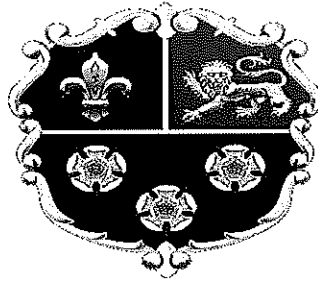


PRESCOT TOWN COUNCIL



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

Telephone: 0151-426-3933

email: enquiries@prescot-tc.gov.uk

Dated this 23rd Day of June 2022

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 30th June 2022**

at

Prescot Town Hall

commencing at 6.00 p.m.

A handwritten signature in black ink, appearing to read 'Alex Spencer', is written over a horizontal line.

Alex Spencer
TOWN CLERK

A G E N D A

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 (4-11)

To **APPROVE AND SIGN** the Minutes of the Annual Meeting of the Town Council held on Thursday 26th May 2022 as a true and accurate record of the business transacted.

5. **MINUTES OF THE COUNCIL COMMITTEE MEETINGS**

Pages (12-14)

To **NOTE** the minutes of the following Committee meetings:

- Events Committee – 18th May 2022 (Agreed)
- Events Committee – 15th June 2022 (Draft)

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**

Pages (15-17)

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.

FOR INFORMATION AND TO RECEIVE QUESTIONS FROM MEMBERS

9. **MAYORAL ENGAGEMENTS** Pages (18-19)

To receive the schedule of forthcoming Mayoral engagements.

FOR INFORMATION ONLY

10. **PLANNING APPLICATIONS** Pages (20-21)

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 (22)

Members are asked to **NOTE** any planning decisions received.

None for noting

12. **FUNDING APPLICATIONS** Pages (23-27)

To **CONSIDER** and **APPROVE, DEFER** or **REJECT** any funding applications from:

- Prescot Hockey Juniors

13. **ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN** Pages (28-31)

Members are asked to **CONSIDER** Section Two of The Annual Governance & Accountability Return – Accounting Statements for 2021/22 and **AGREE** that this should be submitted to the external auditor.

PRESCOT TOWN COUNCIL

TOWN COUNCIL MEETING

30th JUNE 2022

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 26th May 2022

REPORTS PREPARED BY:

Alex Spencer – Town Clerk

PRESCOT TOWN COUNCIL

A meeting of the **COUNCIL** for the **TOWN OF PRESCOT** was held on **THURSDAY, 26th MAY 2022** in the **PRESCOT TOWN HALL**, commencing at **6.01 P.M.**

ELECTED MEMBERS PRESENT

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

TOWN COUNCIL OFFICERS PRESENT

A. Spencer (Town Clerk)
L. Sephton (Deputy Town Clerk)
L. Johnson (Administration Officer)

ALSO IN ATTENDANCE

Mr Krelle, Mrs Krelle

1. ELECTION OF TOWN MAYOR FOR THE CIVIC YEAR 2022/23

It was **UNANIMOUSLY RESOLVED** that Cllr Joanne Burke be elected to serve as Mayor of Prescot for the 2022/23 Civic Year.

2. MAYORS DECLARATION OF ACCEPTANCE OF OFFICE

Cllr Joanne Burke duly signed the acceptance of office book to officially accept the office of Town Mayor.

3. TO RECEIVE APOLOGIES

Apologies were received from Cllr T. Large.

4. DECLARATIONS OF INTEREST

Declarations of Interest were received from the following: -

- Cllr C. Krelle for item 19 Funding Applications – The Lee Cooper Foundation.
- Cllr T. Murray for item 19 Funding Applications – Friends of Eaton Street Park.
- Cllr P. Cook for item 19 Funding Applications – Friends of Eaton Street Park.
- Cllr T. Smith for item 19 Funding Applications – Friends of Eaton Street Park.
- Cllr M. Burke for item 19 Funding Applications – Friends of Eaton Street Park.
- Cllr J. Burke for item 19 Funding Applications – Friends of Eaton Street Park.
- Cllr I. Smith for item 21 Planning Applications.
- Cllr K. Taylor for item 21 Planning Applications.

5. **VOTE OF THANKS TO THE RETIRING MAYOR**

On behalf of the elected members the Mayor gave a vote of thanks to the outgoing Mayor Cllr C. Krelle and thanked him for his hard work and service throughout the civic year along with his consort Mrs Dorothy Krelle.

