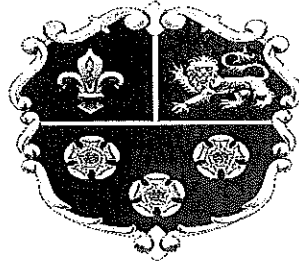


PRESCOT TOWN COUNCIL



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

Telephone: 0151-426-3933

email: enquiries@prescot-tc.gov.uk

Dated this 19th Day of January 2023

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 26th January 2023

at

Prescot Town Hall

commencing at 7.30 p.m.

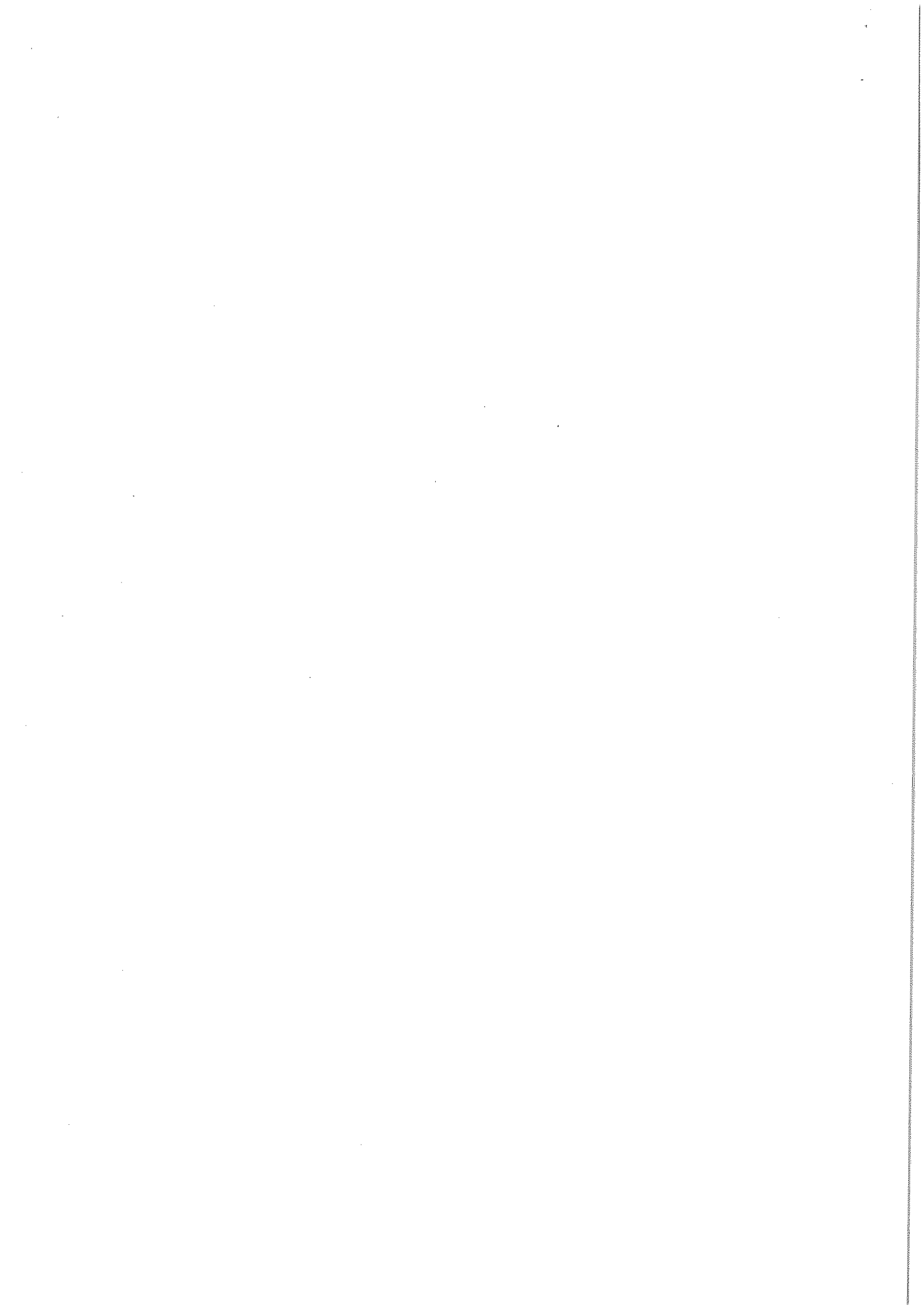
A handwritten signature in black ink, appearing to read 'Alex Spencer', written in a cursive style.

Alex Spencer
TOWN CLERK

A G E N D A

1	TO RECEIVE APOLOGIES	Verbal
2	PUBLIC OPEN FORUM To provide members of the public with the opportunity to ask questions of the Council.	Verbal
3	DECLARATIONS OF INTEREST <i>In accordance with Standing Order 5.k.iii, members are invited to indicate and interests they may have in relation to items on the agenda for the meeting.</i>	Verbal
4	MINUTES OF THE PREVIOUS COUNCIL MEETING To <u>APPROVE AND SIGN</u> the minutes of Town Council held on Thursday 11 th November 2022 as a true and accurate record of the business transacted.	Pages 4 - 9
5	MINUTES OF THE COUNCIL COMMITTEE MEETINGS To <u>NOTE</u> the minutes of the following Committee meetings: Finance, Policy & HR Committee – 21 st December 2022 (Draft)	Pages 10 – 12
6	ANNOUNCEMENTS FROM THE LEADER To receive announcements from the Leader of the Council. <u>FOR INFORMATION AND TO RECEIVE QUESTIONS FROM MEMBERS</u>	Verbal
7	ANNOUNCEMENTS FROM THE TOWN CLERK Members are asked to <u>CONSIDER</u> the report and <u>AGREE</u> the recommendations contained within.	Pages 13 - 15

8	<p>REPORTS AND PRESENTATIONS FROM REPRESENTATIVES AT CONFERENCES OR OUTSIDE BODIES</p> <p>To receive reports and presentations from representatives at conferences or outside bodies.</p> <p><u>FOR INFORMATION AND TO RECEIVE QUESTIONS FROM MEMBERS</u></p>	Pages
9	<p>MAYORAL ENGAGEMENTS</p> <p>To receive the schedule of forthcoming Mayoral engagements.</p> <p><u>FOR INFORMATION ONLY</u></p>	Page 16
10	<p>PLANNING APPLICATIONS</p> <p>Members are asked to <u>CONSIDER</u> any planning applications received and <u>AGREE</u> to make comment on those they feel require a response.</p>	Pages 17 - 18
11	<p>PLANNING DECISIONS</p> <p>Members are asked to <u>NOTE</u> any planning decisions received.</p>	Page 19
12	<p>FUNDING APPLICATIONS</p> <p>To <u>CONSIDER</u> and <u>APPROVE, DEFER</u> or <u>REJECT</u> the funding application from:</p> <ul style="list-style-type: none"> • Salvation Army • Prescot Community Church 	Pages 20 - 29



PRESCOT TOWN COUNCIL

TOWN COUNCIL MEETING

26th JANUARY 2023

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 11th November 2022

REPORTS PREPARED BY:

Alex Spencer – Town Clerk

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PRESCOT TOWN COUNCIL

A meeting of the **COUNCIL** for the **TOWN OF PRESCOT** was held on **THURSDAY, 24th NOVEMBER 2022** in the **PRESCOT TOWN HALL**, commencing at **6.00 P.M.**

ELECTED MEMBERS PRESENT

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

TOWN COUNCIL OFFICERS PRESENT

A. Spencer (Town Clerk)

PUBLIC GALLERY

None

81. TO RECEIVE APOLOGIES

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

82. PUBLIC OPEN FORUM

There were no members of the public in attendance, and no questions had been submitted in advance of the meeting.

83. DECLARATIONS OF INTEREST

Declarations of Interest were received from the following: -

- Cllr I. Smith – Item 10 – Planning Applications
- Cllr I. Smith – Item 12 – Community Funding Application

84. MINUTES OF THE PREVIOUS COUNCIL MEETING

It was **UNANIMOUSLY RESOLVED** that the minutes of the previous council meeting held on 27th October 2022 be **APPROVED AND SIGNED** as a true and accurate record of the business transacted.

85. MINUTES OF COUNCIL COMMITTEES

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

- Events Committee – 9th November 2022 – DRAFT

86. **ANNOUNCEMENTS FROM THE LEADER**

None

87. **ANNOUNCEMENTS FROM THE TOWN CLERK**

Meeting with Knowsley Council regarding Charter

The Town Clerk reported that he, alongside the clerks of Halewood Town Council, Knowsley Town Council and Whiston Town Council held a virtual meeting with Gemma Jones of Knowsley Council do discuss the development of a proposed council charter to foster closer working between Town/Parish Councils and the parent local authority.

