from Brown's Field) and Prescott Cemetery and Churchyard. These spaces are not under lease and are maintained and managed by Knowsley Council.

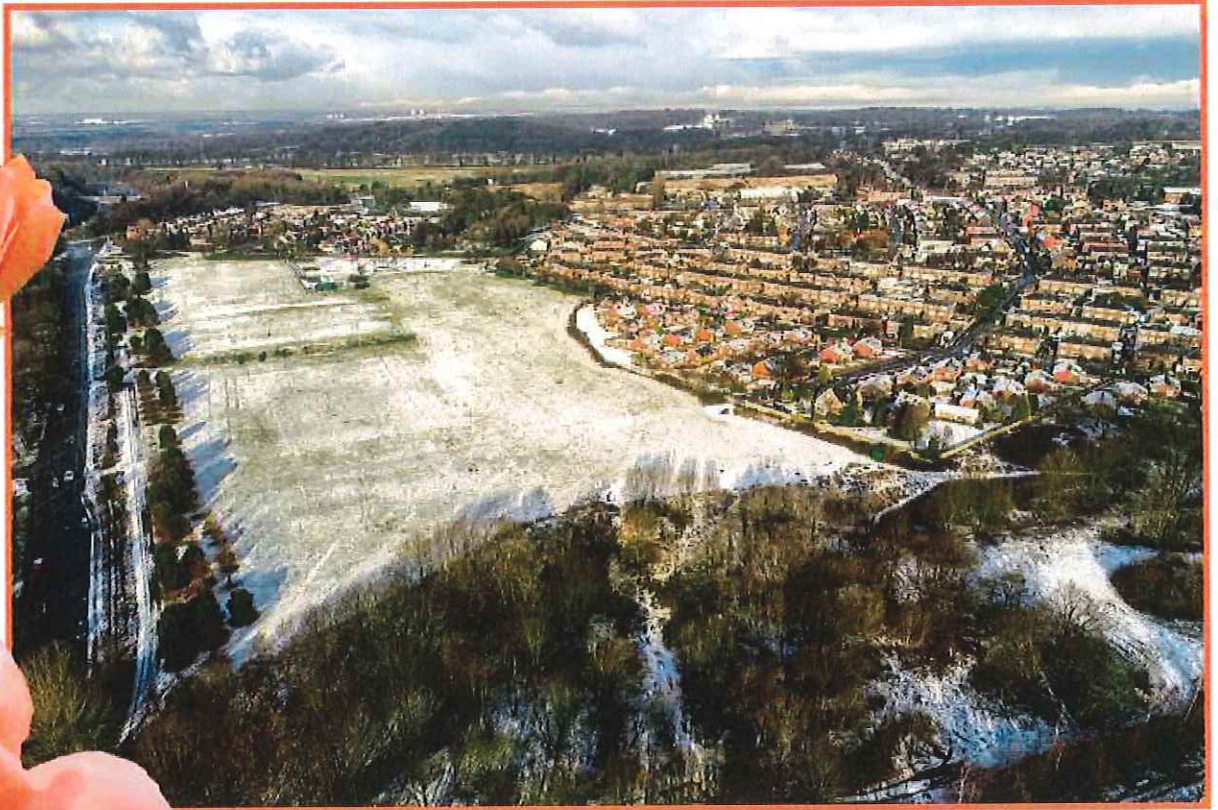
The sites are quite distinct and have varied histories, with one having been split into a water works and allotment at one point whilst the other was home to a pitch and put course but both have evolved over time and each site now offers something for everyone.

Prescot people are very supportive and passionate about their greenspaces each of the four greenspaces sites benefit from Friends of Groups who contribute to the upkeep of the parks and provide their own events throughout the year. The Friends Groups provide such events such as the Party in the Park at Eaton Street and the Spooky Halloween Walk at Brown's Field and Carr Lane Woods are really popular.

General parks maintenance is carried out by Glendale and includes litter picking and emptying of bins three times per week, all grass cutting and hand mowing, maintenance of shrub beds, hedges etc at an annual cost of around £26,000.



Brown's Field



Brown's Field is the largest public open space in Prescot. The park has play facilities for toddlers to 13 years, an 11 a side a 9 a side a 7 a side and a 5 a side grass pitches. The size of the park means it is very popular with dog walkers and it also plays host to the Prescot Carnival the biggest event of its type in Knowsley with many of the attractions being provided free of charge.