The outgoing Mayor Cllr C. Krelle responded to say thank you to the Mayor for her kind words and wanted to offer his thanks to all Town Councillors for their support during the civic year. Being the youngest and first openly gay Mayor of Prescot had been an honour and he thanked his mother Mrs Dorothy Krelle for supporting him. Highlights of his time as Mayor were attending the Prescot Primary School 70th birthday celebrations and opening the Range at Cables Retail Park. He wished Cllr J. Burke success in her new role of Mayor of Prescot.

6. **ELECTION OF DEPUTY TOWN MAYOR FOR THE CIVIC YEAR 2022/23**

It was **UNANIMOUSLY RESOLVED** that Cllr Mark Burke be elected to the position of Deputy Town Mayor.

7. **DEPUTY MAYORS DECLARATION OF ACCEPTANCE OF OFFICE**

Cllr Mark Burke duly signed the acceptance of office book to officially accept the office of Deputy Town Mayor.

8. **MINUTES OF THE PREVIOUS COUNCIL MEETING**

It was **UNANIMOUSLY RESOLVED** that the minutes of the previous council meeting held on 28th April 2022 be **APPROVED AND SIGNED** as a true and accurate record of the business transacted.

9. **MINUTES OF THE COMMITTEES**

There were no Committee meetings to be noted.

10. **REVIEW OF TOWN COUNCIL COMMITTEES AND ASSOCIATED TERMS OF REFERENCE 2022/23**

It was **UNANIMOUSLY RESOLVED** to **AGREE** the recommendations under 4.1 of the report as follows –

In accordance with the requirements of Standing Orders Members are asked to agree:

- The continued use of the existing committees
- Membership of those committees
and
- The associated terms of reference for each committee

The membership of committees will be as follows: -

Finance, Policy and Human Resources Committee

Councillors C. Krelle, T. Large, J. Burke, M. Burke, T. Murray, L. Rigby, I. Smith, T. Smith and G. Wickens.

Events Committee

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

11. REVIEW OF STANDING ORDERS AND FINANCIAL REGULATIONS 2022/23

It was **UNANIMOUSLY RESOLVED** to **AGREE** the recommendations at 3.1 of the report being:-

In accordance with Standing Orders 5 J ix and Financial Regulation 18.1

- Members review both governing documents as proposed in Appendix 1 and approve for the 2022/23 Civic Year.

12. REPRESENTATIVES TO OUTSIDE BODIES 2022/23

It was **UNANIMOUSLY RESOLVED** to **AGREE** the recommendations at 4.1 of the report being: -

In accordance with the Standing Order 5 J vi members are asked to: -

- Review representation on or work with external bodies and arrangements for reporting back.
- Consider those organisations identified for the 2021/22 civic year and approve continued representation.
- Approve that the Town Clerk establishes connections with Knowsley Council officers, Town/Parish Council officers, community groups and businesses during the 2022/23 Civic year, with a view to identifying further groups for which representation by Prescot Town Council may be required.

It was **UNANIMOUSLY RESOLVED** to **APPROVE** the following representations to outside bodies being: -

- Merseyside Association of Local Councils – Town Clerk, Cllr K. Taylor and Cllr M. Burke.
- Prescot Business Club - Town Clerk
- Prescot Loves to Talk - Town Clerk
- Shakespeare North Community Group - Town Clerk

13. COUNCIL MEETING SCHEDULE 2022/23

It was **UNANIMOUSLY RESOLVED** to **AGREE** the recommendations at 3.1 of the report being: -

- Members are asked to consider and approve the annual meetings calendar attached as appendix 1

With the following amendments to hold Town Council meetings in July, January and March at 7:30pm and to cancel the Town Council meeting to be held in April.

14. ANNOUNCEMENTS FROM THE LEADER

There were no announcements from the Leader

15. ANNOUNCEMENTS FROM THE TOWN CLERK

Play equipment upgrades at KGV Brown's Field

On 12th May 2022, the Town Clerk and Deputy Town Clerk met with Knowsley Council officers & sub-contractors regarding play equipment upgrades at KGV Brown's Field.

