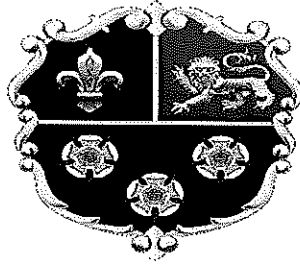


PRESCOT TOWN COUNCIL



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

Telephone: 0151-426-3933

email: enquiries@prescot-tc.gov.uk

Dated this 22nd Day of September 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 29th September 2022

at

Prescot Town Hall

commencing at 6.00 p.m.

A handwritten signature in black ink, appearing to read 'Alex Spencer', written in a cursive style.

Alex Spencer
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 Town Council held on Thursday 28th July 2022 as a true and accurate record of the business transacted.

5. **MINUTES OF THE COUNCIL COMMITTEE MEETINGS** Page (10-15)
To **NOTE** the minutes of the following Committee meetings:
 - Events Committee – 21st July 2022 – DRAFT
 - Finance, Policy and Human Resources Committee – 21st July 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** 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.

FOR INFORMATION AND TO RECEIVE QUESTIONS FROM MEMBERS

9. **MAYORAL ENGAGEMENTS** Pages (16-17)

To receive the schedule of forthcoming Mayoral engagements.

FOR INFORMATION ONLY

10. **PLANNING APPLICATIONS** Pages (18-21)

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** the funding application from:

- Prescott Mission Christmas Dinner

13. **REPRESENTATIONS OF MALC AND LALC** Pages (28-29)

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

14. **SUMMER NEWSLETTER 2022** Pages (30-33)

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

15. **REVIEW OF DEATH OF SENIOR PERSON OF STATE** Pages (34-40)

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

16. **CHRISTMAS CLOSEDOWN 2022** Pages (41-42)

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

17. **MOTION FROM CLLR P. COOK AND CLLR I. SMITH – WAR MEMORIAL**
Pages (43-45)

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

18. **MOTION FROM CLLR J. BURKE – WINTER WARMING** Pages (46-47)

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

19. **PRESCOT CARNIVAL 2022 FEEDBACK REPORT** Pages (48-52)

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

20. **PRESENTATION FROM KNOWSLEY COUNCIL OFFICERS – FOOTBALL PLAYING PITCH STRATEGY FOR BROWNS FIELD**

Verbal

Phil Hurst and Jack McGovern will provide information on the football playing pitch strategy for Browns Field.

PRESCOT TOWN COUNCIL

TOWN COUNCIL MEETING

29th SEPTEMBER 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 28th July 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, 28th JULY 2022** in the **PRESCOT TOWN HALL**, commencing at **7.30 P.M.**

ELECTED MEMBERS PRESENT

Councillors C. Krelle, T. Large, I. Smith, L. Rigby, F. Wynn, T. Smith, P. Cook, T. Murray, and G. Wickens.

TOWN COUNCIL OFFICERS PRESENT

L. Sephton (Deputy Town Clerk)

36. TO RECEIVE APOLOGIES

Apologies were received from Cllrs M. Burke, J. Burke and K. Taylor.

37. PUBLIC OPEN FORUM

There were no members of the public in attendance.

38. DECLARATIONS OF INTEREST

Declarations of Interest were received from the following: -

- Cllr P. Cook for item 12 Funding Applications – Lady Margaret Bowling Club

39. MINUTES OF THE PREVIOUS COUNCIL MEETING

It was **UNANIMOUSLY RESOLVED** that the minutes of the previous council meeting held on 30th June 2022 be **APPROVED AND SIGNED** as a true and accurate record of the business transacted.

40. MINUTES OF COUNCIL COMMITTEES

There were no Committee meetings to be noted.

41. ANNOUNCEMENTS FROM THE LEADER

There were no announcements from the Leader.

42. **ANNOUNCEMENTS FROM THE TOWN CLERK**

Local Democracy Project 2022

The Local Democracy Project which the Town Clerk, working alongside Cllrs J Burke, P Cook and T Large has now concluded.

A total of five primary schools have participated in the project:-

- St Mary and St Paul's Primary School
- Our Lady's Catholic Primary School
- St Luke's Roman Catholic Primary School
- Prescott Primary
- Evelyn Primary School

The overarching aims and format of the project were reported to Members at the last meeting of Council in June 2022.

Officers have continued to assess the success of the project having received feedback from schools. All schools described the project as being excellent, with no further adjustments to its format being required.

Having spoken with headteachers in May this year, there is an intention to re-run the project with the new cohort of year 6 pupils in September. The Town Clerk, working alongside councillors, intends to make contact with schools to determine if they still want to commit to meeting in September.

In conclusion, the Local Democracy Project has proved extremely successful with all those who have participated.

Play Area Improvements at Browns Field

The Town Clerk has continued to liaise with both Knowsley Council officers and contractors who are progressing works to improve the play area at Browns Field.

The Town Clerk met on site with contractors on 18th July 2022 to determine whether timescales are still on track – which they are.

All play equipment as part of phase one has now been installed – however, given that the site is still under construction, this equipment cannot be used by the public.

The majority of ground works for the installation of safety surfacing are about to conclude, with safety surfacing set to be installed before the end of July.

Contractors will then move on to the second phase of play works (currently waiting for play equipment to be delivered).

The project is expected to be completed by mid-August 2022.

Meeting to Discuss Football Pitch Improvements and Community Hub at Browns Field

The Town Clerk and Deputy Town Clerk have held initial discussions with Knowsley Council, Berkley Football Club, and the Football Foundation to discuss improvements to football pitches and the installation of a Community Hub at Browns Field.

These discussions are in their infancy, but directly relate to Knowsley Council's Playing Pitch Strategy & Action Plan of September 2021.

The meeting was a positive one, and it was stressed by officers that before any funding bids were submitted or plans drawn up, the lease regarding Browns Field would need to be reviewed and approved. This was fully supported by representatives of Berkley FC and the Football Foundation who agreed that the likelihood of funding being awarded was unlikely given the current terms of the lease relating to Browns Field.

Moving forward, Knowsley Council officers are reviewing what work needs to be put in place to get funding up and running. This will include a full review of the lease relating to Browns Field

The Town Clerk and Deputy Town Clerk have stressed the importance of holding regular meetings to prevent inertia, and ensure that issues such as the lease, utilities, consultation with residents/interested groups are discussed at length.

We have also stressed the importance of Town Councillors being involved throughout, with regular presentations to Full Council being required.

Local Council Charter

The Town Clerk has discussed with fellow clerks within Knowsley the possibility of producing a Local Council Charter to help strengthen relations with Knowsley Council.

There is a consensus amongst local clerks that the response of Knowsley Council for issues raised by officers and/or town/parish councillors can be improved.

The purpose of the Charter would therefore be to set out expected standards from the local authority and to foster greater partnership working.

These discussions are in their infancy, but there is an intention to propose the production of a Local Council Charter at the next meeting of MALC in August.

Members will of course be involved in the production of such a document.

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

There had been no attendances to conferences or outside bodies.

