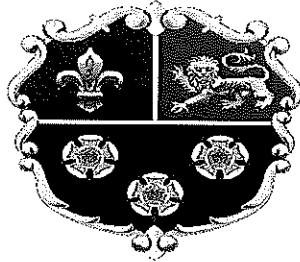


# PRESCOT TOWN COUNCIL



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

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Dated this 13<sup>th</sup> Day of December 2023

To the Mayor and Members of Prescot Town Council

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**YOU ARE HEREBY SUMMONED TO ATTEND**  
**An Extra-Ordinary meeting of**  
**Prescot Town Council**  
**to be held on Wednesday 20<sup>th</sup> December 2023**

**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

# A G E N D A

1	<b>TO RECEIVE APOLOGIES</b>	Verbal
2	<p><b>PUBLIC OPEN FORUM</b></p> <p>To provide members of the public with the opportunity to ask questions of the Council.</p>	Verbal
3	<p><b>DECLARATIONS OF INTEREST</b></p> <p><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></p>	Verbal
4	<p><b>MINUTES OF THE PREVIOUS COUNCIL MEETING</b></p> <p>To <b><u>APPROVE AND SIGN</u></b> the minutes of Town Council held on Thursday 30<sup>th</sup> November 2023 as a true and accurate record of the business transacted.</p>	<p>Pages</p> <p>3 to 9</p>
5	<p><b>RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC</b></p> <p>By virtue of Standing Order 3D, that members of the press and public be excluded for the remainder of the meeting given the confidential nature of the business to be transacted or for other special reasons.</p>	Verbal
6	<p><b>LEASE AGREEMENTS RELATING TO BROWN'S FIELD AND EATON STREET PARK AND CONSIDERATION OF PROPOSED HEADS OF TERMS OFFERED BY KNOWSLEY METROPOLITAN BOROUGH COUNCIL (KMBC) FOR EACH SITE</b></p> <p>Members are asked to <b><u>CONSIDER</u></b> the report and <b><u>AGREE</u></b> the recommendations contained within.</p>	<p>Pages</p> <p>10 to 18</p>

**PRESCOT TOWN COUNCIL**

**EXTRA-ORDINARY TOWN COUNCIL MEETING**

**20<sup>th</sup> DECEMBER 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 30<sup>th</sup> November 2023.

**REPORTS PREPARED BY:**

Alex Spencer – Town Clerk



## **PRESCOT TOWN COUNCIL**

A meeting of the **COUNCIL** for the **TOWN OF PRESCOT** was held on **THURSDAY, 30<sup>th</sup> NOVEMBER 2023** in **PRESCOT TOWN HALL**, commencing at **6.00 P.M.**

### **ELECTED MEMBERS PRESENT**

Councillors P. Cook, J. Edgar, T. Murray, I. Smith, T. Smith  
M. Sommerfield, G. Wickens, D. Wilson and F. Wynn.

### **TOWN COUNCIL OFFICERS PRESENT**

A. Spencer (Town Clerk)

### **ALSO IN ATTENDANCE**

E. Crowley (Knowsley Council)  
M. McCartney (Knowsley Council)  
4 x Members of the Public

#### **82. TO RECEIVE APOLOGIES**

Apologies were received from Cllrs, J. Burke, M. Burke and J. Madine.

#### **83. PUBLIC OPEN FORUM**

Four members of the public spoke to Council concerning Knowsley Council's Prescott Town Centre Parking Management Scheme – specifically that Columbia Road was not included in plans for a resident permit only parking – despite documented parking issues. The same were also critical of Knowsley Council insofar as they had communicated poorly with residents as to how the scheme was progressing.

Ward councillors confirmed that they will shortly meet with the Chief Executive of Knowsley Council and will raise the matter on their behalf.

#### **84. DECLARATIONS OF INTEREST**

Declarations of Interest were received from the following: -

- Cllr I. Smith for Item 11 Planning Applications
- Cllr I. Smith for Item 12 Planning Decisions
- Cllr F. Wynn for Item 12 Planning Decisions

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

It was **RESOLVED** that the minutes of the previous Council meeting held on 26<sup>th</sup> October 2023 be **APPROVED AND SIGNED** as a true and accurate record of the business transacted.

**86. MINUTES OF COMMITTEES**

It was **UNANIMOUSLY RESOLVED** to **NOTE** minutes from Events Committee held on 14<sup>th</sup> November 2023.

It was **UNANIMOUSLY RESOLVED** to **NOTE** minutes from Finance, Policy and Human Resources Committee held on 24<sup>th</sup> October 2023.

**87. REPORT ON COUNCIL RESOLUTIONS DURING 2023/24**

It was **UNANIMOUSLY RESOLVED** to **NOTE** progress against resolutions as presented in Appendix One to the report.

**88. ANNOUNCEMENTS FROM THE LEADER**

There were no announcements from the Leader.

**89. ANNOUNCEMENTS FROM THE TOWN CLERK**

The Town Clerk provided the following announcements: -

**Prescot Christmas Lights Switch On 2023**

Members will recall that at a meeting of Council in September, the Town Clerk reported that following his attendance at the Prescot Business Club earlier that month, a date of Saturday 18<sup>th</sup> November 2023 had been set for the Prescot Christmas Lights switch-on.

The Town Clerk and businesses in attendance assumed that the Christmas Lights switch on would be an event as in previous years; although accepted that due to Knowsley Council budget constraints, it was not possible for a second lantern event to be held as in 2022.