The purpose of this meeting was to confirm pre-commencement checks, operations whilst works took place and play area re-opening once works were completed

As a result of this meeting, the following has been agreed:-

1. Works are scheduled to commence on 6th June 2022 and are estimated to take 8 weeks to complete. The play area will be closed to the public throughout this period
2. Prior to works commencing, properties neighbouring Brown's Field will be letter dropped to inform residents of what works will be completed and contractor hours of operation. This letter will be jointly produced by Knowsley Council and Prescot Town Council
3. The same letter will be posted on noticeboards to give park users to give advanced warning of works and to inform that the play area will be closed to the public
4. All communication will jointly produced by Knowsley Council and Prescot Town Council, and where possible, social media platforms will be utilised to inform the wider public
5. A meeting between officers will be convened in mid-June to assess whether scheduled works are on track and determine whether revisions to timescales are necessary. This meeting will also discuss a grand re-opening of the play area to include Mayor, councillors, officers and representatives from "friends of" group

Local Democracy Project

Working alongside Cllr Joanne Burke, I met a with heads from Prescot Primary, St Luke's Catholic Primary and St Mary & St Pauls C of E Primary to take forward the Local Democracy Project. This work was initially set up by Cllr J Burke, who was keen to progress during 2022/23. Workshops with schools will be held in the coming weeks.

Prescot Business Club

I was welcomed to the Prescot Business Club meeting this week.

Prescot Consortium

The first meeting of the group was held yesterday, and I am hoping to attend the next meeting.

16. MAYORAL ENGAGEMENTS

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

Cllr F. Wynn joined the meeting.

17. ANNUAL GOVERNANCE STATEMENT – SECTION ONE

It was **UNANIMOUSLY RESOLVED** to **AGREE** the recommendations under 3.1 of the report being:

Under the requirements of the Accounts and Audit (Amendment) (England) Regulations 2015, members consider the information contained within the Annual Governance Statement and resolve to:

- Approve Section One of the Annual Governance Statement for the financial year ending 31st March 2022.

18. REPORT OF THE INDEPENDENT REMUNERATION PANEL 2022

It was **UNANIMOUSLY RESOLVED** to **AGREE** the recommendations under 3.1 of the report being: -

Members are asked to consider the report of the panel and in accordance with the requirements of the 2003, Local Authorities (Members' Allowances) (England) Regulations:

- Agree the level of annual allowance and or out of pocket expenses to be made during the civic year May 2022 to April 2023.
- It was agreed that elected members continue to receive no basic allowance or out of pocket expenses during the year.

Cllr C. Krelle left the room.

19. COMMUNITY FUNDING APPLICATIONS

It was **RESOLVED** to **APPROVE** the sum of £490.00 for the funding application from the Lee Cooper Foundation.

Cllr C. Krelle returned to the room.

Cllrs J. Burke, P. Cook, T. Murray. T. Smith and M. Burke left the room.

Cllr G. Wickens chaired the meeting.

It was **UNANIMOUSLY RESOLVED** to **APPROVE** the sum of £500.00 for the funding application from the Friends of Eaton Street Park.

Cllrs J. Burke, P. Cook, T. Murray. T. Smith and M. Burke returned to the room.

Cllr J. Burke continued to chair the meeting.

20. PROPOSED ACTION PLAN FOR THE DEATH OF SENIOR PERSON OF STATE

It was **UNANIMOUSLY RESOLVED** to **APPROVE** the action plan for the Death of a Senior Person of State contained within the report with an amendment made that the statement will be prepared by the Mayor rather than the Leader of the Council.

Cllr I. Smith and K. Taylor left the room.

21. PLANNING APPLICATIONS

Application Ref	Location	Comments
19/00297/NMA2	Land at Greenwood Close, Cross Street and at Former Watch Factory Site, Off Bookbinders Lane Prescott	No Objections
22/00134/FUL	17 Knowsley Park Lane Prescott	No Objections
22/00236/FUL	Pro Vapours 25 Eccleston Street Prescott	No Objections

22/00250/FUL	4-5 Ropers Court, Harrison Collier Sinclair Way Prescot Business Park	No Objections
22/00253/FUL	6 Knowsley Park Lane Prescot	No Objections
21/00597/FUL	Eccleston House, Aspinall Street, Prescot	No Objections
22/00269/CLD	1-36 & 37-52 Greenall Court Prescot	No Objections
22/00270/FUL	10 West Street Prescot	No Objections
22/00274/FUL	16 Laurel Road Prescot	No Objections

Cllr I. Smith and K. Taylor returned to the room.