The Friends group meet every Saturday morning rain or shine have also been instrumental in communicating the strength of local feeling for the preservation of our parks and open space. You can contact the friends via email friendskgvclw@gmail.com

year me

During the Town Council and the Friends have worked together to install new bins, benches and notice boards. Knowsley Council will also be using the park to link up to the emerging sus trans cycle route between Prescot and Cronton. This will see the replacement of the existing footpath along the Carr Lane side of the park with a new cycle way and some new trees.

Resident Football Club Berkely Juniors AFC also help to ensure the site is still being used as a King George V Memorial Playing Field one of many such sites across the country. The club operate eight teams ranging from under 7s to under 13s and are responsible for the pitch maintenance. The Club's philosophy of focusing on the enjoyment of playing the game rather than the need to win is truly fundamental to the type of activities we want to see on our parks.

If you are interested in joining a team why not visit their website <https://berkleyjfc.teamapp.com/>



Eaton Street Park



Eaton Street Park is the second of the Town's parks to be maintained by the Town Council. Located on Eaton Street next to Prescott Cables, Eaton Street is one of two public open spaces in the town to hold a prestigious 'Green Flag Award' with the other being Prescott Cemetery and Churchyard.

Eaton Street Park also has play facilities for toddler to 13 years a large open area of grass, formal rose gardens, bowling green and pavilion and a natural area at the rear of the site.

The Friends of Eaton Street Park celebrated their 10th birthday recently and have supported the Town Council to attract considerable external funding to the park.

The Friends meet every Sunday afternoon when they serve Tea, Coffee and other refreshments from the Pavilion. This year the group have continued to run holiday activities on site, you can check out their activities on facebook

<https://www.facebook.com/Friends-of-Eaton-Street-Park-Prescot-aka-Preccy-Rec-162812667103495/>

The most recent additional to the park has been the mural along the boundary wall with Prescott Cables, previously white and before that ^{an} ~~plane~~ concrete the wall is now alive with colour adding to the welcoming aspect of the site.

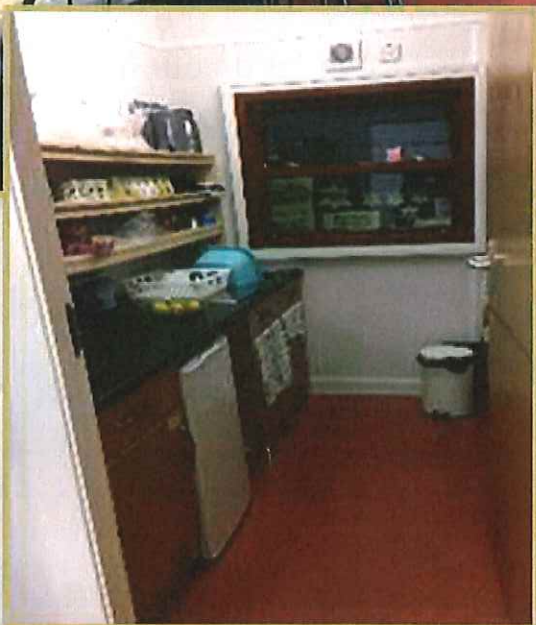




Eaton Street Pavilion

Much like the Town Hall, Eaton Street Pavilion is also available to hire and may well be a good place for your children's parties or similar type events the bowling green provides a great space for a bouncy castle.

The pavilion is fully accessible with a kitchenette and single accessible toilet. Contact the Town Council to find out more.





Whats On At Your Town Hall

Prescot Town Hall continues to fulfil its purpose in meeting the needs of the community. The Town Hall provides a range of facilities for business and community use including:-

- A multi-purpose room for group activities and private functions
- A licensed bar and kitchen facility
- Accessibility for all including enhanced disabled facilities and an accessibility lift
- Conference rooms available for public use
- Small meeting room available for public use
- A secure car park to serve users of the building

Please see the most current list of activities that is taking place in the Town Hall.