As part of this meeting, it agreed that the Parish Council Liaison Committee would be reconvened so as to facilitate regular meetings with Knowsley Council councillors and officers.

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

None.

89. **MAYORAL ENGAGEMENTS**

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

Cllr I. Smith left the room.

90. **PLANNING APPLICATIONS**

Application Ref	Location	Comments
22/00241/FUL	Manik Kingsway, Prescot	No objections.
22/00361/ADV	7-9 Big Chippy, Warrington Road, Prescot	No objections
22/00564/CLD	9 Station Road, Prescot	No objections
22/00674/TCA	Prescot Cemetery, Manchester Road Prescot	No objections

Application Ref	Location	Comments
22/00656/FUL	29-45 M Rays Bakery Ltd High Street Prescot	Members sought clarity regarding the shop frontage given that works had already commenced. Members also sought clarification of whether the "Rays Bakery" motif to the side of the property would be retained as part of works.

91. **PLANNING DECISIONS**

None

92. **COMMUNITY FUNDING BIDS**

Prescot Historic Society

The Town Clerk presented an application by Prescot Historical Society for £300.00 of community funding to fund speakers until April 2023.

Having reviewed the application and liaised with the applicant, the Town Clerk confirmed that £90.00 of that being applied for was retrospective expenditure, which in line with the current policy, was excluded from community funding. Therefore, Members could only resolve to approve a maximum of £210.00.

The Town Clerk also confirmed that receipts against expenditure for previously awarded funding had been submitted.

It was **UNANIMOUSLY RESOLVED** to **APPROVE** the sum of £210.00 for the funding application from Prescot Historic Society.

Cllr I Smith rejoined the meeting.

93. **ANNUAL RISK ASSESSMENT 2022/23**

The Town Clerk confirmed that he and the Deputy Town Clerk had reviewed Council's Risk Assessment for 2022/23, and where appropriate had upgraded/downgraded risk levels having due consideration of control measures under the assessment.

It was **UNANIMOUSLY RESOLVED** to **APPROVE** the 2022/23 Annual Risk Assessment.

94. **REVIEW OF THE EFFECTIVENESS OF INTERNAL AUDIT 2021/22**

The Town Clerk confirmed that he and the Deputy Town Clerk had reviewed Council's internal audit framework for 2021/22 and recommended that this be taken forward for council's 2022/23 internal audit.

It was **UNANIMOUSLY RESOLVED** to **APPROVE** the 2021/22 internal audit framework, and that this be taken forward for 2022/23.

95. **APPOINTMENT OF THE INTERNAL AUDITOR FOR 2022/23**

The Town Clerk confirmed that council's internal auditor was appointed in July 2017, and although the work which he has completed to date has been exceptional, given that the appointment was made in 2017 and in line with financial regulations, it would be good practice to test the market in terms of cost and auditing framework.

The Town Clerk recommended that David Blanchflower be reappointed to complete the 2022/23 internal audit and that once completed, the market is re-tested.

It was **UNANIMOUSLY RESOLVED** to **APPROVE** the reappointment of David Blanchflower to complete the 2022/23 internal audit, and upon completion, that the Town Clerk tests the market to inform who should be appointed for the 2023/24 internal audit.

96. **APPOINTMENT OF THE INTERNAL AUDITOR FOR 2022/23**

The Town Clerk confirmed that council's internal auditor was appointed in July 2017, and although the work which he has completed to date has been exceptional, given that the appointment was made in 2017 and in line with financial regulations, it would be good practice to test the market in terms of cost and auditing framework.

The Town Clerk recommended that David Blanchflower be reappointed to complete the 2022/23 internal audit and that once completed, the market is re-tested.

It was **UNANIMOUSLY RESOLVED** to **APPROVE** the reappointment of David Blanchflower to complete the 2022/23 internal audit, and that once it was completed, that the Town Clerk tests the market to inform who should be appointed to complete the 2023/24 internal audit.

97. **MOTION FORM CLLR J. BURKE – STORAGE CONTAINER TO BE SITED AT PRESCOT TOWN HALL**

Cllr J Burke proposed the following motion:

I propose that Prescot Town Council sites a storage container on the carpark of Prescot Town Hall to provide additional storage and enable direct distribution for these

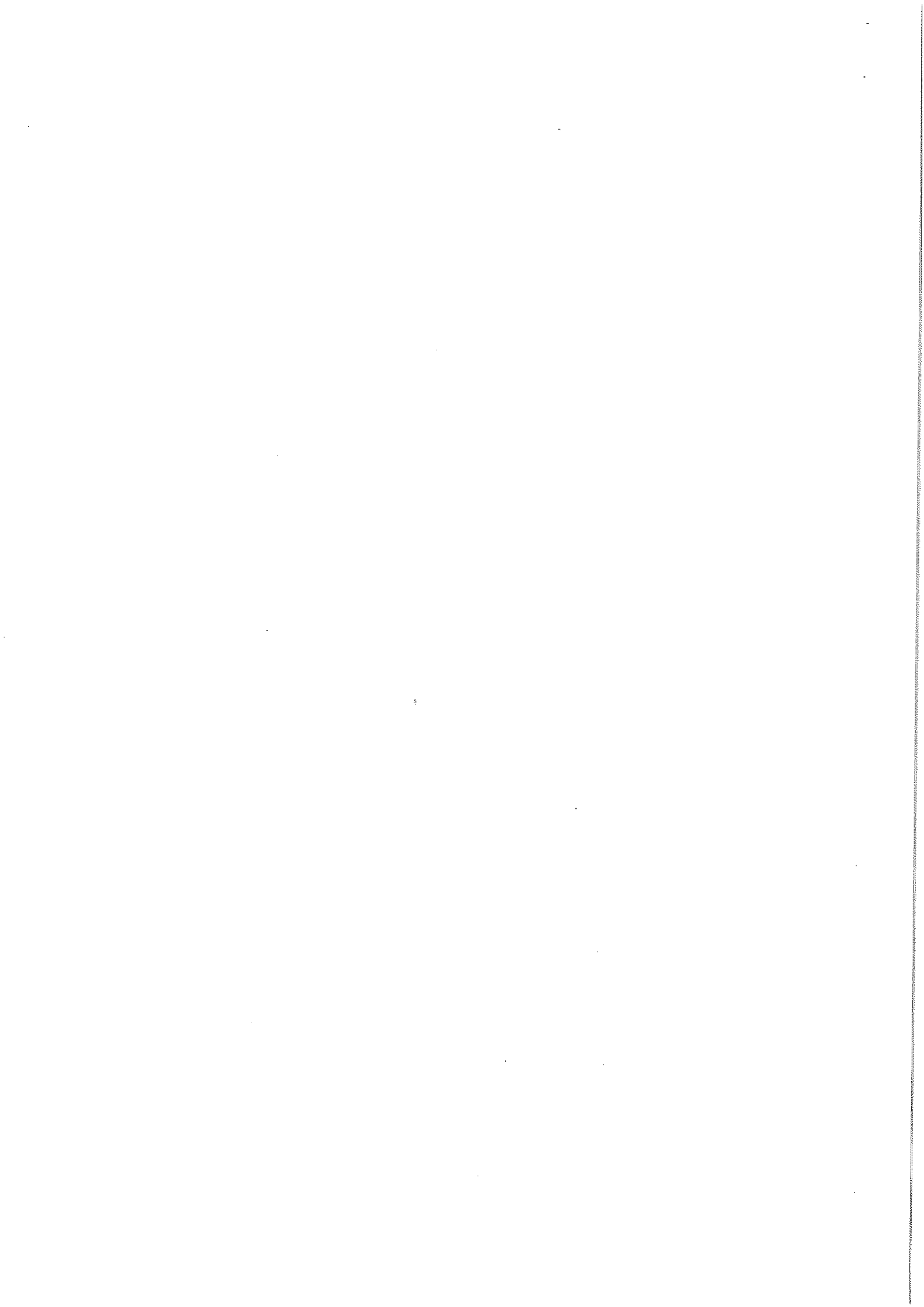
(school uniform recycling project, winter coat recycling project etc) and other potential future projects, and seek member resolution in principle.

It was **UNANIMOUSLY RESOLVED** that the Town Clerk be tasked with liaising with Britannia Fleet Removals and Knowsley Council with regards to the siting of 1 x smaller storage container at Prescott Town Hall, and that the container be sited as soon as possible with planning permission sought retrospectively.

The meeting closed at 7.14 p.m.