22. PLANNING DECISIONS

There were no planning decisions for noting.

The meeting closed at 7:23 p.m.

Dated: 30th June 2022

**Signed:.....
Cllr Joanne Burke (Mayor of Prescot)**

PRESCOT TOWN COUNCIL**TOWN COUNCIL MEETING****30th JUNE 2022****REPORT TITLE:**

Minutes of Committees

BACKGROUND TO THE REPORT:

In order to ensure all members are kept 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:

Alex Spencer – Town Clerk

PRESCOT TOWN COUNCIL

A meeting of the **EVENTS COMMITTEE** for the **TOWN OF PRESCOT** was held on **WEDNESDAY, 18th MAY 2022** in the **PRESCOT TOWN HALL**, commencing at **6:00 P.M.**

ELECTED MEMBERS PRESENT

Councillors M. Burke, P. Cook, T. Murray, J. Burke, I. Smith, C. Krelle and T. Smith

ALSO IN ATTENDANCE

L. Sephton (Deputy Town Clerk)
L. Johnson (Administration Officer)

24. TO RECEIVE APOLOGIES

Apologies were received from Cllr F. Wynn and T. Large.

25. DECLARATIONS OF INTEREST

There were no declarations of interest received.

26. MINUTES OF PREVIOUS COMMITTEE MEETING

It was **UNANIMOUSLY RESOLVED** that the minutes of the Events Committee meeting held on 15th February 2022 be agreed as a correct record and signed by the Chair.

27. PRESCOT CARNIVAL 2022

The Deputy Town Clerk updated committee members with the action plan for this year's carnival and discussed activities/service providers.

The meeting closed at 6:50 p.m.

Dated: 15th June 2022

**Signed:.....
(Cllr M. Burke, Chair of Events Committee)**

PRESCOT TOWN COUNCIL

A meeting of the **EVENTS COMMITTEE** for the **TOWN OF PRESCOT** was held on **WEDNESDAY, 15th JUNE 2022** in the **PRESCOT TOWN HALL**, commencing at **6:00 P.M.**

ELECTED MEMBERS PRESENT

Councillors T. Murray, J. Burke, P. Cook, C. Krelle, T. Large and T. Smith.

ALSO IN ATTENDANCE

A. Spencer (Town Clerk)
L. Sephton (Deputy Town Clerk)
L. Johnson (Administration Officer)

1. ELECTION OF CHAIR OF COMMITTEE

It was **UNANIMOUSLY RESOLVED** that Cllr Tracey Murray be elected as Chair of the Events Committee.

2. ELECTION OF VICE CHAIR OF COMMITTEE

It was **UNANIMOUSLY RESOLVED** that Cllr Mark Burke be elected as Vice Chair of the Events Committee.

3. TO RECEIVE APOLOGIES

Apologies were received from Cllr M. Burke and I, Smith.

4. DECLARATIONS OF INTEREST

There were no declarations of interest received.

5. MINUTES OF PREVIOUS COMMITTEE MEETING

It was **UNANIMOUSLY RESOLVED** that the minutes of the Events Committee meeting held on 18th May 2022 be agreed as a correct record and signed by the Chair.

6. PRESCOT CARNIVAL 2022

The Deputy Town Clerk updated committee members with the action plan for this year's carnival and discussed activities/service providers along with the task list for the day of the carnival.

The meeting closed at 6:43 p.m.

Dated:

Signed:.....
(Cllr T. Murray, Chair of Events Committee)

PRESCOT TOWN COUNCIL

TOWN COUNCIL MEETING

30TH JUNE 2022

REPORT TITLE:

Announcements from the Town Clerk

BACKGROUND TO THE REPORT

Members will be aware that at each meeting of Council, the Town Clerk provides an update on the work which officers have progressed since the last meeting of council.

PURPOSE OF THE REPORT

To update Members on the work which officers have progressed since the last meeting of Council.

REPORT PREPARED BY:

Alex Spencer – Town Clerk

1. Local Democracy Project 2022

Since the last meeting of Council in May 2022, the Town Clerk working alongside Cllrs J Burke and P Cook have completed three Local Democracy Project workshops with St Mary & St Paul's Primary School, Our Lady's Catholic Primary School and St Luke's Roman Catholic Primary School.