On 14<sup>th</sup> November, the Town Clerk and Business Club members were informed by Knowsley Council officers that a Christmas light switch on event was not to be held, but that Christmas lights would simply be switched on for that weekend.

This notification prompted several emails between ward councillors, the Town Clerk and Chief Executive of Knowsley Council – who, as part of this email exchange has requested the Knowsley Council’s Executive Director for Regeneration and

Economic Development to contact the Town Clerk to discuss potential collaborative working between Knowsley Council, Prescott Town Council and Prescott businesses for a Christmas event next year. To date, no contact has been made.

#### **Batala Mersey “Day of the Dead” Samba Parade – 4<sup>th</sup> November 2023**

The much anticipated “Day of the Dead” samba parade and static performance went ahead as planned on 4<sup>th</sup> November despite poor weather.

Attendance numbers for the event itself were respectable, with Batala Mersey reporting that the crowds were great, enjoyed the music and costumes and there were “loads of smiling faces.”

Officers have already held discussions with Batala Mersey to see if they can support future Council events i.e. Prescott Carnival.

#### **Leases relating to Brown’s Field and Eaton Street Park**

As circulated to Members in advance of this meeting, The Town Clerk received a letter from Knowsley Council on 22<sup>nd</sup> November 2023 which outlined its position regarding the leases at Brown’s Field and Eaton Street Park.

Council will be required to formally respond to this letter to state its position and how it wishes to move forward.

#### **Local Democracy Project 2024/25**

To ensure that all schools participate in the 2024/25 Local Democracy Project, officers have contacted schools seeking their availability for May, June and July 2024.

At the time of writing, two schools have responded and have outlined mid-June as being their preferred dates having consideration of SATs examinations, school away days and school holidays.

The Town Clerk will provide a further update to Members once all schools have confirmed their availability.

It was **UNANIMOUSLY RESOLVED** to **NOTE** Announcements from the Town Clerk.

#### **90. REPORTS AND PRESENTATIONS FROM REPRESENTATIVES AT CONFERENCES OF OUTSIDE BODIES**

There were no reports or presentations to be discussed.

### **91. MAYORAL ENGAGEMENTS**

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

### **92. PLANNING APPLICATIONS**

<b>Application Ref</b>	<b>Location</b>	<b>Comments</b>
23/02445/FUL	Specsavers Optical Stores 4B Cables Retail Park Steley Way Prescot	No objections
23/02762/FUL	Chris and Hannah Miller 1 Sonnet Avenue, Prescot	No objections
23/0769/KMBC1	KMBC 5-7 Eccleston Street, Prescot	No objections
23/02671/FUL	(Consultation) 23/00023/FUL The Bard 57 High Street Prescot	No objections
23/02677/FUL	(Consultation) Erection of 88 Affordable residential dwellings and associated infrastructure. Carr Lane, Prescot	No objections.

### **93. PLANNING DECISIONS**

No planning decisions were received.

### **94. COMMUNITY FUNDING APPLICATIONS**

Members considered the community funding application from The Rotary Club of Prescot who were seeking £500.00 for lighting, sound system parts and vehicle connectors to support a refurbishment of their Father Christmas sleigh.

It was **UNANIMOUSLY RESOLVED** to **APPROVE** the sum of £500.00 for the funding application from the Rotary Club of Prescot.



**95. EXTERNAL AUDIT REPORT 2022/23**

Members considered the report of the Town Clerk following receipt of the 2022/23 External Audit Report by PKF Littlejohn.

It was **UNANIMOUSLY RESOLVED** to **APPROVE** the contents of the report.

**96. ANNUAL RISK ASSESSMENT 2023/24**

Members considered the report of the Town Clerk setting out the 2023/24 Annual Risk Assessment.

The Town Clerk informed members that some changes to “Existing Control Measures” had been made (as stated in bold) and that some risk levels had been downgraded in comparison with the previous (as stated in bold)

It was **UNANIMOUSLY RESOLVED** to **APPROVE** the contents of the report, following the Clerks removal of “Potential application of depreciation being assessed” under Existing Control Measures for Risk One within the assessment.

**97. APPOINTMENT OF THE INTERNAL AUDITOR 2023/24**

Members considered the report of the Town Clerk concerning appointing the Internal Auditor for 2023/24 and defining a “deep dive” as part of their work.

It was **UNANIMOUSLY RESOLVED** to:

1. Appoint Mr David Blanchflower as Council’s 2023/24 Internal Auditor and
2. That the deep dive conducted by the Internal Auditor should be comprised of
  - a. Testing of Income and Expenditure
  - b. Testing of VAT
  - c. Review of internal controls and their documentation

**98. SIGNALISED PEDESTRIAN CROSSING SCHEME – CARR LANE, PRESCOT**

Members considered the report and accompanying presentation from Mr Mark McCartney – Team Leader – Projects and Major Development, KMBC, concerning proposals for the construction of a toucan crossing on Carr Lane, at the entrance of Carr Lane Woods and leading to Brown’s Field.

KMBC were consulting with Prescott Town Council as, under the terms of its current lease relating to Brown’s Field, it had responsibility for an area of land where construction would be needed and permission therefore sought.

It was **UNANIMOUSLY RESOLVED** to:

1. Not object to proposals as outlined by KMBC

2. Note the contents of the report and presentation.

**The meeting closed at 6:45 p.m**

**Dated: 20<sup>th</sup> December 2023**

**Signed:.....  
Cllr Tracey Murray (Mayor of Prescott)**