Whiston Town Council Meeting
Agenda
Wednesday 12th June 2024

Serving the Community

Whiston Town Council

Whiston Town Hall

Old Colliery Road

Whiston

Merseyside

L35 3 QX

Email: town.clerk@whiston-tc.gov.uk

Www.whiston-tc.gov.uk

Sandra Mayers-Town Clerk 07584414866

Whiston Town Council

Whiston Town Mayor 2024-2025 Councillor S. Henry.

Mrs S Mayers ~ Town Clerk
Whiston Town Hall
Old Colliery Road
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SM/KM
5th June 2024

Dear Councillor,

You are hereby summoned to attend the Ordinary Council meeting to be held in the Council Chamber, Whiston Town Hall, Old Colliery Road, Whiston on **Wednesday 12th June 2024** commencing at 7.30pm.

Yours sincerely

Sandra Mayers
Town Clerk

AGENDA

Apologies.

1.Leave of Absence
Members are requested to consider a request for a leave of absence from Councillor C. Powell. This is for a period of 6 months due to continuing health issues.

2. Public Forum.
In accordance with Standing Order 66 members of the public may be invited to speak at the meeting on matters concerning the Township of Whiston. Those who are invited to speak in this way will only address the person who is presiding at the meeting and will respect the Chairmanship of that person

3. Announcements from the Town Mayor.
To receive verbal reports from the Town Mayor of the Council **FOR INFORMATION ONLY.**

4. Announcements from the Town Clerk.
To receive verbal reports from the Clerk of the Council **FOR INFORMATION ONLY.**

5. Announcement from the Leader.
To receive verbal reports from the Leader of the Council **FOR INFORMATION ONLY.**

6. Declarations of Interest.
Members are invited to indicate any interest they may have in relation to items on the Agenda for the meeting. Attached for this purpose is a pro forma for use by Members, which should be handed to the Town Clerk prior to the commencement of the meeting. Declaring interests in this way does not preclude Members from declaring an interest, when a specific item is being discussed, during the meeting.

7. Planning.
a) Applications.
Members are requested to consider the undermentioned planning applications.

24/00212/PDE	Prior approval for the erection of a single storey rear extension. Maximum depth from original rear: 5.96 metres. Maximum Height:3.93 metres. Height of eaves;3.12 metres	94 Molyneux Drive, Prescot Knowsley
22/00645/NMA	Application for a non-material amendment following grant of planning permission 22/00645/FUL for the erection of single storey rear extension (Appoval sought for replacement of garage door to front elevation to domestic window and removal of one No skylight)	82 Dragon Lane, Whiston, Knowsley.
24/00215/FUL	Erection of a two storey side extension together with erection of a single storey rear extension and demolition of existing outbuilding and rear canopy.	10 Walpole Avenue, Whiston, Knowsley
24/00211/FUL	Variation of condition 2 (approved plans), 9 (acoustic fence method statement), and 10	Fox's Bank, Halsnead Garden Village, Land West of Fox's Bank Lane

	(boundary treatments) of planning application. 20/00417/FUL- residential development comprising of the erection of 350 No. Dwellings together with the construction of vehicular access off Fox's Bank Land (comprising signalized junction), suds pons, landscaping, boundary treatments and other associated works (including demolition of existing farm buildings)	and north of M62, Whiston, Knowsley, L35 3SS
24/00260/CLD	Construction of single storey rear extension with mono pitched.	13 Bryer Road Prescot Knowsley
24/00239/FUL	Installation of 3 air cooler units to the side elevation along with a 2M high close board screen fence.	Go Local 32 Croftwood Grove Whiston
24/00247/FUL	Variation of condition 3 (relating to store opening hours) of planning approval 03/00850/ful 9 (Erection of extension to side and rear of dwelling and first floor extension to form flat above existing shop)	Go Local 32 Croftwood Grove Whiston

8. Whiston Woods – Information.
Members are requested to consider any further updates from the Clerk or Leader of the Council in relation to the proposed Cemetery Extension, Whiston Woods.

9.Town Mayors Civic Sunday Service, 30th June 2024, St Nicholas Church, Windy Arbor Road, Whiston, commencing at 10.30am.
The Town Mayor has arranged a Civic Sunday Service at St Nicholas Church, Whiston and all Members are encouraged to attend.

10. Minutes - Events Committee Meeting – Appendix 1.
To receive as a true and correct record the Minutes of the Events Committee Meeting held at 6pm on Wednesday 8th May 2024.

11. Minutes - Annual Council Meeting – Appendix 2.
To receive as a true and correct record the Minutes of the Annual Council Meeting held on Wednesday 08th May 2024.

12. Minutes - Ordinary Council Meeting – Appendix 3.
To receive as a true and correct record the Minutes of the Ordinary Council Meeting held on Wednesday 08th May 2024.

13. Minutes – Annual Public Meeting – Appendix 4.
To receive as a true and correct record the Minutes of the Annual Public Meeting held on Wednesday 29th May 2024.