The overarching aims of the project are to give pupils an understanding of what Prescot Town Council does, in addition to empowering pupils to become more involved in shaping their community.

The format for each workshop is:-

- An introductory presentation on the history and operations of Prescot Town Council
- A tour of Prescot Town Hall
- Breakout sessions to give an understanding of the role of Mayor, Councillor and Town Clerk
- Forming a council motion for improving parks
- School quiz based on information presented
- Council meeting for presentation of council motions.

At the end of each workshop, pupils are awarded a certificate for successfully completing the Local Democracy Project.

Officers have produced a feedback form, which is handed to each school at the conclusion of each workshop. To date, feedback received has been excellent with staff feeling that pupils engaged throughout and obtained a good understanding of what Prescot Town Council does and how pupils can become involved in shaping their community. Any suggestions given by the school on how the project could be improved have been incorporated into the running on the next workshop.

In conclusion, the project has proved extremely successful and the overarching aims of the project have been achieved.

2. Play Area Improvements at Browns Field

As reported to Council in May 2022, works to improve the play area at Brown's Field commenced on 6th June 2022.

Prior to works starting, working in partnership with Knowsley Council, officers letter dropped neighbouring properties to Brown's Field making them aware of works, informing that the play area will be closed and apologising for any inconvenience caused.

Four queries were received as a result of this letter drop, all of which were answered by officers at the time.

Officers have liaised with Knowsley Council whilst works are ongoing to understand what works have been completed and determine whether the 10 week timeframe for completion will be met. At the time of writing, all works are on schedule.

3. Prescot Carnival 2022

Officers have worked extremely hard in the planning and logistics of the Prescot Carnival.

An action plan detailing actions and assigning officers/councillors was presented to and approved by Events Committee on 15th June 2022.

PRESCOT TOWN COUNCIL

TOWN COUNCIL MEETING

30th JUNE 2022

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

Alex Spencer – Town Clerk

MAYORAL ENGAGEMENTS

Date	Organisation	Event Name
02/06/2022	Mal Fleet	80 th Birthday Party
17/06/2022	Prescot Festival of Music & the Arts	Dr Jazz and the Cheshire Cats Jazz Concert
18/06/2022	Prescot Festival of Music & the Arts	Choral Spectacular
19/06/2022	Prescot Festival of Music & the Arts	Liverpool Bach Collective
20/06/2022	Prescot Festival of Music & the Arts	Primary School Choir Festival
21/06/2022	Prescot Festival of Music & the Arts	Young Instrumentalist of the Year
22/06/2022	Prescot Festival of Music & the Arts	Film Screening – Violent Playground
23/06/2022	Prescot Festival of Music & the Arts	Barn Dance
24/06/2022	Prescot Festival of Music & the Arts	Foden's Band Concert
24/06/2022	Halewood Town Council	Mayor's Charity Launch
25/06/2022	Prescot Festival of Music & the Arts	Songs from the shows with BOST
26/06/2022	Prescot Festival of Music & the Arts	Festival finale with Phoenix Concert Orchestra
26/06/2022	Prescot Town Council	Prescot Carnival
01/07/2022	HC One	Fazakerley House Open Day
09/07/2022	Individually Youth	The Lion, the Witch & the wardrobe show

PRESCOT TOWN COUNCIL

TOWN COUNCIL MEETING

30th JUNE 2022

REPORT TITLE:

Planning Applications

BACKGROUND TO THE REPORT:

The Town Council are a primary consultee for all planning applications within the Town of Prescot. 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

Prescot Town Council
Prescot Town Hall
1 Warrington Road
Prescot
Merseyside
L34 5QX
0151 426 3933

Our Ref : 22/00366/FUL

Date: 22 June 2022

Dear Sir/Madam

TOWN AND COUNTRY PLANNING ACT 1990

PROPOSAL: VARIATION OF CONDITION 8 (PART A AND C) OF PLANNING PERMISSION 20/00411/FUL TO ALLOW FOR CHANGES TO PERMITTED OPERATIONAL HOURS TO 07:00 TO 24:00 ON ANY DAY AND UNTIL 01:00 FOR A MAXIMUM OF 12 DAYS PER YEAR; AND CHANGES TO THE PERMITTED HOURS FOR DELIVERIES/REMOVALS (INCLUDING BUT NOT LIMITED TO REFUSE COLLECTION) TO 07:30 TO 24:00 ON ANY DAY AND UNTIL 01:00 FOR A MAXIMUM OF 12 DAYS PER YEAR)