For more information on how to book the facilities at the Town Hall please call us on 0151 426 3933, email us at enquiries@prescot-tc.gov.uk or visit the Town Council website to download the booking form and check the online calendar on our facilities page at www.prescot-tc.gov.uk

Monday	St Helens Law - Free Legal Clinics	10.00am - 12.00pm	St Helens Law 01744 454433 info@sthelenslaw.co.uk
Monday	Weight Watchers	6.00pm - 7.00pm	Lauren Draper LDraper@weightwatchers.co.uk
Monday	Aerobics Class	7.30pm - 8.30pm	Sharron Swindels acerswn@aol.com
Tuesday	Kumon – Maths & English Classes	3.30pm - 6.00pm	Jenn Appleton prescot@kumoncentre.co.uk

Tuesday	Prescot School of Kung Fu - Martial Arts	Kids 6.30pm to 7.30pm	Stephen Hale <i>Stoane</i> 07511 875969 - <i>077198 25379</i>
Wednesday (1st & 3rd Wednesday)	Prescot North Ward Councillor Surgery	10.00am - 11.00am	0151 426 3933
Wednesday (3rd Wednesday)	Green Party Council Surgery	6.00pm - 7.00pm	0151 426 3933
Wednesday (2nd & 4th Wednesday)	Prescot South Ward Councillor Surgery	10.00am - 11.00am	0151 426 3933
Wednesday	St Helens Law – Free Legal Clinics	2.30pm - 4.30pm	01744 454433 info@sthelenslaw.co.uk
Wednesday (Term time only)	Helen O'Grady Drama Academy	Drama - 4.30pm - 5.30pm (Ages 5-11) Musical Theatre 5.30pm - 6.15pm (Ages 5-15) Youth Theatre - 6.15pm - 7.15pm (Ages 12-16)	Tracy Shirley 0151 482 0443 / 07908 811159 liverpool@helenogrady.co.uk
Wednesday	Aerobics Class	7.45pm - 8.45pm	Sharon Swindels acerswn@aol.com
Thursday	Stop Smoking Support - Drop in sessions	3.00pm – 4.30pm	0151 426 7462 or 0800 3247111 www.readytostopsmoking.co.uk
Thursday	Kumon – Maths & English Classes	3.30pm - 6.00pm	Jenn Appleton prescot@kumoncentre.co.uk
Thursday	Prescot School of Kung Fu - Martial Arts	Kids 6.30pm to 7.30pm Adults 7.30pm to 9.30pm	Stephen Hale <i>Lee above</i> 07511 875969
Thursday	Grand National Chorus - Male harmony & quartet	7.30pm - 9.30pm	New members welcome 07716 127814 www.liverpoolinharmonyclub.co.uk
Friday	St Helens Law – Free Legal Clinics	10.00am - 12.00pm	01744 454433 info@sthelenslaw.co.uk
Friday Every 2 wks	Deafness Resource Centre - Drop in advice	12.00pm - 2.00pm	Amie Johnson 01744 23887 Amie.johnson@deafnessresourcecentre.org
Friday Every 2 wks	Prescot Over 55's Deaf Club	12.30pm - 4.00pm	Colin Wilkinson colin_wilkinson@sky.com
Saturday	Slimming World	8.00am and 10.00am	Lynn Titherington 07739 167051 slimmingworldlyn@aol.com

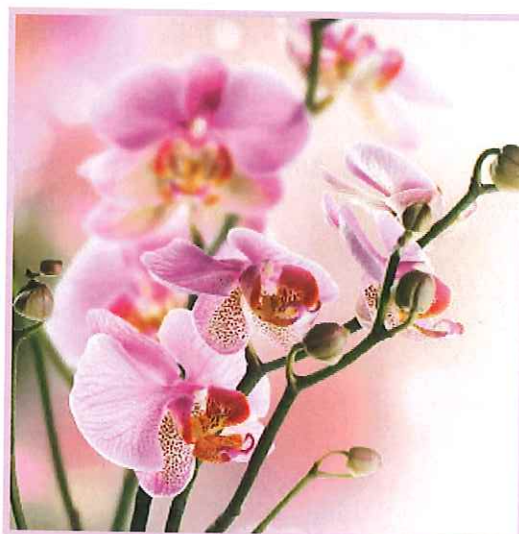


Prescot Town Council Annual Report 2020

Contact Details

Mr Daniel Wilson (Town Clerk)
Mrs Louise Sephton (Deputy Town Clerk)
Mr Liam Johnson (Administration Officer)
Mr John Fairclough (Principle Caretaker)
Mr Joseph Cain (Caretaker)
Mr John Bentley (Caretaker)