Dated: 26th January 2023

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



PRESCOT TOWN COUNCIL

TOWN COUNCIL MEETING

26th JANUARY 2023

REPORT TITLE:

Minutes of Committees

BACKGROUND TO THE REPORT:

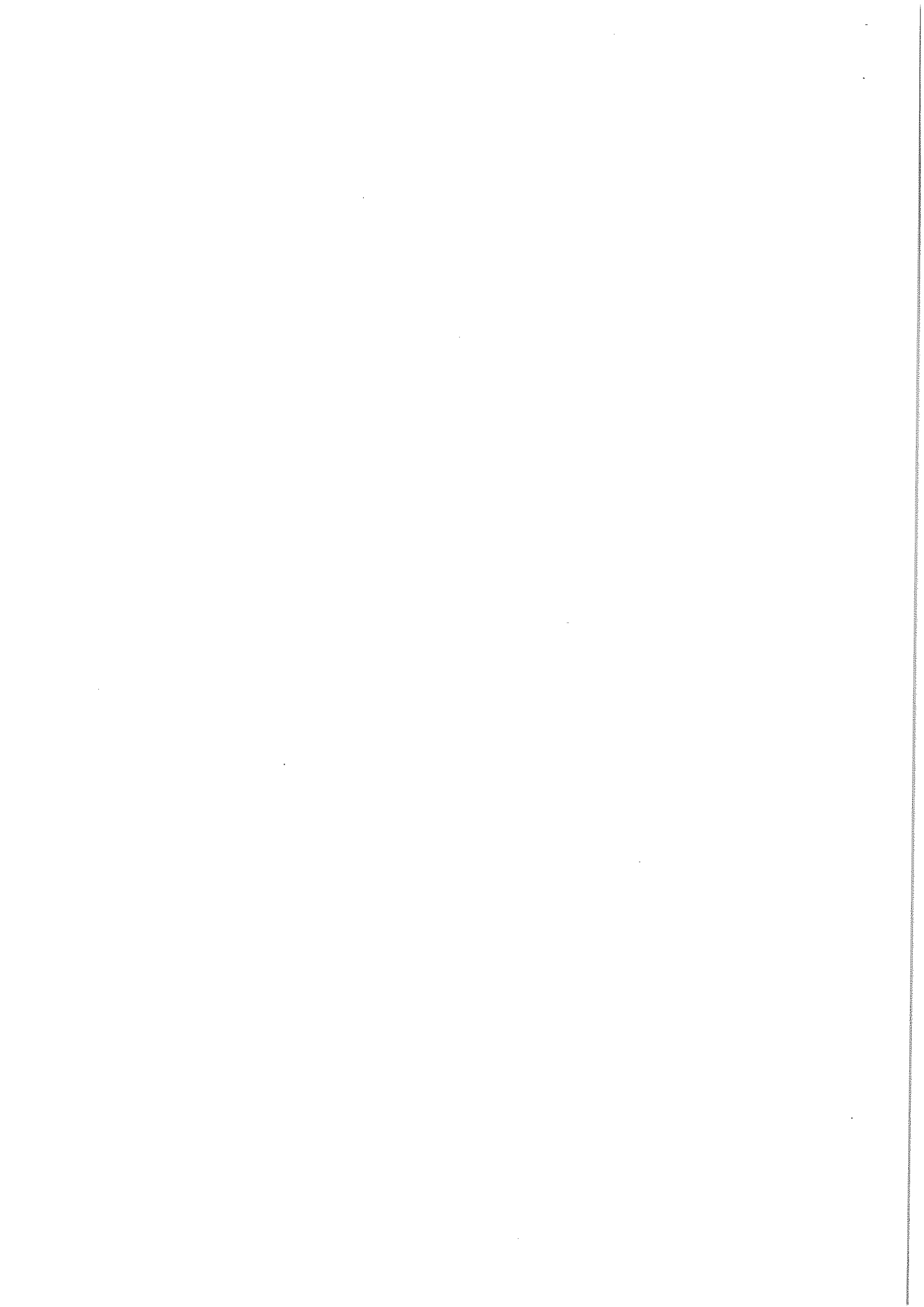
In order to ensure all members are kept up to date with the decisions reached by committees a copy of the minutes for each council committee meeting is provided.

PURPOSE OF REPORT:

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

REPORTS PREPARED BY:

Alex Spencer – Town Clerk



PRESCOT TOWN COUNCIL

An Extra-Ordinary of the **FINANCE POLICY AND HUMAN RESOURCES COMMITTEE** for the **TOWN OF PRESCOT** was held on **THURSDAY 21st DECEMBER 2022** in the **PRESCOT TOWN HALL**, commencing at **6:00 P.M.**

ELECTED MEMBERS PRESENT

None

ALSO IN ATTENDANCE

A. Spencer (Town Clerk)

1. **TO RECEIVE APOLOGIES**

Apologies were received from Cllrs J. Burke, M. Burke, C. Krelle, T. Large, T. Murray, I. Smith, T. Smith, G. Wickens.

2. **DECLARATIONS OF INTEREST**

Item not discussed owing to meeting not being quorate.

3. **MINUTES OF PREVIOUS COMMITTEE MEETING**

Item not discussed owing to meeting not being quorate.

4. **MONTHLY BUDGET MONITORING STATEMENT**

Item not discussed owing to meeting not being quorate.

5. **ORDERS AND PAYMENT AUTHORISATION**

Item not discussed owing to meeting not being quorate.

6. **FACILITIES BOOKINGS**

Item not discussed owing to meeting not being quorate.

7. **TOWN CLERK PERFORMANCE REVIEW AND CONTINUOUS PROFESSIONAL DEVELOPMENT**

Item not discussed owing to meeting not being quorate.

8. PROPOSED GRITTING AND SNOW CLERANCE POLICY 2022

Item not discussed owing to meeting not being quorate.

The meeting closed at 6.10 p.m.

Dated:

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

PRESCOT TOWN COUNCIL
TOWN COUNCIL MEETING

26th JANUARY 2023

REPORT TITLE:

Announcements from the Town Clerk

BACKGROUND TO THE REPORT

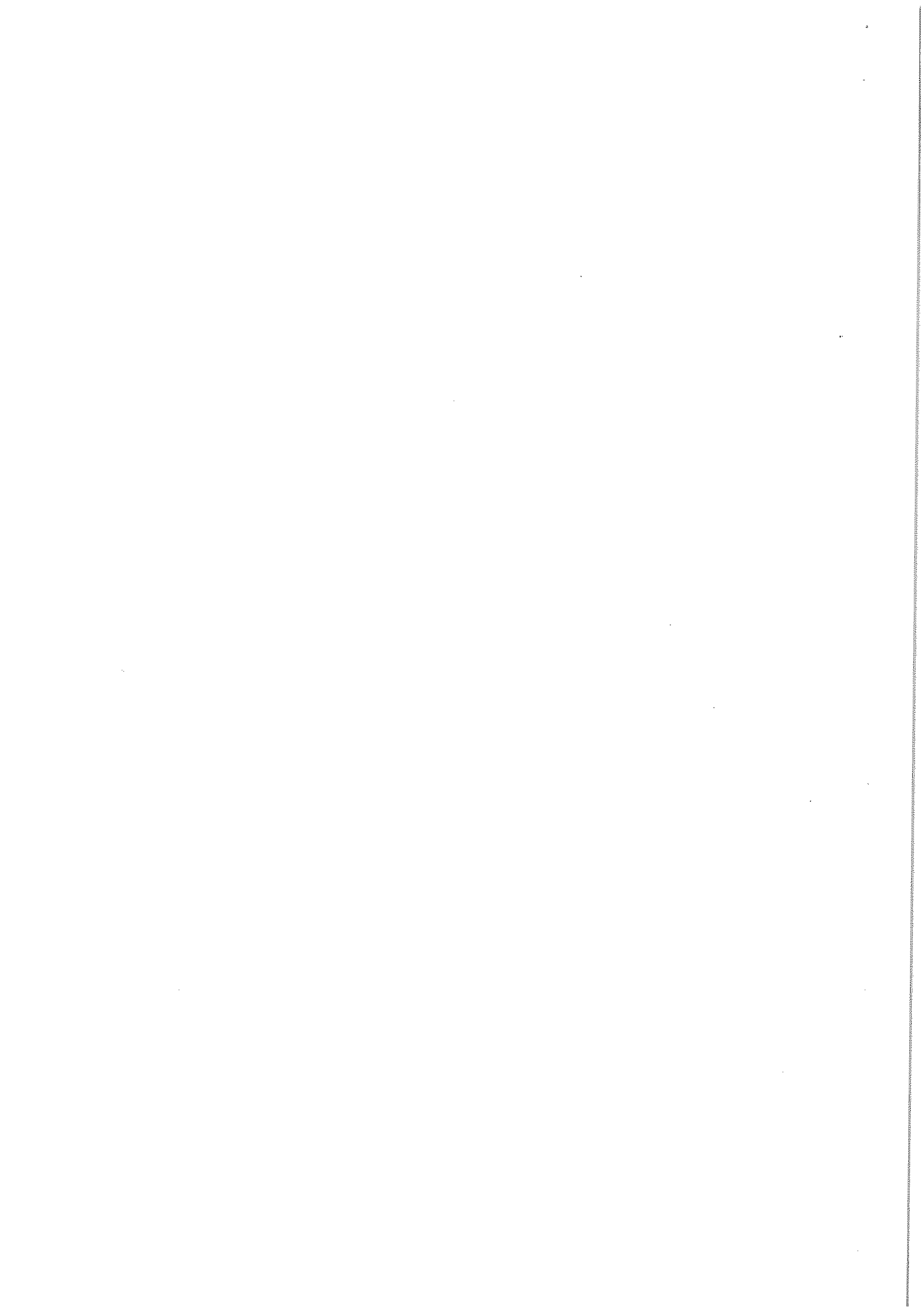
Members will be aware that at each meeting of Council, the Town Clerk provides an update on the work which officers have progressed since the last meeting of council.