44. **MAYORAL ENGAGEMENTS**

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

45. **PLANNING APPLICATIONS**

Application Ref	Location	Comments
22/00153/FUL	St Marys Vicarage / Church, Vicarage Place Prescott	Prescot Town Council would like to object to this on the grounds on Visual Amenity and that this is in a conservation area and there are concerns that the metal fencing is inappropriate for the land.
22/00398/FUL	21 Market Place Prescott L34 5SB	Deferred for clarification of the times stated.

46. **PLANNING DECISIONS**

There were no planning decisions for noting.

34. **FUNDING APPLICATIONS**

Cllr P. Cook left the room

It was **UNANIMOUSLY RESOLVED** to **APPROVE** the sum of £498.50 for the funding application from Lady Margaret Bowling Club.

Cllr P. Cook returned to the room

It was **UNANIMOUSLY RESOLVED** to **APPROVE** the sum of £500.00 for the funding application from Evolving Mindset CIC.

The meeting closed at 7.51 p.m.

Dated: 29th September 2022

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

PRESCOT TOWN COUNCIL

TOWN COUNCIL MEETING

29TH SEPTEMBER 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 **THURSDAY, 21st JULY 2022** in the **PRESCOT TOWN HALL**, commencing at **6:00 P.M.**

ELECTED MEMBERS PRESENT

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

ALSO IN ATTENDANCE

A. Spencer (Town Clerk)
L. Sephton (Deputy Town Clerk)

7. TO RECEIVE APOLOGIES

Apologies were received from Cllr F. Wynn.

8. DECLARATIONS OF INTEREST

There were no declarations of interest received.

9. MINUTES OF PREVIOUS COMMITTEE MEETING

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

10. PRESCOT CARNIVAL 2022 – FEEDBACK REPORT

It was **UNANIMOUSLY RESOLVED** to **APPROVE** the recommendations at 2.5 being :-

Using the powers granted to them under the terms of reference for Prescott Town Council Events Committee members should recommend to the full council that:

2.5.1. Members should offer any other points on lessons learned for consideration at the meeting. Members added the following points:

- There was not enough space around the fairground.
- Metal stakes are to be purchased for the arena area.
- More petrol is required for the generator.

2.5.2. The success of the carnival in attracting visitors and the setup, in its current format strongly suggests we should retain this method of organisation and delivery.

2.5.3. The success of the carnival in attracting visitors in June strongly suggests the carnival should run around the same time next year during the Prescott Festival of Music and Arts on either Sunday 18th June 2023 (Father's Day) or Sunday 25th June 2023 and members should agree a date to enable early planning of the event as this is the most fundamental decision taken in relation to the event. Members agreed to hold the Carnival on 25th June 2023.

2.5.4. Following the success of the West Lancs Dog Display team this year drawing in the crowds along with getting members of the audience involved in the show it is recommended that Members agree to hire them again for next year's Carnival to ensure their availability.

2.5.5 Following the success of the numerous free activities it is recommended that these are booked once again next year as follows:-

- 7 large inflatables with 4 members of staff – get some further quotations before booking.
- Climbing wall, Bungee Trampolines and Cannonball Airblasters
- Pedal go karts, crazy golf and gladiator duel
- Face painters x 3
- Members added that the Army Cadets should be booked in advance.

Members also approved to make a £100 payment to the band Juke who increased their performance time at short notice to accommodate the cancellation of some acts.

11. PRESCOT COMMUNITY RECOGNITION AWARDS

The Deputy Town Clerk discussed the arrangements for the Community Recognition Awards afternoon tea and confirmed numbers of guests along with member attendance.

The meeting closed at 7:10 p.m.

Dated:

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

PRESCOT TOWN COUNCIL

A meeting of the **FINANCE POLICY AND HUMAN RESOURCES COMMITTEE** for the **TOWN OF PRESCOT** was held on **THURSDAY 21st JULY 2022** in the **PRESCOT TOWN HALL**, commencing at **7:15 P.M.**

ELECTED MEMBERS PRESENT

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

ALSO IN ATTENDANCE

A. Spencer (Town Clerk)

1. ELECTION OF A CHAIRMAN

It was **UNANIMOUSLY RESOLVED** that:-

1. Cllr Christopher Krelle be elected as Chair of the Finance Policy & Human Resources Committee for the 2022/23 Civic Year.

2. ELECTION OF A VICE CHAIRMAN

It was **UNANIMOUSLY RESOLVED** that:-

1. Cllr Tom Large be elected as Vice Chair of the Finance, General Purposes and Human Resources Committee for the 2022/23 Civic Year.

3. TO RECEIVE APOLOGIES

Apologies were received from Cllr L. Rigby.

4. DECLARATION OF INTEREST

There were no declarations of interest received.

5. MINUTES OF PREVIOUS COMMITTEE MEETING

It was **UNANIMOUSLY RESOLVED** that:-

1. The minutes of the Finance, General Purpose and Human Resources Committee held on 10th March 2022 be agreed as a true and accurate record of the business transacted and signed by the Chair.

6. **MONTHLY BUDGET MONITORING STATEMENT**

The Town Clerk presented monthly budget monitoring up to the end of June 2022.

The Town Clerk highlighted the following areas of future expenditure for Members consideration:-

- a. Expenditure for Council's 2022/23 insurance renewal would be at a higher amount than budgeted for owing to new play equipment installation at Brown's Field.
- b. A quote of £1,500.00 for the fire escape stairwell to the rear of Prescott Town Hall had been obtained, with expenditure to come from Facilities Management cost centre.
- c. In consideration of both ongoing and future work, there would be a requirement for Council to obtain independent legal advice. Therefore the Town Clerk proposed obtaining costs from local solicitors for either annual service level agreement or hourly rate.

UNANIMOUSLY RESOLVED to:-

1. **NOTE** the budget monitoring statement. The statement could not be approved owing to misquoted figures relating to Salaries and Community Fund, and
2. **APPROVE** that the Town Clerk should obtain quotes for independent legal advice from local solicitors.

At 7.40pm Cllr M.Burke left the meeting

7. **ORDERS AND PAYMENT AUTHORISATION**

The Town Clerk presented orders and payments up to the 30th June 2022.

It was **UNANIMOUSLY RESOLVED to:-**

1. **APPROVE** the payment list as presented by the Town Clerk

8. **FACILITIES BOOKINGS**

The Town Clerk provided members with the quarterly list of facility bookings and the current income as at 30th June 2022.

It was **UNANIMOUSLY RESOLVED to:-**

1. **APPROVE** the bookings list as presented by the Town Clerk

9. **PROPOSED AMENDMENTS TO HONORARY FREEMAN / HONORARY FREEWOMAN OF THE TOWN POLICY**

Following Full Council Resolution in April 2022, The Town Clerk reviewed the existing Honorary Freeman / Freewoman of the Town Policy and put forward amendments to clarify the awarding of posthumous honours.