LOCATION: Shakespeare North Playhouse, Prospero Place, Prescot, Knowsley, L34 3AB,

This is a formal consultation in respect of the above planning application. The application forms and any drawings submitted with it can be viewed via the internet on our website at:

<https://planapp.knowsley.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RDKCM9IX0MW00>

(Please be aware that applications may take upto 3 days before they are available)

Please send any response you may have via e-mail to: dcconsultations@knowsley.gov.uk

If no reply is received within 21 days, the application will be determined on the assumption that you do not wish to submit any observations.

Should you wish to discuss the details of this application please contact Planning Services on 0151 443 2381.

Yours faithfully

Mark Cawood
Head of Planning Services

PRESCOT TOWN COUNCIL**TOWN COUNCIL MEETING****30th JUNE 2022****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

30th JUNE 2022

REPORT TITLE:

Community Fund Bids

BACKGROUND TO THE REPORT:

Funding Applications have been received from:

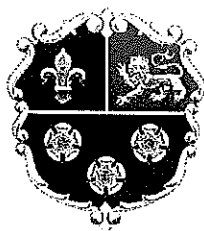
- Prescott Hockey Juniors

PURPOSE OF REPORT:

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

REPORT PREPARED BY:

Alex Spencer – 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 De La Salle School, Mill Brow, Eccleston, WA10 4QH
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?	185 members Field hockey of all ages 6 - 75 League hockey across the North and North West Run 15 teams across all ages and abilities.
Which area of Prescot are you based in?	55+ Club Members from Prescot and Whiston.
Bank Details:	Sort Code: Account Number: Account Name:

SECTION 2 – Your Project	
Project Name:	Junior Hockey Training & Equipment
When will this take place?	June 2022 - December 2023 and ongoing benefit

<p>Please give details and costs of the activities and / or equipment that you are applying for:</p>	<p>Prescot Hockey Club ladies and mens first teams have been promoted to North West Pennine League D1 (the highest ever league placing in 70 years!).</p> <p>We have had players of all abilities join the club in the last 12 months off the back of this success and this has included an influx of under 15s (ages 6 to 14). We had a junior section already but it has now doubled in size to around 45 under 18s.</p> <p>To cater for these new juniors we need a range of training equipment such as bibs, junior balls x 20 (£119.90) ladders, cones, goalie sticks x 2 (£132.00), carry box x 2, junior sticks x 10 (£179.95)</p> <p>https://www.halfords.com/tools/garage-equipment/breakdown-essentials/rolson-25kg-folding-boot-cart-826369.html</p> <p>https://www.hockeydirect.com/collections/junior-hockey-sticks/products/grays-rouge-ultrabow-junior-hockey-stick</p> <p>https://www.hockeydirect.com/collections/grays-hockey-balls/products/grays-emoji-hockey-ball</p> <p>https://www.crickethockey.com/en/young-ones-f2-goalie-stick-2019-20?fast_search=fs</p>	
<p>How will this project make a difference in your community?</p>	<p>As we continue to grow as a club and attract even more junior players from Prescot, Whiston and surrounding areas and we've agreed a Memorandum of Understanding between ourselves and Prescot & Odyssey Cricket club to have juniors play both sports all year round.</p> <p>Prescot Hockey Club are now at the Fourth Tier nationally which is a huge achievement.</p> <p>By default, we are now playing much higher quality teams and continue to promote Prescot across the whole of the North West from Keele to Keswick.</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>185+ club members at all levels.</p>	

<p>How much funding are you asking for? (Max £500 please include an itemised list of costs to support your request)</p>	<p>£480.00 contribution the junior hockey coaching kit & equipment:</p> <p>20 x 'emoji' junior ball £5.95 each = £119.90 10 x Adidas Junior sticks £17.95 = £179.50 2 x Junior GK sticks £66 each = £132.00 1 x heavy duty carry box £15 A variety of cones, bibs and training aids £35 (links to items above)</p>	
<p>Have you secured funding from anyone else?</p>	<p>Yes, we have set aside £750.00 from club funds for a full junior goalkeeper kit and another £550 to cover pitch hire at De La Salle for 12 months</p>	
<p>How will your project recognise the support of the Town Council</p>	<p>The Prescott Town crest already features on the club shirts. Website links, twitter, Insta and facebook. PR with local press.</p>	
<p>Who will be running the activity?</p>	<p>Unpaid Volunteers</p>	<p>How many 18</p>
	<p>Paid Volunteers</p>	<p>How many 0</p>
	<p>Paid Staff</p>	<p>How many 0</p>