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



BUDGET PLANNING 2023/24

The Town Clerk and Deputy Town Clerk have started budget planning for 2023/24 and will work with members in the coming weeks via a series of briefing workshops, to agree budgets for each nominal code, council's overall budget and the 2023/24 precept demand.

Provisional council tax base figures provided by Knowsley Council finance officers – albeit that these are subject to formal approval by Full Council on 25th January 2023 – will see an additional £12,000.00 generated with a 0% precept increase.

Briefing workshops with members are intended to comprehensively review expenditure during 2022/23 and accurate budget setting for 2023/24, thereby enabling an accurate and fair precept demand.

ASSET MAINTENANCE PLAN AND POLICY FOR DISPOSAL OF ASSETS

Directly linked to budget planning for 2023/24, the Town Clerk and Deputy Town Clerk are currently reviewing Council's Asset Register and general operations to develop an Asset Maintenance Plan for 2023/24 and beyond.

The Asset Maintenance Plan will acknowledge that assets tire, date or require replacement, and that a maintenance budget is required to either "keep on top" of assets or fund a replacement.

In support of the Asset Maintenance Plan and linked to Council's Financial Regulations will be a formal Disposal of Assets Policy, which will set out processes for when they are no longer needed by Council or can no longer be used.

MEETING WITH KNOWSLEY COUNCIL AND FOOTBALL ASSOCIATION REGARDING CHANGING ROOMS / COMMUNITY FACILITY AT BROWN'S FIELD

Members will recall at a meeting of Full Council in September 2022, Knowsley Council provided a presentation of proposals for the potential construction of changing rooms / a community facility at Brown's Field.

On 6th December 2022, the Town Clerk and Deputy Town Clerk met with representatives from Knowsley Council, the Football Foundation, Berkeley FC and Friends of Brown's Field to determine what progress has been with regards to these proposals for example

- What plans are in place for consulting with the community regarding proposals
- What commitment is Knowsley Council undertaking in terms of reviewing and amending the lease between Knowsley Council and Prescot TC regarding Brown's Field

- What progress has been made regarding a bid to the Football Foundation
- Are wider plans for the site in existence i.e. at Full Council in September 2022, Members were told of potential plans to fence areas of the park for dedicated football spaces.

Those attending were disappointed with the level of progress fed back during the meeting, as seemingly no progress had been made on what had been presented to members in September.

At the time of writing:-

- There are no plans for what may be potentially constructed at Brown's Field.
- There is no methodology for how consultation with the community should be undertaken.
- There is no Football Foundation funding bid being produced.
- There is a commitment by Knowsley Council to review and amend the lease relating to Brown's Field. For this reason, the appointment to provide legal services was presented and resolved by Finance, Policy and HR Committee on 19th January 2023.

To ensure that members are aware of what is happening with regards to potential proposals, the Town Clerks recommends that at least one member is nominated to attend any future meetings which are convened.

SITING OF CONTAINER AT PRESCOT TOWN HALL

Members will recall that at a meeting of Full Council in November 2022, Members resolved that the Town Clerk liaise with Britannia Fleet to site a container within the carpark of Prescott Town Hall.

This container would be used to support several council projects including school uniform recycling project and winter coat recycling project.

Unfortunately, despite both the Town Clerk and Cllr J Burke directly contacting Britannia Fleet on several occasions to arrange delivery, the container is still to be transported and sited.

The Town Clerk will however continue to contact Britannia Fleet and will update members accordingly.

1. RECOMMENDATIONS

- 1.1 Members are asked to consider and approve the report

PRESCOT TOWN COUNCIL

TOWN COUNCIL MEETING

26th JANUARY 2023

REPORT TITLE

Mayoral Engagements

BACKGROUND TO THE REPORT

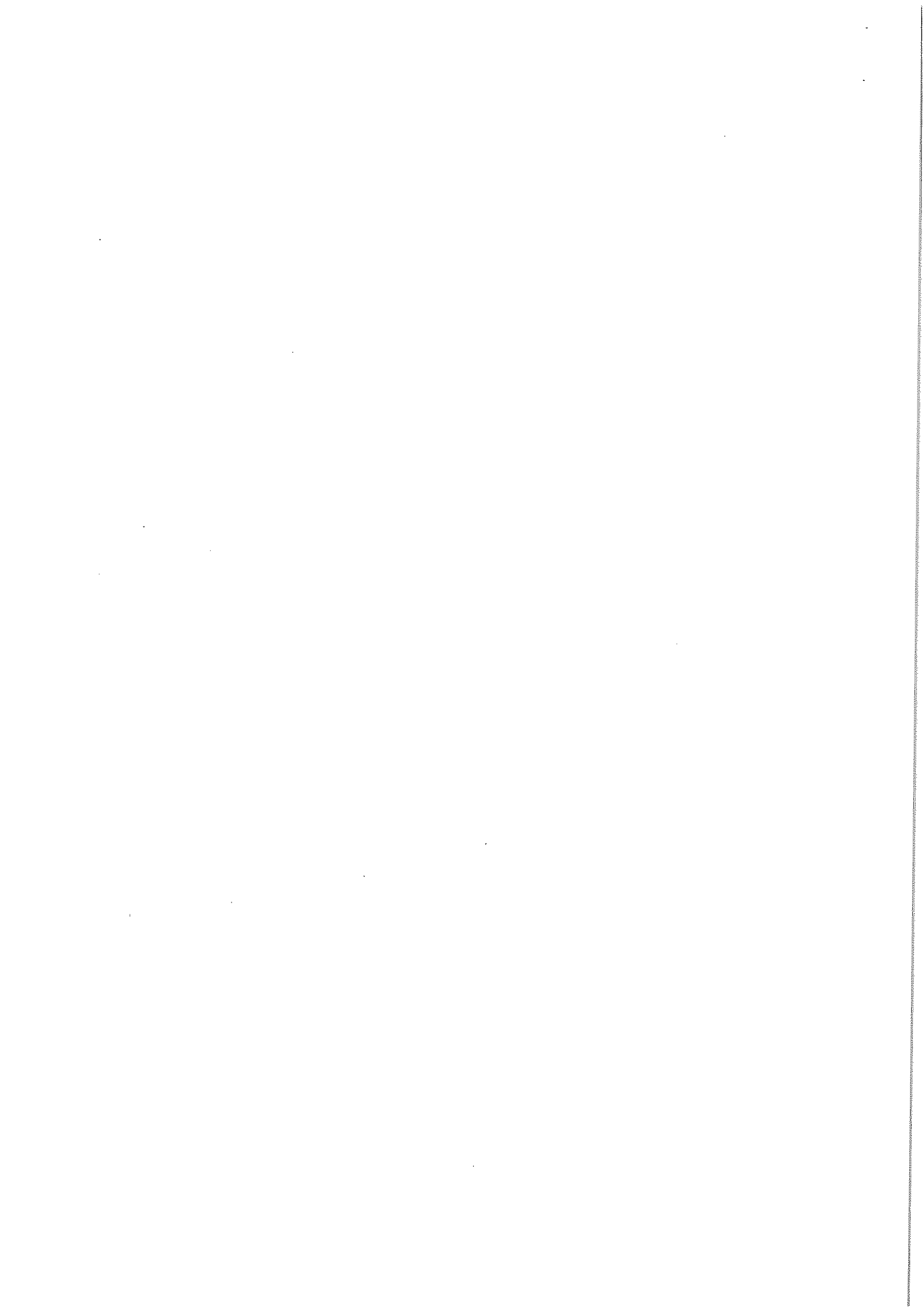
Details of Mayoral Engagements are attached.