It was **UNANIMOUSLY RESOLVED** that the Town Clerk make the following amendments to the Honorary Freeman / Freewoman of the Town Policy:-

- a. *“The Place of birth or current abode of the nominee are not material factors in consideration of the title of “Honorary Freeman of the Town” or “Honorary Freewoman of the Town” should be awarded.”*
- b. *“The Awarding of Honorary Freeman of the Town or Honorary Freewoman of the Town, can only be made to persons who are living, and cannot be awarded posthumously.”*

It was further **UNANIMOUSLY RESOLVED** that:-

- a. As presented to members, proposed amendments to the both the policy and awarding procedure concerning posthumous awarding should be rejected
- b. The Honorary Freeman / Honorary Freewoman of the Town Policy should be reviewed annually, and
- c. The proposed policy control sheet should be extended to all council policies.

The meeting closed at 8.10 p.m.

Dated:

Signed:.....
(Cllr C Krelle – Chair of Finance Policy and Human Resources Committee)

PRESCOT TOWN COUNCIL

TOWN COUNCIL MEETING

29TH SEPTEMBER 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
Sunday 7 th August 2022	Knowsley Council	Knowsley Flower Show
Sunday 11 th September 2022	Knowsley Council	Ceremony to mark the formal proclamation of the new King
Thursday 15 th September 2022	Want That Dress	Fundraising event
Sunday 18 th September 2022	Knowsley Council	Service of Thanksgiving for Her Majesty the Queen
Friday 7 th October 2022	Breast Mates	Breast Cancer Awareness Fashion Show
Sunday 9 th October 2022	Knowsley Council	A Thousand Feet Deep – outdoor sound and vision spectacular

PRESCOT TOWN COUNCIL

TOWN COUNCIL MEETING

29th SEPTEMBER 2022

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 29.07.22

PRESCOT

APP.NO: 22/00301/FUL **CASE OFFICER: Andrew Hunt**
APPLICANT: M Ray Ltd
APP. TYPE: Full Application
LOCATION: Ray's Craft Bakery Ltd 39-45 High Street Prescot
PROPOSAL: DEMOLITION OF A SINGLE STOREY EXTENSION AND THE MAKING GOOD OF ADJOINING ELEVATIONS
WARD: Prescot North

View Here –

<https://planapp.knowsley.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=RBZ9SVI XLGZ00>

APP.NO: 19/00434/NMA1 **CASE OFFICER: Lee Osborne**
APPLICANT: Market Place Developments Ltd
APP. TYPE: Non-Material Amendment
LOCATION: Former HSBC 2 Ecclestone Street Prescot
PROPOSAL: NON-MATERIAL AMENDMENT TO PLANNING PERMISSION 19/00434/FUL (CHANGE OF USE OF BANK (USE CLASS A2) TO FORM TWO SEPARATE COMMERCIAL UNITS CONSISTING OF BASEMENT BAR (USE CLASS A4) GROUND FLOOR RESTAURANT (USE CLASS A3) CONVERSION OF FIRST FLOOR TOGETHER WITH SECOND AND THIRD FLOOR UPWARD EXTENSION TO FORM 8 NO RESIDENTIAL DWELLINGS) AMENDMENT SOUGHT TO ALLOW FOR CHANGES TO APPROVED PLANS INCLUDING EXTERNAL ALTERATIONS TO ELEVATIONS, WINDOWS AND DOORS TOGETHER WITH CHANGES TO INTERNAL LAYOUT TO FORM BASEMENT/GROUND FLOOR RESTAURANT
WARD: Prescot North

View Here –

<https://planapp.knowsley.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=RF2GKYI XFW00>

**KNOWSLEY METROPOLITAN BOUROUGH COUNCIL – WARD MEMBERS LIST PLANNING
APPLICATIONS – WEEKLY VALID LIST WEEK ENDING 05.08.22**

PRESCOT

APP.NO: 22/00416/ADV **CASE OFFICER: Andrew Hunt**
APPLICANT: Brookerflynn Architects
APP. TYPE: Advertisement Consent
LOCATION: M and S Simply Food 5C Cables Retail Park Steley Way
PROPOSAL: DISPLAY OF REPLACEMENT SIGNAGE COMRISING; 2NO INTERNALLY ILLUMINATED
FASCIA ALUMINIUM BOX SIGNS
WARD: **Prescot North**

View Here –

<https://planapp.knowsley.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=REN0YQIXMYJ00>

**KNOWSLEY METROPOLITAN BOUROUGH COUNCIL – WARD MEMBERS LIST PLANNING
APPLICATIONS – WEEKLY VALID LIST WEEK ENDING 12.08.22**

PRESCOT

APP.NO: 22/00473/FUL **CASE OFFICER: Andrew Hunt**
APPLICANT: Square Dot Consulting Limited
APP. TYPE: Full Application
LOCATION: Self Pick Veg 66 Eccleston Street
PROPOSAL: INSTALLATION OF A NEW SHOP FRONT
WARD: **Prescot North**

View Here –

<https://planapp.knowsley.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=RG1842IX0OZ00>

**KNOWSLEY METROPOLITAN BOUROUGH COUNCIL – WARD MEMBERS LIST PLANNING
APPLICATIONS – WEEKLY VALID LIST WEEK ENDING 26.08.22**

PRESCOT

APP.NO: 22/00184/FUL **CASE OFFICER: John Fleming**
APPLICANT: Mr Anthony Tristram
APP. TYPE: Full Application
LOCATION: 8 Speakman Way Prescot
PROPOSAL: CONVERSION OF GARAGE TO FORM HABITABLE ROOM
WARD: **Prescot North**

View Here –

<https://planapp.knowsley.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=R9CD42IXJZY00>

KNOWSLEY METROPOLITAN BOUROUGH COUNCIL – WARD MEMBERS LIST PLANNING APPLICATIONS – WEEKLY VALID LIST WEEK ENDING 09.09.22

PRESCOT

APP.NO: 22/00551/TCA **CASE OFFICER: Tom Skipworth**
APPLICANT: Livv Housing
APP. TYPE: Trees in Conservation Area
LOCATION: 27 Highfields (Land Facing) Prescot
PROPOSAL: REMEDIAL WORKS TO 1NO TREE
WARD: **Prescot North**

View Here –

<https://planapp.knowsley.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=RHTXRSIXOMX00>

KMBC PLANNING APPLICATIONS -WEEKLY VALID LIST WEEK ENDING 16.09.22

PRESCOT, WHISTON & CRONTON

APP. NO: 22/00510/FUL **CASE OFFICER: To be allocated**
APPLICANT: Mrs Leanne Bate
APP. TYPE Full Application
LOCATION: 27 Sutherland Road Prescot Knowsley
PROPOSAL: ERECTION OF FIRST FLOOR SIDE EXTENSION ABOVE EXISTING SINGLE STOREY SIDE EXTENSION
WARD: **Prescot North** **View Here - <https://planapp.knowsley.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RGUNN8IXGP400>**

APP. NO: 22/00528/FUL **CASE OFFICER: To be allocated**
APPLICANT: Mr Paul Concannon
APP. TYPE Full Application
LOCATION: 43 Hawthorne Road Prescot Knowsley
PROPOSAL: ERECTION OF SINGLE STOREY SIDE AND REAR EXTENSION
WARD: **Prescot North** **View Here - <https://planapp.knowsley.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RH88M7IXH0E00>**