Prescot Town Council
Prescot Town Hall, 1 Warrington Road
Prescot L34 5QX
0151 426 3933
Email enquiries@prescot-tc.gov.uk



PRESCOT TOWN COUNCIL**TOWN COUNCIL MEETING****24TH SEPTEMBER 2020****REPORT TITLE**

Greenspace Update

BACKGROUND TO THE REPORT

As members are aware Prescott Town Council holds lease agreements with Knowsley Metropolitan Borough Council (KMBC) on two public open spaces within the town. These leases obligate the Town Council to carry out certain maintenance activities on each site, as such the Town Council contract in maintenance services from Glendale. However, as a result of a lack of clarity in the wording of the leases there exists a difference of opinion with regards to the extent of the obligations under lease. The Town Council have approached KMBC to request that the leases are revisited as they have recently been found to be detrimental to the development of the sites.

PURPOSE OF THE REPORT

This report provides an overall update on the position with leased green spaces.

REPORT PREPARED BY

Danial Wilson – Town Clerk

PRESCOT TOWN COUNCIL

Greenspace Update

1. INTRODUCTION

- 1.1 As members are aware Prescott Town Council holds lease agreements with Knowsley Metropolitan Borough Council (KMBC) on two public open spaces within the town. These leases obligate the Town Council to carry out certain maintenance activities on each site, as such the Town Council contract in maintenance services from Glendale. However, as a result of a lack of clarity in the leases there exists a difference of opinion with regards to the extent of the obligations under lease. The Town Council have approached KMBC to request that the leases are revisited as they have recently been found to be detrimental to the development of the sites.
- 1.2 One of the main areas of ambiguity is the overall management responsibility for the site. Although this is not mentioned in any part of the lease KMBC insist that Prescott Town Council have full responsibility for all elements of the leased sites. Clearly as this was not mentioned in the lease agreements it is difficult to imagine a situation where the Town Council of 1991 agreed to something that was never put before them and rather this is a matter of interpretation, in this instance KMBC's interpretation absolves it of some financial responsibility.
- 1.3 It is unclear why leases on the two public open spaces were sought as KMBC continued to manage and maintain the sites in their entirety before and after the leases were agreed. This service was provided at no charge and in accordance with an agreement between the other town councils within the borough and the newly formed KMBC in 1974.
- 1.4 In April 2015 KMBC withdrew the grounds maintenance service it had provided free of charge and in accordance with an agreement made in 1974 (see appendix 1). Inquiries were made into KMBC's legal right to withdraw its maintenance service, and it was found that the 1974 agreement was not binding in law. It was not until this time that land leases had needed to be considered and indeed the leases themselves were not contested as it was clear that maintenance responsibility in keeping the sites litter free and in a clear and tidy fashion was that of the town councils.
- 1.5 The leases are however rather vague in some respects as they are not specific about responsibility for a wide range of capital items such as playgrounds, footpaths, arboriculture, whilst they are specific about boundary walls, fences, and gates. It is therefore logical to assume that the former items are not the responsibility of the Town Council. Neither is the overall management responsibility, maintenance and management are different things in the context of parks and other public open space. Indeed, KMBC employ a full-time parks management section alongside a parks maintenance section but are independent of each other, both these services are funded through the collection of Council Tax and are supposed to be borough wide.

It is clear from appendix 1 that there has never been a formal withdrawal of management support for parks under lease.

- 1.6 Following the withdrawal of maintenance services Prescott Town Council undertook a tender exercise which resulted in the appointment of an alternative provider to KMBC. Since that time level of management support to sites under lease diminished to a point where it was non-existent.
- 1.7 The withdrawal of maintenance services by KMBC not only meant the Town Council needed to pay for the service but also to assume management responsibility for the new maintenance contract. This was no small undertaking and only by a quirk of fate did the Town Clerk have previous experience of Green Space Management, however this still placed an additional administrative burden on the Town Council which it was not expecting.