PURPOSE OF REPORT

This report is submitted **FOR INFORMATION ONLY**

REPORT PREPARED BY

Alex Spencer – Town Clerk



PRESCOT TOWN COUNCIL

TOWN COUNCIL MEETING

26th JANUARY 2023

REPORT TITLE:

Planning Applications

BACKGROUND TO THE REPORT:

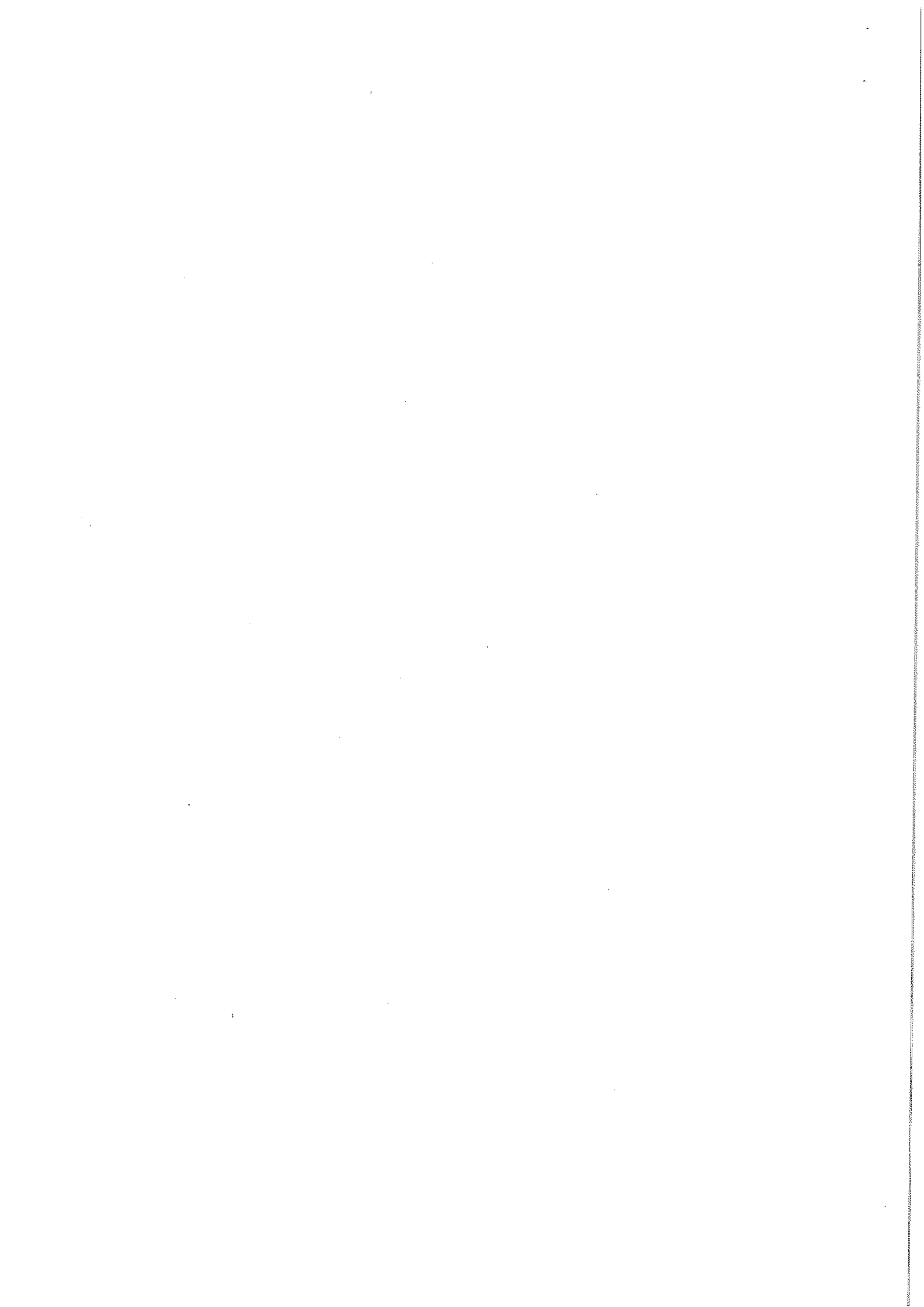
The Town Council are a primary consultee for all planning applications within the Town of Prescott. As such the local planning authority Knowsley Metropolitan Borough Council provides weekly updates on all applications received relating to the Town.

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 16.12.2022**

PRESCOT

APP.NO: 22/00729/FUL CASE OFFICER: To be allocated
APPLICANT: Stanley News
APP. TYPE: Full Application
LOCATION: Stanley News 52 Eccleston Street Prescott
PROPOSAL: INSTALLATION OF NEW SHOP FRONT
WARD: Prescott North

View Here –

<https://planapp.knowsley.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=RLULGMIXJUU00>

**KNOWSLEY METROPOLITAN BOUROUGH COUNCIL – WARD MEMBERS LIST PLANNING
APPLICATIONS – WEEKLY VALID LIST WEEK ENDING 06.01.2023**

PRESCOT

APP.NO: 22/00658/FUL CASE OFFICER: Andrew Hunt
APPLICANT: Tesco Plc
APP. TYPE: Full Application
LOCATION: Tesco Petrol Station Steley Way Prescott
PROPOSAL: CHANGE OF USE OF EXISTING CAR PARKING SPACES TO JET WASH BAY
WARD: Prescott North

View Here –

<https://planapp.knowsley.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=RKB489IXIXE00>

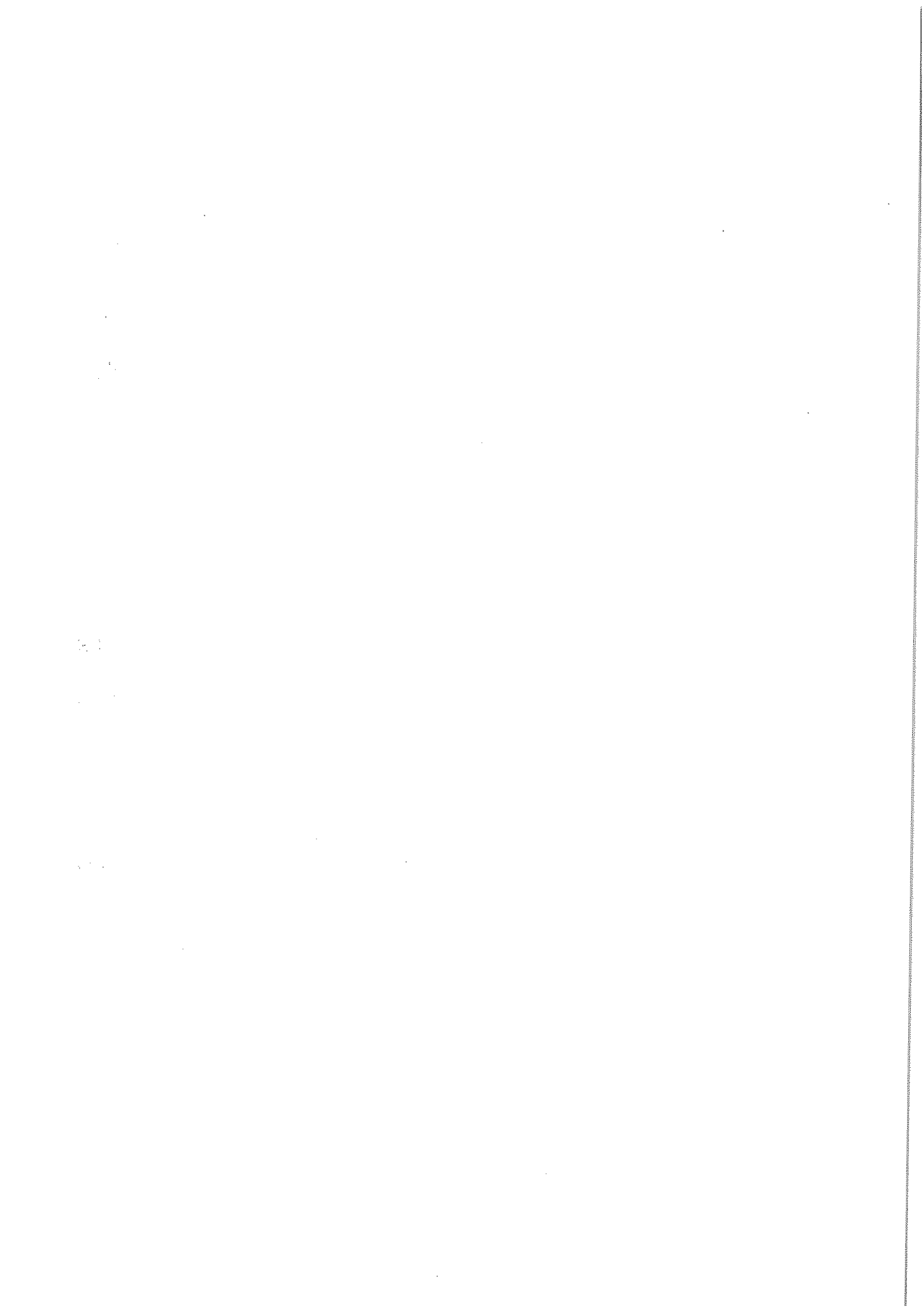
**KNOWSLEY METROPOLITAN BOUROUGH COUNCIL – WARD MEMBERS LIST PLANNING
APPLICATIONS – WEEKLY VALID LIST WEEK ENDING 13.01.23**