PRESCOT TOWN COUNCIL**TOWN COUNCIL MEETING****29th SEPTEMBER 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

29TH SEPTEMBER 2022

REPORT TITLE:

Community Fund Bids

BACKGROUND TO THE REPORT:

Funding Applications have been received from:

- Prescott Mission Christmas Dinner

PURPOSE OF REPORT:

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

REPORT PREPARED BY:

Alex Spencer – Town Clerk

	<p>sweets (£25) 2 days before Christmas (to maximise opportunity for fresh produce.</p> <p>Families are identified by local primary schools, Children's Centre and Professionals with PTC Cllrs also able to refer residents who are in need.</p> <p>The cost of that initiative feeding 170 families on Christmas Day was £8500, and Prescott Town Council contributed £500.</p> <p>In December 2021 we delivered the same offer to 207 families at a cost of £50 per family (£10350)and PTC contributed £500 again, thank you!</p> <p>We are asking Prescott Town Council to support us again this year with the Maximum Community Grant to assist with delivering the initiative this year. As you are aware, the cost of living has increased massively and we envisage bags costing £55, meaning we need to raise an additional £1000 on top of the £10,000.</p> <p>Prescot Town Councils monies will pay toward the meat vouchers (keeping the £1 in Prescot).</p>
<p>Which area of Prescot are you based in?</p>	<p>This scheme is open to all areas of Prescot and Cllrs can also make referrals directly to us.</p>
<p>Bank Details:</p>	<p>Sort Code: Account Number Account Name: : Prescot Mission Christmas Dinner 2019</p>

SECTION 2 – Your Project	
<p>Project Name:</p>	<p>Prescot Mission Christmas Dinner 2020</p>
<p>When will this take place?</p>	<p>Butcher Voucher 2 weeks before Christmas Christmas Bag delivery Christmas week.</p>
<p>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</p>	<p>We will be providing 200 families with a butcher (or alternative for non-meat eaters) voucher 2 weeks before Christmas (£25) and Seasonal Fruit and Vegetables, A Christmas cake, Pringles, A box of Christmas Crackers & A carton of sweets and other goodies (£30) 2 days before Christmas (to maximise opportunity for fresh produce.</p>

	<p>Families will be identified by all of the local primary schools, Children's Centre and Professionals with PTC Cllrs also able to refer residents who are in need.</p> <p>The cost of this initiative of feeding 200 families on Christmas Day is £11,000, to date we have fundraised £8000 and have submitted funding applications to PTC and WTC.</p>														
<p>How will this project make a difference in your community?</p>	<p>We are all blatantly aware of the increase in the cost of living and inequalities in terms of people having to decide to heat or eat this year and Christmas time can become a massive stress and worry for many families who have limited incomes.</p> <p>This initiative will enable families who are struggling to have a Christmas Day Meal, the same as the rest of our community and hopefully reduce some of the stress and pressure they are finding themselves under.</p>														
<p>Who will mainly benefit from your project? (please tick the boxes that apply to your project)</p>	<table border="1"> <thead> <tr> <th data-bbox="655 869 1270 936">Groups</th> <th data-bbox="1270 869 1369 936"></th> </tr> </thead> <tbody> <tr> <td data-bbox="655 936 1270 987">Young People</td> <td data-bbox="1270 936 1369 987"><input type="checkbox"/>*</td> </tr> <tr> <td data-bbox="655 987 1270 1039">Older People</td> <td data-bbox="1270 987 1369 1039"><input type="checkbox"/>*</td> </tr> <tr> <td data-bbox="655 1039 1270 1090">General Community</td> <td data-bbox="1270 1039 1369 1090"><input type="checkbox"/>*</td> </tr> <tr> <td data-bbox="655 1090 1270 1142">Resident Association</td> <td data-bbox="1270 1090 1369 1142"><input type="checkbox"/></td> </tr> <tr> <td data-bbox="655 1142 1270 1193">Sports or Arts</td> <td data-bbox="1270 1142 1369 1193"><input type="checkbox"/></td> </tr> <tr> <td data-bbox="655 1193 1270 1227">Minority groups (e.g. LGBT, Disabled, BME)</td> <td data-bbox="1270 1193 1369 1227"><input type="checkbox"/></td> </tr> </tbody> </table>	Groups		Young People	<input type="checkbox"/> *	Older People	<input type="checkbox"/> *	General Community	<input type="checkbox"/> *	Resident Association	<input type="checkbox"/>	Sports or Arts	<input type="checkbox"/>	Minority groups (e.g. LGBT, Disabled, BME)	<input type="checkbox"/>
Groups															
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Resident Association	<input type="checkbox"/>														
Sports or Arts	<input type="checkbox"/>														
Minority groups (e.g. LGBT, Disabled, BME)	<input type="checkbox"/>														
<p>How many people will benefit from your project?</p>	<p>200 families so between 600 minimum to 800 people potentially.</p> <p>143 of the 207 families who received this offer last Christmas were from Prescot, 45 families were from Whiston and Whiston Town Council contributed £200 (at that time this was the maximum grant funding available from them). We have also applied to them this year (their £500 maximum grant has been reinstated) 1 was in Eccleston, 1 in St Helens, 2 in Rainhill and 15 were from Huyton. Knowsley Village council declined to support when originally asked.</p>														
<p>How much funding are you asking for? (Max £500 please include an itemised list of costs to support your request)</p>	<p>£500 as detailed above.</p>														
<p>Have you secured funding from anyone else?</p>	<p>We have raised £8000 already.</p>														
<p>How will your project recognise the support of the Town Council</p>	<p>The Town Council's logo will be displayed on our banners with all of our supporters and on all of our social media.</p>														

Who will be running the activity?	<input type="checkbox"/> *Unpaid Volunteers	How many 20
	<input type="checkbox"/> Paid Volunteers	How many
	<input type="checkbox"/> Paid Staff	How many

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: Thomas Smith	
	Position: Fund Raising Officer	
	Date: 29/7/22	

All successful applications will be required to submit proof of expenditure no later than 3 months after the project completion date. Failure to 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****29th SEPTEMBER 2022****REPORT TITLE:**

Councillor Representation to Merseyside Association of Local Councils (MALC) and Lancashire Association of Local Councils (LALC)

BACKGROUND TO THE REPORT

Members will be aware that both MALC and LALC ceased to meet during Covid-19.

With the lifting of pandemic restrictions, meetings of both MALC and LALC are being reconvened, and given that these organisations are driven by and are for councillors, member representation from Prescot Town Council is essential.

PURPOSE OF THE REPORT

To **APPROVE** Member Representation to MALC and LALC.

REPORT PREPARED BY:

Alex Spencer – Town Clerk

1. INTRODUCTION

Each civic year, Annual Council resolves membership to outside organisations which includes Merseyside Association of Local Councils (MALC) and Lancashire Associations of Local Councils (LALC).