2. GREENSPACE AGREEMENT 2019

- 2.1 Following on from the decision not to press ahead with plans for the unpopular Parks Trust proposal in 2018. The Town Council were invited to work with KMBC to develop a mutually acceptable proposal for the future management of the Towns public open space. The Town Clerk and the Chair of Finance and General-Purpose Committee met with KMBC officers to develop a proposal. The final proposed agreement would ultimately have seen the Town Council cover the entire revenue maintenance costs of all public open space within the town. The financial agreement was based on the Town Council using future tax revenue derived from the precept on new housing in the town as predicted by KMBC. This was the only way such a cost could be met without a significant precept increase being imposed on those already living in the town, which considering KMBC's decision of 2015 means they are already paying for a service twice (in that they still pay full council tax but do not receive the same service from KMBC that non-parished areas receive namely grounds maintenance for instance a band d council tax rate in Huyton or Kirkby is the same as a band d in Prescott, Whiston, Halewood, Knowsley Town and Cronton but grounds maintenance on 17 sites in these areas is covered through the precept not council tax) and was not deemed appropriate by the Town Council.
- 2.2 It was made clear at the outset of discussions in October 2018 that the Town Council had a definitive timeline for the conclusion of negotiations as its existing maintenance contract expired in March 2019. Having worked with KMBC officers during the period a submission was put forward on the 31st Jan 2019 which would see the Town Council dedicate 53% of its future precept from new housing. On the 21st Feb 2019 KMBC respond asking for money, the Town Council convene a meeting and respond informing KMBC there is no possibility of any additional contribution.

- 2.3 During this time, the Town Council makes repeated attempts to contact KMBC officers and elected members reminding them of the expiration date of the existing maintenance contract and the need to reach an agreement one way or the other. It was not until after the expiration of the maintenance contract that KMBC responded in June 2019 when they contacted an elected member directly rather than the Town Council through the Town Clerk as would be the usual process.
- 2.4 From experience it was recognised early on that regardless of the agreement or future provision of service that additional resources would be required to manage any contract for the maintenance of public open space under lease. It was therefore agreed by Council that it would dedicate 5 hrs per week of officer time to the management of green space and that this would be found by increasing the deputy town clerk's hours to incorporate this requirement.
- 2.5 Unfortunately, this proposal did not meet with KMBC officer approval as it did not provide them with any financial benefit, in spite of the fact that if KMBC's housing predictions were accurate it would have covered the entire revenue maintenance cost on all sites for the next 25 years. KMBC did however point out that it had submitted a 'compelling' tender for the maintenance contract, compelling as it was it was also inconsistent, over budget and 20% higher than the lowest tender received.
- 2.6 Ultimately the tender was awarded to Glendale, who continue to provide grounds maintenance services to date.

3 POST JUNE 2019

- 3.1 The Town Council have continued to maintain the public open space in accordance with the lease agreements. The lease agreements do not place development / management responsibility on the Town Council, and it was clear in appendix one that there has never been an official withdrawal of management support from KMBC.
- 3.2 The Town Council has invested 5 officer hours per week into the management of the contract with Glendale. Initially it was hoped that there would be spare capacity within that time to potentially develop funding applications and take on more of management role (even though this is not within the Town Council's remit under the terms of lease).

- 3.3 The role of a Greenspace Officer requires specific skills and level of experience that are gained over time. Therefore, being completely new to such a role the Deputy Town Clerk has spent some time shadowing the Town Clerk and received informal training on contract management and maintenance standards over the last 12 months. This has been reinforced by Green Flag Judge training and the Deputy Town Clerk is now a qualified Green Flag Judge. For clarity green flag is the standard to which the Town Council would like its parks to meet and indeed Eaton Street Recreation Ground has held a green flag for 6 years.
- 3.4 Management of the contract entails visiting each site twice weekly to check the maintenance schedule has been completed, meeting with the operative fortnightly to agree the work programme for the coming weeks and advise of any instances of underperformance. More recently the sites have also been promoted through the town councils' websites and social media. These tasks account for the allocated 5 hrs per week and fully meet the Town Council's obligations under lease.
- 3.5 As stated above strategic management and development of the sites is not contained with the lease agreement. However, since 2015 KMBC have ceased to provide this service on the leased sites. Therefore, the Town Council have had no choice but to dedicate more time and effort into the management and development of parks including development of management plans and working with Friends Groups both established and emerging, as best it can within its limited resources.
- 3.6 The contents and wording of the leases continue to pose problems as certain items of capital infrastructure are simply not mentioned within the lease. In recent years, the Town Council have removed a number of trees along Carr Lane which were within the site boundary of Brown's Field. This was achieved with the aid of a community grant from KMBC which covered roughly 50% of the costs. Responsibility for trees is not mentioned in lease agreement however the imminent danger posed by a falling tree necessitated a collaborative approach to address the situation on Carr Lane. The Town Council's view was that potential danger to life transcended the issues over the wording of the lease, therefore a decision to act was taken.
- 3.7 Since that time it has also been proven the break clause in the leases is a barrier to the Town Council's ability to secure external funding on the sites, as in reality its tenure on site is no more than 3 months from any point in time.
- 3.8 The Town Clerk has written to KMBC's Assistant Executive Director (Communities) on 3rd July advising of this issue and the continuing need to address the leases which are clearly unfit for purpose and detrimental to future maintenance, development and enhancement of the site. This has subsequently been passed to the Head of