PRESCOT

APP.NO: 22/00631/FUL CASE OFFICER: Lee Osborne
APPLICANT: Kids in Bloom
APP. TYPE: Full Application
LOCATION: 103 Kemble Street Prescott
PROPOSAL: RETROSPECTIVE APPLICATION FOR THE ERECTION OF A 6FT FENCE TO CAR PARK
BOUNDARY
WARD: Prescott North

View Here –

<https://planapp.knowsley.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=RJL11WIXI1W00>



PRESCOT TOWN COUNCIL**TOWN COUNCIL MEETING****26th JANUARY 2023****REPORT TITLE:**

Planning Decisions

BACKGROUND TO THE REPORT:

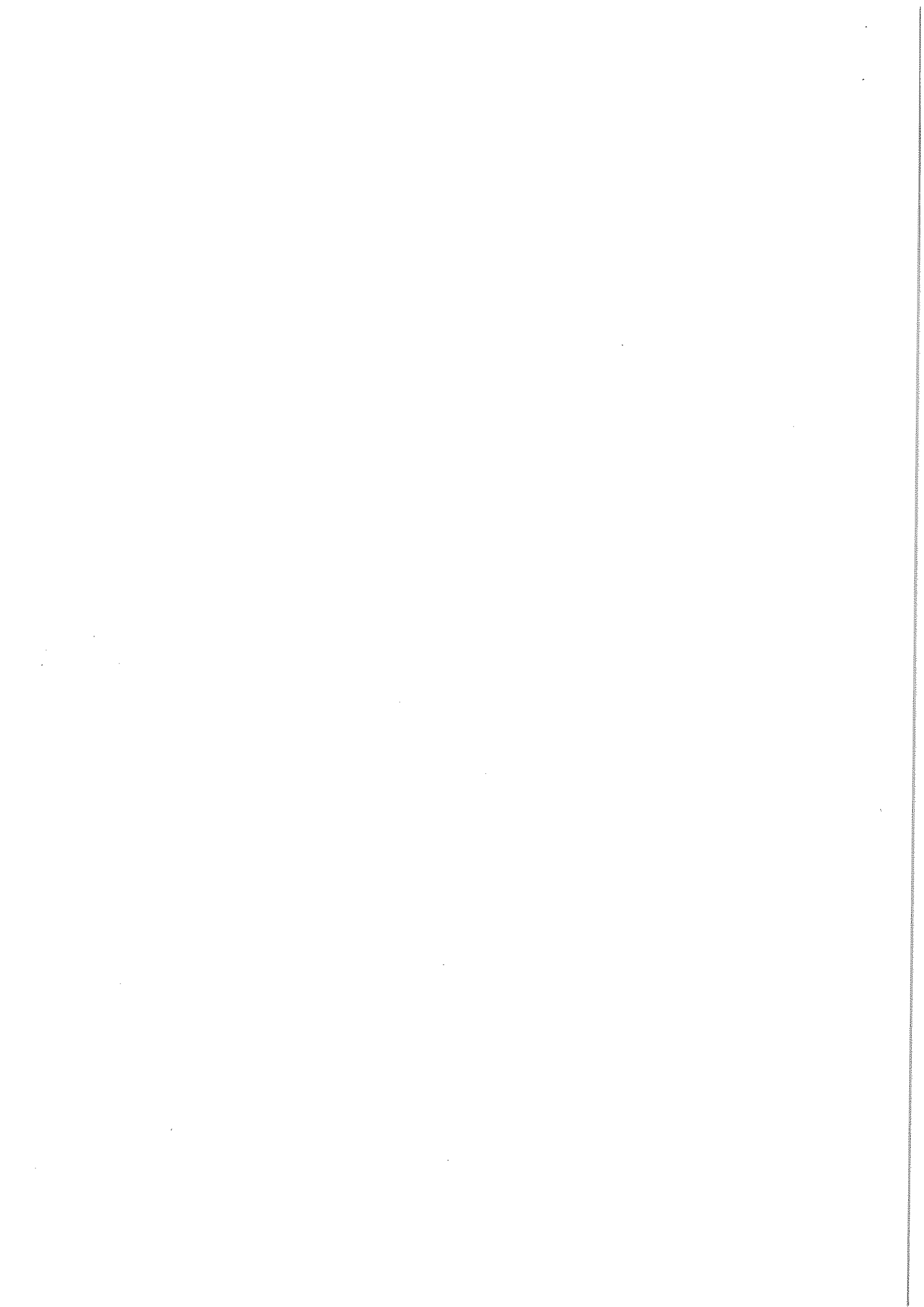
The Town Council are a primary consultee for all planning applications within the Town of Prescott. As such the local planning authority Knowsley Metropolitan Borough Council provides weekly updates on all decisions made in relation to applications received relating to the Town.

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

26th JANUARY 2023

REPORT TITLE:

Community Fund Bids

BACKGROUND TO THE REPORT:

Funding Applications have been received from:

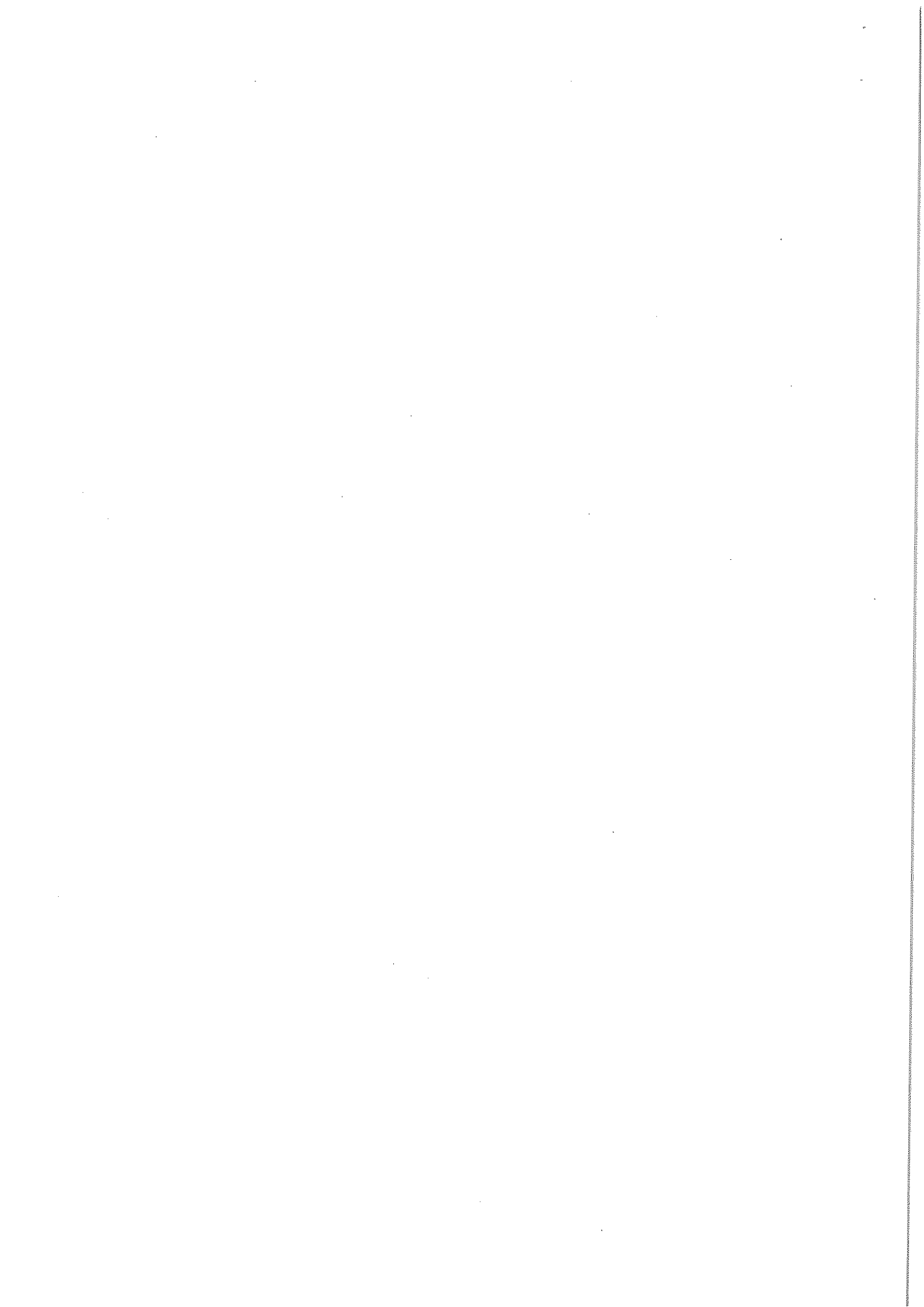
- Salvation Army
- Prescott Community Church