As a result of the Covid-19 pandemic meetings of both MALC and LALC ceased. However, with the lifting of pandemic restrictions, both MALC and LALC are reconvening meetings both face-to-face and virtually.

At its meeting of Annual Council, Members resolved that the Town Clerk would attend meetings of MALC and LALC in the short term to ensure that there was Prescot Town Council representation.

The Town Clerk attended the first reconvened meeting of MALC in August at Halewood Town Council. Minutes from this meeting were shared with Members.

The next meeting of MALC has been scheduled for 5th October 2022 at Prescot Town Hall.

In advance of this meeting, confirmation of councillors who will sit on MALC and LALC is required.

One Member is required to sit on MALC, and one Member is to sit on LALC.

The same Member can sit on both MALC and LALC.

The Town Clerk is willing to continue to attend these meetings to support members. However, both MALC and LALC are member driven, and therefore member representation from Prescot Town Council is essential.

2. RECOMMENDATIONS

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

1. Review representation on or work with external bodies and arrangements for reporting back and
2. Confirm member representation to MALC and LALC and authorise the Town Clerk to confirm representation with MALC and LALC colleagues prior to MALC meeting on 5th October 2022.

PRESCOT TOWN COUNCIL**TOWN COUNCIL MEETING****29th SEPTEMBER 2022****REPORT TITLE:**

Summer Newsletter 2022

BACKGROUND TO THE REPORT

Prescot Town Council endeavours to produce a quarterly newsletter to keep residents and visitors informed about council operations and events.

This is the first newsletter for 2022/23 and Members are asked to consider the proposed articles within this report, before officers produce a newsletter incorporating photographs and in correct format.

PURPOSE OF THE REPORT

This report seeks Member approval of proposed articles for councils Summer Newsletter 2022.

REPORT PREPARED BY:

Alex Spencer – Town Clerk

1. INTRODUCTION

As members will be aware, Prescot Town Council endeavours to produce a quarterly newsletter for residents and visitors to help keep informed about council operations and events.

Officers have produced the proposed articles below and seek member approval that they should be incorporated into the Summer 2022 Newsletter.

Once articles have been approved, officers will go on to produce a newsletter in the normal format and with pictures included.

Newsletters will then be posted on social media platforms and hardcopy versions will be available at Prescot Town Hall.

2. PROPOSED ARTICLES FOR SUMMER 2022 NEWSLETTER

New Town Clerk Appointed (April 2022)

Prescot Town Council have appointed Alex Spencer as its new Town Clerk who has taken over from former Town Clerk and Honorary Freeman Daniel Wilson.

Alex was appointed in April 2022 and was previously employed by Maghull Town Council for 5 years as their Amenities Manager.

Alex said "I am really happy to have joined Prescot Town Council and I'm looking forward to carrying on the fantastic work which Dan, councillors and council staff have already started. There are some fantastic projects which have already been planned for or are in the pipeline, and I am really looking forward to being part of them in the coming months and years.

I'm obviously still settling in and getting to know Prescot as a place, but I'm really impressed by the diverse range of work of council and the commitment of councillors and staff.

I'd like to say a massive thank you to councillors, staff and wider partners who have all made me feel very welcome, and I look forward to working in the town for many years to come.

Local Democracy Project (May 2022)

Throughout April and May, Prescot Town Council delivered its Local Democracy Project to over 150 year 6 pupils from primary schools across the town.

The overarching aims of the project were twofold. Firstly, to educate pupils of the roles and responsibilities of Prescot Town Council, and secondly, to emphasise the importance of young people shaping decisions within their community.

Those who participated received a tour of Prescott Town Hall, participated in a quiz about the council and town, and even staged a mock council meeting where motions to improve parks and open spaces were put forward.

Feedback for the project from schools was excellent, and the Town Council intends to re-run the project within the new cohort of year 6 pupils in September 2022.

Return of Prescott Carnival (June 2022)

After a three year absence owing to the Covid-19 pandemic, the Prescott Carnival returned to its home of Brown's Field in June.

Thousands of residents and visitors flocked to the event organised by Prescott Town Council, which included live music, stand-up comedy, dance productions, dog shows, stalls, funfair and free family activities.

Cllr Joanne Burke, Mayor of Prescott Town Council said "the return of the Prescott Carnival is long overdue and we are delighted to have brought it back this year. The Covid-19 pandemic negatively impacted upon many council events and projects, and we're therefore pleased to bring some normality and fun back to the town in light of restrictions easing.

We're also proud to provide so many carnival attractions and activities for free - climbing walls, bouncy castles, sports activities and live entertainment – can all be enjoyed without a penny being spent; as these costs have been met by the Town Council."

Community Recognition Awards 2022 (July 2022)

Prescot Town Council was pleased to hold its annual Community Recognition Awards in July to celebrate individuals and groups who have made a real difference to the town.

The event, held at Prescott Town Hall and attended by over 100 individuals and community groups, celebrates local people and groups who have gone above and beyond for the benefit of Prescott.

This year, the Prescott Citizen of the Year award was presented to Dorothy Krelle for her work in the Salvation Army, local churches, foodbank and support offered within the community.

The Community Group of the Year Award was presented to Evolving Mindset CIC for their mental health support services which have benefited individuals, business and the voluntary sector across the town.

Massive congratulations to Dorothy and Evolving Mindset on your awards!

School Uniform Recycling Project (August 2022)

Prescot Town Council have supported the Friends of Eaton Street Park to deliver the 2022 School Uniform Recycling Project.

This was the fourth year in which the project has been run and once again it has proven to be highly successful.

Uniform donations have been made via Prescot Town Hall or directly to the Friends of Eaton Street Park, who have recycled school uniforms throughout the school summer holidays ahead of the new academic year starting.

Playground Improvements Near Completion (September 2022)

Works to improve the children's play area at Brown's Field are nearing completion, with the playground expected to be fully open by the end of August.

These works will see £165,000.00 of new equipment, safety surfacing and street furniture installed and have been delivered in partnership by Prescot Town Council, the Friends of Brown's Field and Knowsley Council.

New swings, multi-play units, seesaws and roundabouts have all been installed as part of these works, and all partners are looking forward to see the response from the community.

Prescot Town Council Responds to Passing of HM Queen Elizabeth II (September 2022)

Prescot Town Council joined millions at home and worldwide in mourning the loss of Her Majesty Queen Elizabeth II.

Cllr Joanne Burke, Mayor of Prescot Town Council, published a statement expressing both sadness and gratitude on behalf of councillors and officers.

Books of condolence and areas to lay floral tributes were made available at Prescot Town Hall during the period of national mourning.

3. RECOMMENDATIONS

Using the powers granted under the Local Government Act 1972 members:-

1. Approve articles to be included within Prescot Town Council's Summer 2022 Newsletter; and
2. Delegate that officers produce a newsletter in the usual format which includes photographs relevant for each article.

PRESCOT TOWN COUNCIL

TOWN COUNCIL MEETING

29th SEPTEMBER 2022

REPORT TITLE

Review and Amendment of Council's Action Plan for the Death of a Senior Person of State.