Environmental Sustainability Service who has been in contact and has agreed to investigate the possibility changing the leases.

- 3.9 Meanwhile the Town Clerk and Deputy Town Clerk have met with one of KMBC's Greenspace Officers to go over the support that would be required from KMBC to the Town Council and Friends Groups. The officer has been provided with contact details for both Friends Groups on each of the leased sites and informed that the Town Clerk will make all reasonable efforts to facilitate a meeting between themselves and the groups once the officer has made contact.

4 URGENT ACTONS REQUIRING APPROVAL

- 4.1 Following on from the meeting with the Greenspace Officer one of KMBC's Arboriculture and Ecology Team met with the Town Clerk and Deputy Town Clerk at Eaton Street Recreation Ground to conduct a survey of the arboriculture on site. It was encouraging to see such a positive approach from the borough council. Unfortunately, the survey identified a number of trees that require urgent removal.
- 4.2 KMBC have a pre-existing contract with ID Verde that includes an agreed schedule of rates for tree works and the Arboriculture Officer has provided a cost for the works using this schedule. The Town Clerk has compared these costs to those received when carrying out the Carr Lane works and can confirm that they do represent value for money.
- 4.3 As the lease is unclear regarding arboriculture a pragmatic and safe approach would be to split the cost evenly, this would represent a total cost to the Town Council of approximately £750 for the felling of eight trees two of which are over 20m in height.
- 4.4 The trees will be removed from site, but chippings could be retained to be used in the future or as habitat. Tree stumps will remain but be above knee height in accordance with current KMBC policy.
- 4.5 KMBC have offered 10 trees to replace the eight felled. It may be fitting for the Town Council to invest in additional trees to compliment this and involve the Friends of park in the choice and planting of the trees which would likely be in November.