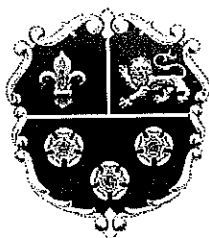
PURPOSE OF REPORT:

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:	The Salvation Army, Warrington Road, Prescot L35 2UA
Contact / responsible person:	Major Lyn Hargreaves
Role in the Organisation:	Officer in Charge
Telephone:	07809 571339
Email:	Lyn.hargreaves@salvationarmy.org.uk
What year was your group established?	1878
Do you have a constitution?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Are you a registered Charity?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Charity Number: 214779
What are the main aims and activities of your Group?	Church and Charity working for the Community
Which area of Prescot are you based in?	Prescot South
Bank Details:	Sort Code: Account Number: Account Name:

SECTION 2 – Your Project

Project Name:	Open Lounge – Warm Welcome	
When will this take place?	Wednesdays 12-2pm & Thursdays 11am-1pm	
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	Fridge/Freezer – required for safe food practice £360 Catering equipment £140	
How will this project make a difference in your community?	This will enable us to be fully compliant and efficient in our provision of hot meals and a place where people can feel safe and warm during the winter months.	
Who will mainly benefit from your project? (please tick the boxes that apply to your project)	Groups	
	Young People	<input type="checkbox"/>
	Older People	<input type="checkbox"/>
	General Community	<input checked="" type="checkbox"/>
	Resident Association	<input type="checkbox"/>
	Sports or Arts	<input type="checkbox"/>
Minority groups (e.g. LGBT, Disabled, BME)	<input type="checkbox"/>	
How many people will benefit from your project?	Initially 60+ people but as time goes on it is anticipated that more people will find the need to use this project as money concerns spiral.	
How much funding are you asking for? (Max £500 please include an itemised list of costs to support your request)	Fridge freezer £360 Catering equipment – spoons, pans, trays £140	
Have you secured funding from anyone else?	Applied to Knowsley Council – Winter Wellness Grant	
How will your project recognise the support of the Town Council	Information will be shared on literature and advertising for project	
Who will be running the activity?	<input checked="" type="checkbox"/> Unpaid Volunteers	How many – up to 10
	<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: 
	Position: Officer in Charge
	Date: 28/10/2022

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.

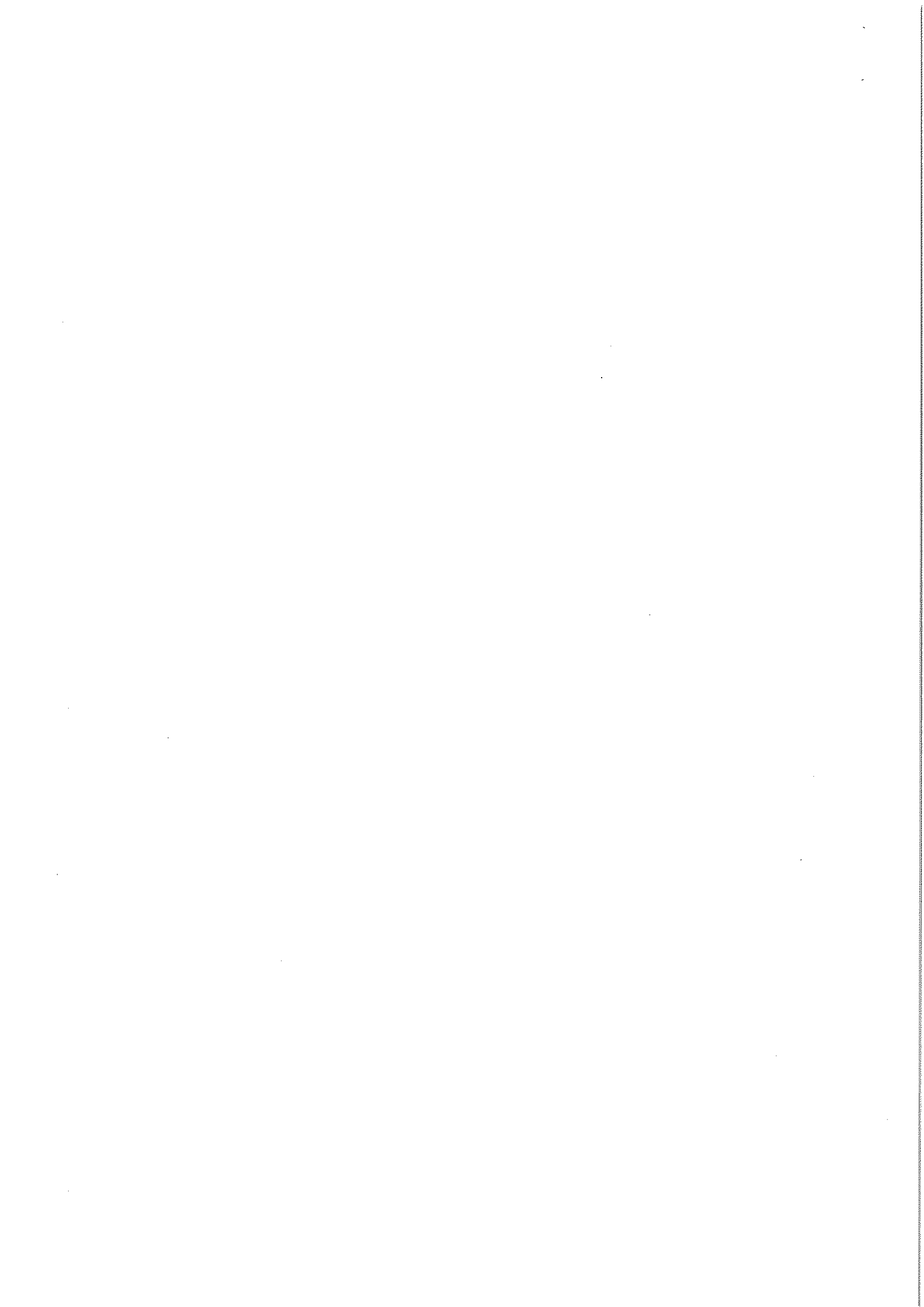
By submitting this form, you agree that we will process your data in line with our privacy notice, which can be accessed via our website www.prescot-tc.gov.uk.