BACKGROUND TO THE REPORT

To provide a review of how Council's Action Plan for the Death of a Senior Person of State was implemented upon the death of Her Majesty Queen Elizabeth II, and to seek resolution for how this action plan should be implemented moving forward.

PURPOSE OF REPORT

To **CONSIDER, AMEND** and **APPROVE** the Action Plan for the Death of a Senior Person of State.

REPORT PREPARED BY

Alex Spencer – Town Clerk

1. BACKGROUND

At its meeting of Annual Council in May 2022, Members resolved to adopt an Action Plan for the Death of a Senior Person of State which would extend to:-

- Her Majesty Queen Elizabeth II
- His Royal Highness Prince Charles, the Prince of Wales and
- His Royal Highness Prince William, the Duke of Cambridge

Comprehensive planning for the deaths of Queen Elizabeth II (Operation London Bridge) and the Prince of Wales (Operation Menai Bridge) had already been undertaken, and the action plan adopted by council reflected these plans.

Following Members' resolution to adopt the action plan, officers purchased items which would be needed upon the death of a senior person of state being announced. These included:-

- Portraits of Her Majesty the Queen, HRH Prince Charles and HRH Prince William
- Books of condolence
- Photograph frames
- Black ribbon
- Floral tributes

2. IMPLEMENTATION OF ACTION PLAN UPON THE DEATH OF HER MAJESTY QUEEN ELIZABETH II

Buckingham Palace announced the death of Her Majesty Queen Elizabeth II on 8th September 2022.

This announcement triggered the implementation of Council's Action Plan for the death of a Senior Person of State by the Town Clerk; which was implemented in agreement with the Leader of the Council and Mayor.

The following actions were taken upon the action plan being implemented:-

Date	Implemented Actions
8 th September 2022	Prescot Town Council website amended to incorporate black edging.
8 th September 2022	Statement from Cllr Joanne Burke uploaded onto Prescot Town Council Website.
9 th September 2022	Statement from Cllr Joanne Burke displayed at Prescot Town Hall and uploaded onto social media platforms.
9 th September 2022	Books of condolence made available for signing in Council Chamber (subsequently moved to first floor meeting room)

Date	Implemented Actions
9 th September 2022	Review of Mayoral Engagements during period of national mourning.
9 th September 2022	Town Clerk lays floral tribute on behalf of council officers
20 th September 2022	Prescot Town Council website is amended to remove statement from Cllr Joanne Burke and returns to normal format.
20 th September 2022	Books of condolence are collected and floral tributes are removed from Prescot Town Hall.

In short, Council's response to the announcement of Her Majesty Queen Elizabeth II was swift and was greatly assisted by officers purchasing items and preparing documents in advance of the announcement.

Despite this swift response, the Town Clerk will pursue the following areas moving forward to further aid the response:-

- a. Better liaison with the Lord Lieutenant's Office and more joined up working with Liverpool City Region – although officers responded to the announcement swiftly, officers responded following national media coverage and not local communication with the Lord Lieutenants Office or Knowsley Council.

The Town Clerk did contact former colleagues who indicated that Liverpool City Region authorities were placed on "stand-by" to implement their action plans. However, no communication was ever received from the Lord Lieutenants Office or Knowsley Council about how/when to implement action plans.

- b. Clarification with Knowsley Council regarding uploading of photographs and statement onto Prescot Town Council website.
- c. Liaison with Society for Local Council Clerks (SLCC) and National Association of Local Councils (NALC) to ensure council's adopted action plan reflects what has been agreed nationally.

3. ACTION PLAN FOR THE DEATH OF A SENIOR PERSON OF STATE MOVING FORWARD

Following the death of Her Majesty Queen Elizabeth II, officers recommend that Council continues to adopt an Action Plan for the Death of a Senior Person of State to provide a local response.

Given that Charles III has now ascended the throne, officers recommend that the action plan is amended and extended to:-

- His Majesty, King Charles III
- His Royal Highness Prince William, the Prince of Wales
- His Royal Highness Prince George of Wales

Given that detailed plans for the above are not yet released, officers further recommend that all other actions within Council's current Action Plan for the Death of a Senior Person of state remain in place pending clarification.

4. RECOMMENDATIONS

Using the powers granted under the Local Government Act 1972 members:-

1. Resolve to continue to have an Action Plan for the Death of a Senior Person of State
2. Resolve that the Action Plan is amended to extend to:-
 - a. His Majesty King Charles III
 - b. His Royal Highness Prince William, the Prince of Wales
 - c. His Royal Highness Prince George of Wales
3. Resolve that the Action Plan is implemented with these amendments, albeit that further amendments may be required once details of national plans become available.
4. Resolve that the Action Plan is reviewed annually.

Action Plan for the Death of a Senior Person of State

Theme	Discrete Action	Lead Officer	Second Officer	Implementation	Notes
Communication	Prescot Town Council amends its website and social media platforms to announce the death of Senior Person of State	Town Clerk	Admin Officer	Following official confirmation of death from British Broadcasting Corporation (BBC)	It will be necessary to obtain photographs of Person of State which can be uploaded onto council website.
	Statement from Mayor of Council is uploaded onto Prescot Town Council Website	Town Clerk	Admin Officer	Following official confirmation of death from British Broadcasting Corporation (BBC)	In addition, a statement from the Mayor of Prescot Town Council will need to be prepared to make uploading to website and social media platforms easier.
Local Grief	Flags will be lowered and raised in accordance with government guidance and timescales.	Town Clerk	Deputy Town Clerk	D+0 to ... In accordance with government guidance	Flags are in stock. Flagpoles will be erected on roof. The Town Clerk has made contact with Knowsley Council Planning officers to assess having permanent flagpoles located outside town hall.

Action Plan for the Death of a Senior Person of State

Theme	Discrete Action	Lead Officer	Second Officer	Implementation	Notes
	<p>An area on the outside of Prescott Town Hall will be cordoned off to enable floral tributes to be received.</p> <p>At the end of the national period of mourning, floral tributes will be collected and composted down.</p> <p>Government guidance has suggested a remembrance tree be planted and composted floral tributes be used (perhaps at Eaton Street Park or Brown's Field)</p>	Town Clerk	Admin Officer	D+1 to end of period of national mourning.	<p>Post period of national mourning, it will be necessary to purchase a tree to be planted in the suggested park of King George V.</p>
Local Grief (Continued)	<p>Books of condolence will be made available for signing in the Council Chamber of Prescott Town Hall.</p> <p>Within the Council Chamber will be:-</p> <ol style="list-style-type: none"> 1. Table draped in black table cloth 2. Portrait of senior person of state draped in black ribbon in top right 	Town Clerk	Admin Officer	D+1 to end of period of national mourning.	<p>All books of condolence will be collected at the end of the period of national mourning, and archived at Prescott Town Hall.</p> <p>No books of condolence will be sent to Buckingham Palace, as officials have indicated that these will be returned to the sender.</p>

Action Plan for the Death of a Senior Person of State

Theme	Discrete Action	Lead Officer	Second Officer	Implementation	Notes
Prescot Town Council Operations	hand corner. 3. Book of condolence 4. Floral tribute				
	Council Services will operate as usual, however it is acknowledged that officers may need to support members of the public re: books of condolence/enquiries.	Town Clerk	Admin Officer	D+1 to end of period of national mourning	During the period of national mourning, council services and meetings will operate as usual. Officers may however be diverted to support stewarding, enquiries etc.
	Councillors and council officers (should they choose to do so) will wear black armbands signifying that the council is in mourning.	Town Clerk		D+1 to end of period of national mourning	It will be necessary to purchase black armbands for councillors and officers
	The Mayor, whilst wearing council chains and attending official engagements, will cover the Prescot Town Council emblem with a black pouch – symbolising that the council is in mourning.	Mayor	Town Clerk		It will be necessary to purchase a black pouch and provide to Mayor.