Declaration:

<p>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.</p>	<p>Signed: David Johnson</p>	
	<p>Position: Executive Vice President</p>	
	<p>Date: 2nd May 2022</p>	

You can return your form:

<p>By Post:</p>	<p>Town Clerk Prescot Town Council Prescot Town Hall 1 Warrington Road Prescot L34 5QX</p>
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By Email:	enquiries@prescot-tc.gov.uk
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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****30th June 2022****REPORT TITLE:**

Annual Governance & Accountability Return – Section Two

BACKGROUND TO THE REPORT

The Accounts and Audit Regulations 2015 came into force on 1st April 2015 and are applicable for the annual return for the year ending 31 March 2022. The regulations state that the Council as a whole body must approve the Annual Governance & Accountability Return.

Section One of the Annual Governance & Accountability Return – Annual Governance Statement 2021/22 was approved by Council in May 2022.

PURPOSE OF THE REPORT

This report provides members with Section Two of the Annual Governance & Accountability Return – Accounting Statements for 2021/22.

REPORT PREPARED BY:

Alex Spencer – Town Clerk

PRESCOT TOWN COUNCIL

Annual Accounting Statement for 2021/22

1. INTRODUCTION

- 1.1 The Accounts and Audit Regulations 2015 came into force on 1st April 2015 and are applicable for the Annual Governance & Accountability Return for the year ending 31 March 2022. The regulations state that the Council as a whole body must approve the Annual Governance Statement (Section One) and Accounting Statements (Section Two).
- 1.2 Section One - The Annual Governance Statement 2021/22 was approved by Council in May 2022.
- 1.3 Section Two – Annual Accounting Statement 2021/22 is now before Members for approval.
- 1.4 Once approved, both sections will be submitted to the external auditor.
- 1.5 Although approved by Council, these accounts remain audited. Nevertheless, council is duty bound to publish an unaudited copy of its accounts.

2. THE ANNUAL GOVERNANCE STATEMENT

- 2.1 The Annual Accounting Statement acknowledges elected members responsibility for the preparation, monitoring, and approval of council accounts.
- 2.2 The Annual Accounting Statement requires approval by council, before being authorised and signed off by the chair of the approving council meeting.
- 2.3 The Annual Account Statement must be submitted to the external auditor no later than 2nd July 2022.
- 2.4 The Annual Accounting Statement is attached to this report as appendix one.

3. RECOMMENDATIONS

3.1 Under the requirements of the Accounts and Audit (Amendment) (England) Regulations 2015, members consider the information contained within the Annual Accounting Statement and resolve to:-

- Approve the Annual Accounting Statement 2021/22 and
- Submit the Annual Accounting Statement 2021/22 to the external auditor.

Section 2 – Accounting Statements 2021/22 for

Prescot Town Council

	Year ending		Notes and guidance	
	31 March 2021 £	31 March 2022 £		
1. Balances brought forward	159,352	214,377	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.	
2. (+) Precept or Rates and Levies	293,254	307,234	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.	
3. (+) Total other receipts	28,373	74,088	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.	
4. (-) Staff costs	145,060	143,583	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.	
5. (-) Loan interest/capital repayments	34,010	34,010	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).	
6. (-) All other payments	87,534	141,686	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).	
7. (=) Balances carried forward	214,377	276,421	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).	
8. Total value of cash and short term investments	163,531	281,810	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.	
9. Total fixed assets plus long term investments and assets	834,111	840,236	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.	
10. Total borrowings	348,333	325,253	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).	
11. (For Local Councils Only) Disclosure note re Trust funds (Including charitable)	Yes	No	N/A	The Council, as a body corporate, acts as sole trustee for and is responsible for managing Trust funds or assets.
				N.B. The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2022 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

Date

23/06/2022

I confirm that these Accounting Statements were approved by this authority on this date:

as recorded in minute reference:

Signed by Chairman of the meeting where the Accounting Statements were approved