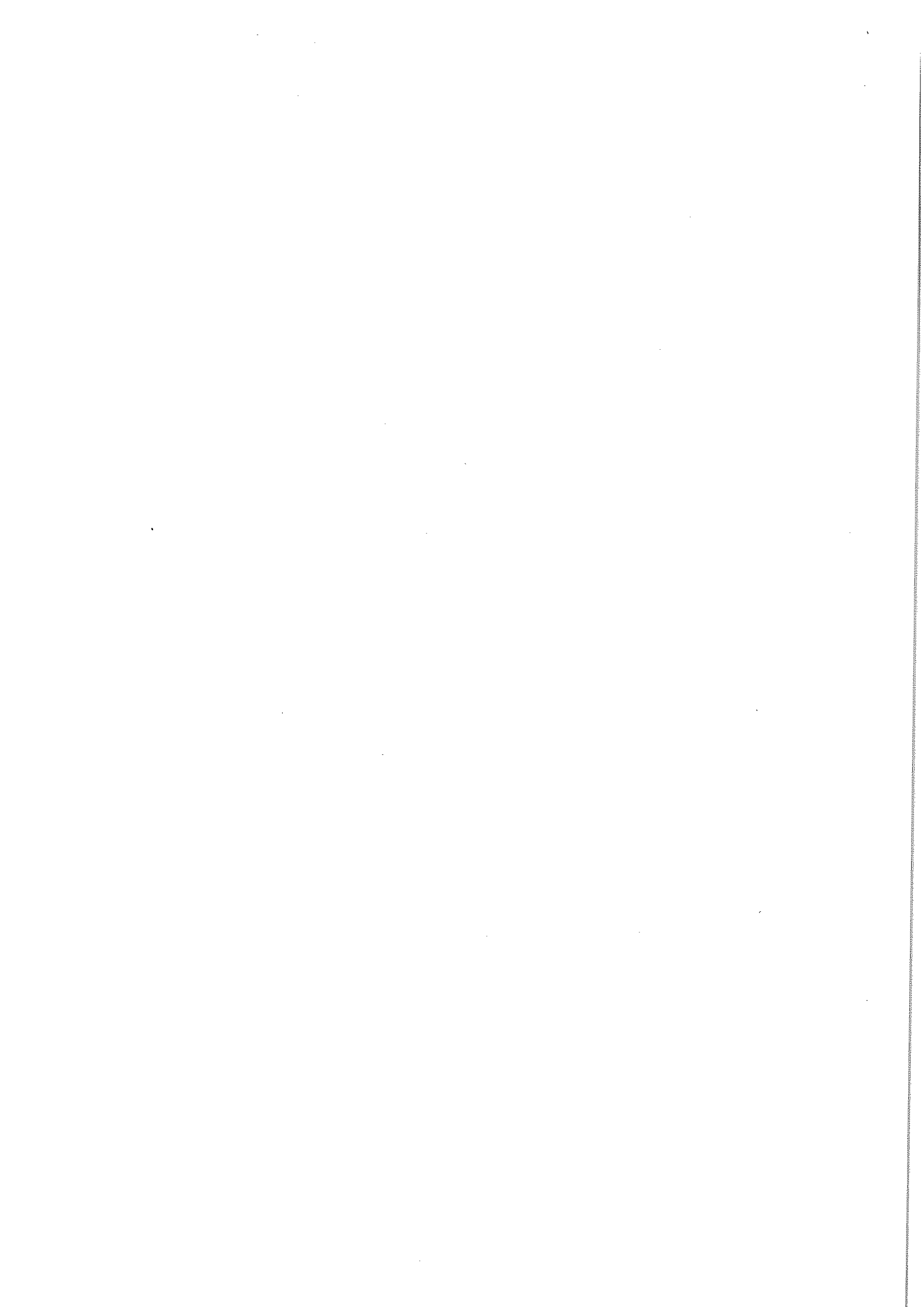
You can return your form:

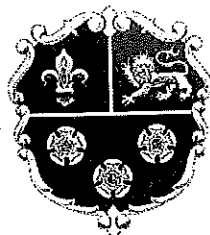
By Post:	Town Clerk Prescot Town Council Prescot Town Hall 1 Warrington Road Prescot L34 5QX
By Email:	enquiries@prescot-tc.gov.uk

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
COMMUNITY FUND APPLICATION FORM**

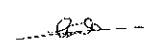
Small Grant Funding of up to £500 for local community projects

SECTION 1 – Your Organisation	
Organisation Name and Address:	Prescot Community Church, Old Colliery Road, L25 3SX
Contact / responsible person:	Rev Ian Miles
Role in the Organisation:	Senior Pastor
Telephone:	07967012042
Email:	Milesy45@hotmail.com
What year was your group established?	1987
Do you have a constitution?	Yes <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/>
Are you a registered Charity?	Yes <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Charity Number: 251549
What are the main aims and activities of your Group?	To build a Christian community whilst serving and supporting the community in which we are based which is Prescot/Whiston. We have been doing this through various community projects for the past 30 years including youth work, The Oasis Centre, toddler groups and many other projects such as feeding the homeless etc and those who are struggling to make ends meet especially during this current economic climate.
Which area of Prescot are you based in?	We have just moved from Kemble St to our new base in Old Colliery Road but still serve the community of Prescot whilst now also serving Whiston.
Bank Details:	Sort Code: Account Number: Account Name:

SECTION 2 – Your Project												
Project Name:	Community Café & Social Supermarket											
When will this take place?	December 2022											
Please give details and costs of the activities and / or equipment that you are applying for: You will be required to evidence each item of expenditure if successful	We have obtained funding from the Bourgh council to set up a social supermarket and conjunction with this we intend opening a community café which we are in the process of preparing. In order to do this we will require tables and chairs which we are in the process of looking to purchase at present											
How will this project make a difference in your community?	We will be running the café alongside our social supermarket, toddler group at first and will be offering both a social meeting place that provides affordable meals as well as offering a two days a week subsidised meals for those struggling financially. We will also be launching a breakfast morning once a month to begin with to local veterans where they will be able to meet over a meal and find ongoing help and support.											
Who will mainly benefit from your project? (please tick the boxes that apply to your project)	Groups											
	<table border="0"> <tr> <td>Young People</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Older People</td> <td><input type="checkbox"/></td> </tr> <tr> <td>General Community</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Resident Association</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Sports or Arts</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Minority groups (e.g. LGBT, Disabled, BME)</td> <td><input type="checkbox"/></td> </tr> </table>	Young People	<input type="checkbox"/>	Older People	<input type="checkbox"/>	General Community	<input checked="" type="checkbox"/>	Resident Association	<input type="checkbox"/>	Sports or Arts	<input type="checkbox"/>	Minority groups (e.g. LGBT, Disabled, BME)
Young People	<input type="checkbox"/>											
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Sports or Arts	<input type="checkbox"/>											
Minority groups (e.g. LGBT, Disabled, BME)	<input type="checkbox"/>											
How many people will benefit from your project?	We are hoping to cater for between 50-100 people per week to start and then gradually increase our presence in the community											
How much funding are you asking for? (Max £500 please include an itemised list of costs to support your request)	We have priced up 10 tables to start with at a cost of £939.60. We are therefore asking for the maximum £500.00 funding and the church will cover the remaining costs whilst also fund raising to but chairs.											

Have you secured funding from anyone else?	We have secured funding for the social supermarket from both Knowsley Borough Council and Feeding Britain	
How will your project recognise the support of the Town Council	We will make it known through advertising and also a notice within the café that the town council helped fund and support the project	
Who will be running the activity?	<input checked="" type="checkbox"/> Unpaid Volunteers	How many 8 •
	<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: 
	Position: Senior Pastor
	Date: 22/11/2022

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.

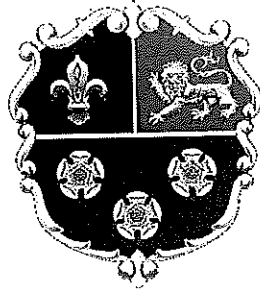
By submitting this form, you agree that we will process your data in line with our privacy notice, which can be accessed via our website www.prescot-tc.gov.uk.

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 COMMUNITY FUND GUIDANCE NOTES AND GRANT CRITERIA

Grant Funding of up to £500 for local community projects

What is The Community Fund?

The Community Fund has been set up to enable the Town Council to provide financial assistance to community groups operating in the Township of Prescott or providing a service to a considerable section of Prescott Residents.

The Council operate the community fund through Section 137 of the Local Government Act 1972. The act 'empowers Local Councils to spend up to a prescribed amount in any one year for the benefit of the inhabitants of the area or part of them.'

Who can apply?

The Community Fund is open to any community, voluntary, charitable or non-profit making organisation based in Prescott or predominantly serving the Prescott community. Organisations must be:

- Properly Constituted
- Have a bank account in the organisations name with a requirement for at least two signatories to with draw funds.
- Provide a benefit to residents of Prescott

What can we apply for?

You can apply for funding of up to £500 which can be used for a range of projects (both events and equipment) that will make a positive impact in our community.

Examples of previously successful bids are:

- Contribution towards the costs of line marking equipment
- Contribution towards the costs of the Prescott Festival
- Match funding to support crime reduction activities

How often can we apply?

In order to ensure the fund is available to as many groups as possible the Town Council will only approve one application per group per year.

We will not support:

- The purchase of IT equipment
- Football kits or dance clothing
- Retrospective expenditure
- Projects outside of Prescot
- Expenses for Individuals

How will the application be assessed?

Each bid will be assessed on its merits and the application must evidence:

- A clear rationale and evidence of need
- The number of residents benefiting from your project /activity
- How the proposal adds value to the community
- What sustainable benefits the project will deliver

We will look favourably on bids that can show evidence of securing additional fundraising or in-kind support.

What happens after I submit an application?

We aim to make a decision within 6 weeks (Subject to the Councils meeting calendar available from www.prescot-tc.gov.uk) so please make sure you leave enough time to submit an application before you want your project to start as we won't fund projects retrospectively.

If you are successful we will pay you by BACS, which you should receive within 1 day of the payment being raised. You are required to acknowledge the Council as a funder of your project by displaying our logo on any of your promotional materials.

You may not submit another bid to The Community Fund for the same project within the same financial year. Please contact us if you are unsure whether this applies to you.

If you are unsuccessful we will tell you why we are unable to fund your project. You are welcome to re-submit another bid into the fund.

Who can I contact if I have more questions?

For general queries about The Community Fund please contact the Town Clerk on 0151 426 3933 or email enquiries@prescot-tc.gov.uk