PRESCOT TOWN COUNCIL**TOWN COUNCIL MEETING****29th SEPTEMBER 2022****REPORT TITLE:**

Christmas Closedown 2022

BACKGROUND TO THE REPORT

As members will be aware local government bodies across England and Wales traditionally have a period of closure between Christmas and New Year. Demand on services is much reduced during this time, which enables such a closure to be affected.

PURPOSE OF THE REPORT

To **CONSIDER** and **APPROVE** the proposed Christmas Closedown Period as stated within this report.

REPORT PREPARED BY:

Alex Spencer – Town Clerk

1. INTRODUCTION

As members will be aware local government bodies across England and Wales traditionally have a period of closure between Christmas and New Year.

Demand for council services at this time are much reduced and lack of availability of other similar agencies provides some barriers to completion of certain tasks.

It is common practice for such a closedown to be affected over Christmas particularly for non-front-line services along with the provision of concessionary leave to support this action.

2. PROPOSAL

In line with other public bodies in the local area it is proposed that Prescot Town Council closes from 5:00pm on Thursday 22nd December 2022 until 9:00am on Tuesday 3rd January 2023.

To achieve this period of closure, as in previous years members are asked to grant the provision of two ex-gratia concessionary leave days to officers. These days would be taken on 23rd and 28th December. The remaining 2 days being 29th and 30th of December will be taken as part of the individual officer's annual leave entitlement.

All groups who have block bookings at the Town Hall have indicated that they do not wish to use the facility during the period stated above.

Officers have however been approached by representatives from Prescot Mission Christmas who have requested that the Town Hall be used on Friday 23rd December to support their Christmas preparations. Should members resolve to agree this, key holding responsibility would pass to Cllr J Burke for this one day.

3. RECOMMENDATIONS

Using the powers granted under the Local Government Act 1972 members

1. Approve the closure of Prescot Town Hall from 5:00pm on Thursday 22nd December 2022 until 9:00am on Tuesday 3rd January 2023 and
2. Approve the use of Prescot Town Hall on Friday 23rd December 2022 to support Prescot Mission Christmas preparations, with key holding responsibility passing to Cllr J Burke on this day.

PRESCOT TOWN COUNCIL
TOWN COUNCIL MEETING
29th SEPTEMBER 2022

REPORT TITLE:

Motion from Cllrs P Cook and I Smith – Prescott Town Council support for petition concerning the relocation of War Memorial at St Mary’s Church.

BACKGROUND TO THE REPORT

In accordance with Prescott Town Council’s Standing Order 9b, on 9th September 2022 Councillors Pat Cook and Ian Smith provided the Town Clerk with written notice of a motion they 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:

Alex Spencer - Town Clerk

1. INTRODUCTION

In accordance with Prescott Town Council's Standing Order 9b, on 9th September 2022 Councillors Pat Cook and Ian Smith provided the Town Clerk with written notice of a motion they wished to be placed on the next Town Council agenda.

2. MOTION

I propose that Prescott Town Council supports the relocation of the war memorial located on the south side of St Mary's Church, to its original location in front of St Mary's Church.

As per the online petition established by the Friends of Prescott Cemetery and Churchyard, relocation is necessary because of the high prevalence of anti-social behaviour within the churchyard, the level of damage to the war memorial through vandalism, and finally, relocation will enable more people to view the memorial and pay their respects.

In August 2022, the Town Clerk circulated details of the online petition to all members and invited them to sign up individually, given that no Full Council meeting was scheduled until September and therefore no resolution could be made to support the petition as a Town Council.

However, councillors now have an opportunity to resolve that collectively Prescott Town Council should support this petition.

A link to the online petition has been included within this report, in addition to information taken directly from the petition website:

<https://chng.it/WbYqg6Sz>

Prescot's war memorial, the first war memorial to be erected in the United Kingdom and originally sited on the corner of Church Street and West Street was erected and unveiled on 9th September 1916. It was commissioned by Councillor William John Lucas, JP following approval from the council on 20th July 1915.

The memorial was commissioned to commemorate the brave and true men of Prescot who had fallen, and those who might yet pay the ultimate sacrifice for our town. It was built by Samuel Welsby of Widnes and was constructed of Aberdeen Granite. The Memorial features a full size soldier of the South Lancashire regiment with bayonet at the ready and stands at six meters high. Upon the memorial are the names of 152 local men who died in both world wars.

The Grade II listed memorial was moved as part of the urban redevelopment of Prescot town in the 1960's and was relocated to the south of the Grade I listed St. Mary's Church. This beautiful monument, in its present position, is now in danger of imminent damage.

For many years there has been vandalism at the back of the church. Steps are smashed on a regular basis and thrown about the area. Glass bottles are broken and obscene graffiti has been painted on the outside walls of the church. Youths gather in the area nightly; projectiles are thrown against the memorial and information lecterns. There have also been previous and regular instances where the bayonet has been struck and dislodged from the soldiers rifle.

Motorbikes and Quad bikes are often ridden around the area of the war memorial, Poppies around the memorial have been damaged or defaced, Signs erected by the war graves commission have had to be removed because of the continual damage. The Green Flag pole has also been broken down and Police are regularly called to the area. Despite this the vandalism continues.

Attempts to discourage vandals have been made; anti-vandal paint has been applied to railings in the Vestry Garden, however this has only resulted in glass bottles being thrown into the area and smashed, which causes damage to the headstones located within. The vandalism has indeed worsened with the recent development of the area to the south of the church. In addition the Friends of Prescott Cemetery and Churchyard (FOPCC) had their container broken into and on a second occasion subsequently set on fire, with the loss of all equipment and 14,000 poppies.

The FOPCC do not want to see the war memorial damaged in its current location. They regularly clear the area surrounding the war memorial of rubbish, glass and projectiles, and Knowsley Parks and Gardens conduct regular maintenance to the steps that are often smashed to prevent their use as projectiles. However, there is no CCTV in this area.

The new Shakespeare Theatre has now opened to the north of the church, and is being visited by many people who may never have set foot in our town previously. The War Memorial in its current location is largely hidden from the immediate view of those visiting Prescott, and an opportunity for those to soak up the history of our town is lost.