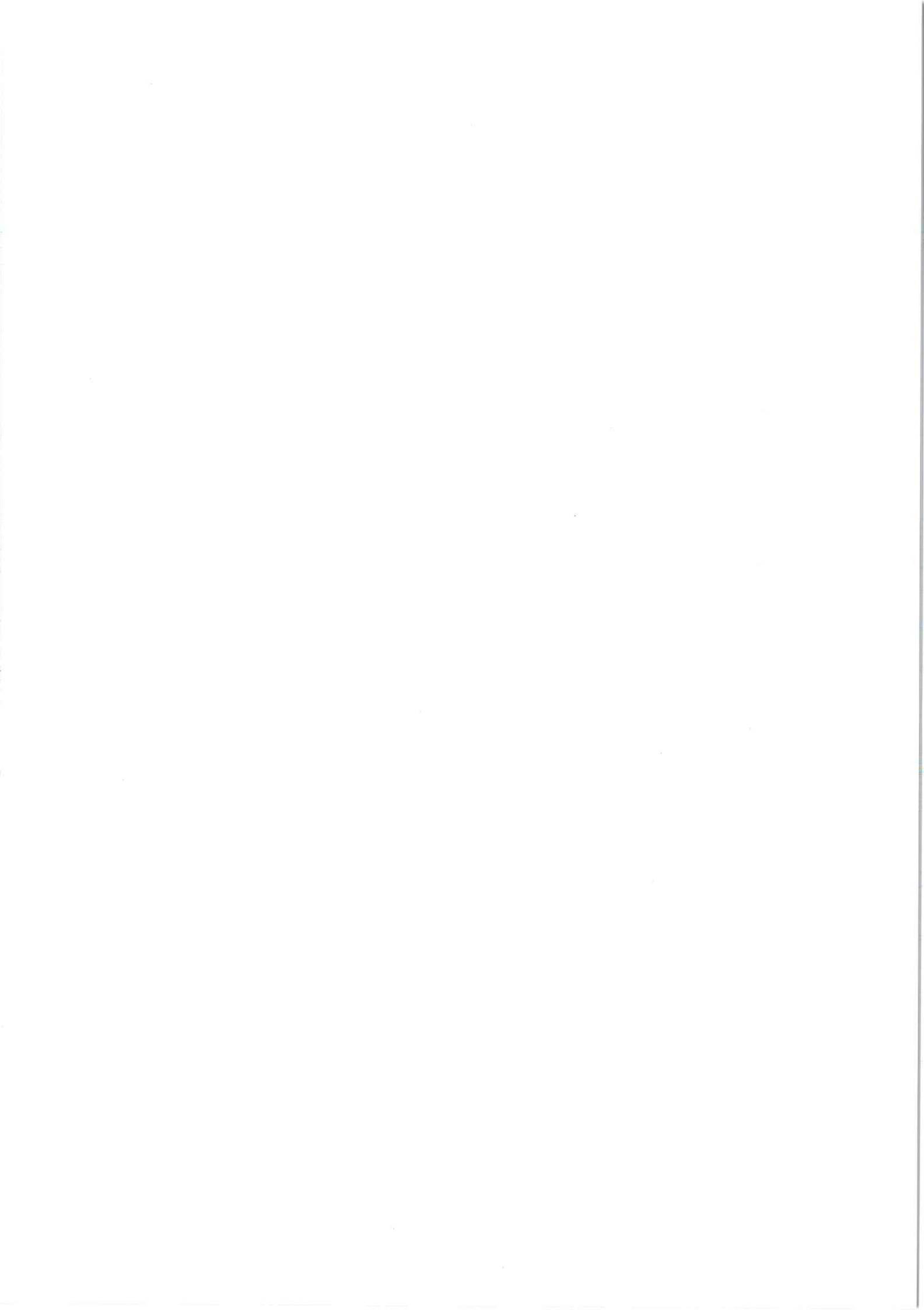
5 RECOMMENDATIONS

5.1 Using the power granted under the Open Spaces Act 1906 ss 10b Members are asked to

- note the report, approve the cost of tree felling on Eaton Street Recreation Ground

And

- The purchase of additional trees for the site





Knowsley Council

Dan Wilson
Clerk to the Council
Prescot Town Council
1 Warrington Road
Prescot
Knowsley
Merseyside
L34 5QX

29 January 2015

Dear Dan

As you will be aware, the funding which Knowsley Council receives from Central Government has been drastically cut over the last few years. These cuts are continuing to be made, and mean that we are currently facing a budget shortfall of £34 million over the next two years. This shortfall is in addition to the £60 million we have already had to save since 2010. In overall terms, our Government funding has been cut by around 37%, and it is important to point out in that context that the Government Grant is by far our most significant source of income.

Given the scale of these cuts, we have had no choice but to look at all of our services and the support we provide to residents. We have also had to reduce the costs of our workforce, generate more income from other sources (including making sure we aren't subsidising other organisations), and work more closely with partners to drive out duplication and find additional savings.

Unfortunately, due to the scale of the funding cuts, the Council simply cannot continue to provide the same levels of service that it has in the past. As you are aware, we have been in consultation with you since Rupert Casey (our Head of Environmental Service) wrote to you on 11 December 2014 to indicate that we intended to introduce a charge for the grounds maintenance of those parks/green spaces which you lease from us. The letter you received in December included full details of the land involved and the proposed charges. We have since received a number of views from Parish and Town Councils as part of the related consultation process, including comments made at a consultation meeting on 8 January 2015 as well as correspondence received since. Having received the initial notification in December 2014, I hope that you have been able to plan your budgets for 2015/16 with the charges in mind.