For all of the above reasons, we ask that the Grade II listed War Memorial, the first of its kind, be relocated to its original position in front of St. Mary's Church so that we might make Prescott's rich history more prominent to the residents and visitors, and to an area covered by CCTV to protect it from the ongoing vandalism south of the church.

Please support us to prevent damage to this historic structure and to protect the memory of those who fought in both world wars.

3. RECOMMENDATIONS

In accordance with the powers granted of the Local Government Act 1972 members are asked to:

1. Consider the motion put forward by Cllrs P Cook and I Smith and resolve there on.

PRESCOT TOWN COUNCIL**TOWN COUNCIL MEETING****29th SEPTEMBER 2022****REPORT TITLE:**

Motion from Cllr J Burke – Prescott Town Council to offer support during energy crisis.

BACKGROUND TO THE REPORT

In accordance with Prescott Town Council's Standing Order 9b, on 12th September 2022 Cllr J Burke provide the Town Clerk with written notice of a motion they 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:

Alex Spencer - Town Clerk

1. INTRODUCTION

In accordance with Prescott Town Council's Standing Order 9b, on 12th September 2022 Cllr J Burke provided the Town Clerk with written notice of a motion she wished to be placed on the next Town Council agenda.

2. MOTION

All across the land families are frightened of the hike energy bills are about to take. Many in our Prescott Community are already struggling to balance the books and some of my Cllrs colleagues here who are also volunteers within our community know that some families are literally choosing between Food and Heat.

Elderly and vulnerable people will be frightened to put the heating on in their homes and this council must do what we can to help. There are also many individuals who live alone and are isolated within our community whose psychological wellbeing and mental health may improve as a consequence of a communal coming together.

Therefore, I propose that Prescott Town Council offers support during this energy crisis by opening its doors on a Monday afternoon from 1pm until 4pm to allow our community to come inside a warm space and have a hot drink. Playing cards, dominoes and the like will be provided.

Council staff and councillors will serve drinks during this time. This will be reviewed in January in terms of cost implications and the council's ability to sustain the initiative moving forward.

3. RECOMMENDATIONS

In accordance with the powers granted of the Local Government Act 1972 members are asked to:

1. Consider the motion put forward by Cllr J Burke and resolve there on.

PRESCOT TOWN COUNCIL
TOWN COUNCIL MEETING
29TH SEPTEMBER 2022

REPORT TITLE:

Prescot Carnival 2022 Feedback Report

BACKGROUND TO THE REPORT

As members are aware the terms of reference for the Events Committee require a comprehensive report be produced following each event. The report will provide feedback on the event and recommendations for the future.

PURPOSE OF THE REPORT

To provide feedback to the Council in relation to the success of the event and seeks any further input members wish to make in relation to lessons learned.

REPORT PREPARED BY:

Louise Sephton – Deputy Town Clerk
Events Committee

PRESCOT TOWN COUNCIL

Prescot Carnival 2022 Feedback Report

1. INTRODUCTION

- 1.1 As members are aware the terms of reference for the Events Committee require a comprehensive report be produced following each event. The report will provide feedback on the event and recommendations for the future.

2. PRESCOT CARNIVAL

2.1 Attendance

This year's carnival was once again attended by well over 5,000 people despite the weather being overcast and windy for most of the day. As the carnival had not taken place for 3 years it was clear that the community was willing to come along and support the event this year.

2.2 Activities Undertaken

The carnival provided a wide variety of free activities for residents this year including: -

- 7 large inflatables
- Climbing wall, Bungee Trampolines and Cannonball Airblasters
- Pedal go karts, crazy golf and gladiator duel
- Face painters x 2
- Walk about Mascots x 3
- Entertainment programme including performances from West Lancs Dog Display Team, Steve Royle (BGT finalist), Juke Band and Urban Kingz Mixed Martial Arts Display
- Provided the opportunity for 34 market stalls including local charities, community groups, local police and food/drink providers
- Large Fun fair (payable)

2.3 Finance

The carnival has an allocated budget of £9,000 from the overall Events budget of £18,200. The total net cost of the Carnival has been calculated at £8,319.89.

Excluding the donation from the fairground (£1,500 traditionally given to the mayor's charity), the running of the event has generated a net income of £1,933.33 through

donations and sale of stall plots along with refunds for the Wheel of Death and van rental.

A full financial breakdown is attached as appendix 1.

2.4 Lessons Learned

We have learnt a number of lessons from previous years, so items listed below are in relation to the current year: -

- The hire of the Climbing Wall, Bungee Trampolines, Cannonball Airblaster, Pedal go karts, Crazy Golf and Gladiator dual activities were a great success with a constant stream of users and many people commenting on how many free activities were available on the day.
- The hire of the inflatables always proves very popular with attendees although this year there were only two staff to manage 7 inflatables. Although there were no incidents this year it would be prudent to request an increase in the number of staff which will result in a higher cost or to reduce the number of inflatables available for next year.
- The support from Knowsley Councils grounds maintenance team was fantastic. There were two operatives litter picking before, during and after the event. Feedback from residents following the event was that the park was left clean and litter free.
- The Mayor's Charity Stall was highly successful and raised £580. The decision to locate the stall alongside the main stall holders this year was following feedback from 2019 when the Mayor's stall was not as successful.
- Although we had performers cancel at short notice which reduced the performance schedule there was still enough entertainment to provide the spectators with a variety of performers along with music played by L35 radio in between performances. The dog display team once again proved very popular this year with the audience.
- A number of complaints were received following the event regarding parking around the site. The Town Council had erected no parking notices along South Avenue and included on the poster that no parking was available at the event. This could be discussed with Knowsley Council to receive advice on how this can be managed for next year.

- A number of complaints were received about the Fairground ride costs being increased later on in the afternoon and there was not enough space around the fairground. This will need to be raised with Arthur Silcock to ensure this does not happen next year.
- Metal stakes are to be purchased for the arena area.
- More petrol is required for the generator.

2.5 Recommendations

- 2.5.1. Members should offer any other points on lessons learned for consideration at the meeting.
- 2.5.2. The success of the carnival in attracting visitors and the setup, in its current format strongly suggests we should retain this method of organisation and delivery.
- 2.5.3. The success of the carnival in attracting visitors in June strongly suggests the carnival should run around the same time next year during the Prescott Festival of Music and Arts on Sunday 25th June 2023.
- 2.5.4. Following the success of the West Lancs Dog Display team this year drawing in the crowds along with getting members of the audience involved in the show it is recommended that Members agree to hire them again for next year's Carnival to ensure their availability.
- 2.5.5 Following the success of the numerous free activities it is recommended that these are booked once again next year as follows:-
- 7 large inflatables with 4 members of staff – get some further quotations before booking.
 - Climbing wall, Bungee Trampolines and Cannonball Airblasters
 - Pedal go karts, crazy golf and gladiator duel
 - Face painters x 3
 - Army Cadets
- 2.5.6 A £100 payment should be made to the band Juke who increased their performance time at short notice to accommodate the cancellation of some acts.