14. Accounts.
Members are requested to note and agree the undermentioned information in relation to finance, due to the meeting being brought forward by one week the undermentioned financial reports are not available and will be circulated at the meeting.
a). Bank Reconciliation – May 2024 – Appendix 5.

b). Final Payment Summary – May 2024 – Appendix 6.

c). Monthly Accounts for Payment – June 2024. (to be circulated at the meeting)

15. Unity Morris Dancers – Application for Financial Assistance. - Appendix 7
Members are requested to consider an application for financial assistance from Unity Morris Dancers who are seeking funding, dance dresses, t-shirt and jackets along with funding for a music system and speakers. A contribution could be offered using expenditure powers under the Local Government Act 1972 S 137 payment and met out of the community donation budget which currently stands at £1500.00

16. Prescot Mission Christmas – Application for Financial Assistance. – Appendix 8.
Members are requested to consider an application for financial assistance towards the cost of providing food hampers, vouchers and fresh produce deliveries for those people in need within the area. 55 families in Whiston have recently benefitted from this at an average cost of £55 per family. A contribution could be offered using expenditure powers under the Local Government Act 1972 S 137 payment and met out of the community donation budget which currently stands at £1500.00.

17. Support for Safety of Lithium Batteries and E-bikes- Appendix 9.
Members are requested to consider supporting a campaign to improve the safety of lithium batteries (used in e-bikes and e-scooter) and their disposal. Electrical Safety first is a UK Charity dedicated to reducing injuries caused by electricity. (see circulated information).

18. Report of the Independent Remuneration Panel - Appendix 10.
Members are requested to consider the findings of the Independent Remuneration Panel in relation Town and Parish Councils Allowances 2024.

WHISTON TOWN COUNCIL

At a recent meeting of Whiston Town Council Events Committee held on Wednesday 8th May 2024 in the Council Chamber, Whiston Town Hall, Old Colliery Road, Whiston, commencing at 6.00pm the following were:-

Present
Councillor T. Murray
(In the Chair)

Councillors D. Allen, T. Byron, N. Murray and S. Rees.

Officer – S Mayers – Town Clerk,

Apologies.
No apologies were received.

1. Public Forum.
No Members of the Public attended the meeting.

2. Declarations of Interest.
No Declarations of Interest were received.

3. Minutes – Appendix 1
To receive as a true and correct record the minutes of the Events Committee held on Wednesday 10th April 2024.
Resolved: That the Minutes of the Events Committee Meeting held on Wednesday 10th April 2024 be received as a true and correct record.

4. Mince Pie and Music Event – Wednesday 4th December 2024.
The Town Clerk Informed Members that the entertainer has now been booked and no further action is required prior to September 2024.
Resolved: That this item be deferred to September 2024.

5. Whiston Amateur Flower Show – Saturday 13th July 2024.
The Town Clerk Informed Members that the application and entry rules for the Amateur Flower Show have been posted on the Town Councils Website. The Whiston Gardening Club have agreed to the use of the black fabric, providing it is returned in the same condition.
Resolved: That the Town Clerk arrange for generic 6" plaques 1st 2nd and 3rd for each of the four categories in advance of the closing date, the Town Mayor be requested to judge on the day and Members promote the event in as many places as possible.

6. Family Fun Day – Emergency Services Day – Sunday 8th September 2024.
The Town Clerk has now had an opportunity to contact the entertainers and obtain prices. T. Byron is to chase up emergency vehicles attending, and N. Murray was to approach other show providers reference vintage vehicles.
Resolved: That crazy golf and two bouncy castles be booked, these must be manned and are at a provisional cost of £300 each for the day hire.

7. Christmas Fayre, Whiston Town Hall – Saturday 23rd November 2024.
To consider any verbal updates from Members and Staff.
Resolved: No updates were given although Members did not wish to consider hiring bouncy castles etc. for this event as it will be indoors during the winter months. Any further action for this event is to be deferred until July 2024.

8. Community Clean Up Day.
The Town Clerk Informed Members that at a recent meeting with Officers of the Borough Council a discussion had taken place regarding costs for a two-day initiative to collect bulky household items. The current cost for residents is £26 for 5 items and £52 for 10 items, the Officer is going to confirm if this can be subsidized and will report back in due course. N. Murray informed Members that LIVV Housing may be able to offer a free Saturday collection for residents and again this is to be confirmed.
Resolved: That the report be noted, and once costings have been obtained this will be reported to the Committee. September 2024 was considered as a possible date.

9. Community Awards.
Members considered the event booked for 5th November 2024, and Members felt this date may impact on residents wanting to attend.
Resolved: That this event be deferred until June 2025 to give the newly elected Town Mayor an opportunity to carry out fund raising and possibly combine both the Community Awards and Town Mayors Charity Donations at the one event. No date was set for this event.

10. Date of Next Meeting
Wednesday 12th June 2024.

WHISTON TOWN COUNCIL

At the Annual Council Meeting of Whiston Town Council held in the Council Chamber, Whiston Town Hall, Old Colliery Road, Whiston on Wednesday 8th May 2024, commencing at 7.30pm the following were:-

Present
R. Gaffney- Town Mayor- opened the meeting.
Newly Elected -Town Mayor
Councillor S. Henry
(In the Chair)

Councillors: D. Allen, J. Burke, T. Byron, R. Gaffney, S. Henry, J. Mimnagh, N. Murray, T, Murray, S. Rees, K. Taylor and G Wickens.

Apologies

Apologies for absence were received on behalf of Councillor C. Powell.

1. **Election of Town Mayor for the Year 2024/2025.**
   Resolved:That Councillor S Henry be elected as Town Mayor for 2024/2025.

2. **To receive the Town Mayor's declaration of Acceptance of Office for 2024/2025.**
   Resolved: The Town Mayor Councillor S. Henry signed the declaration of Acceptance of Office for 2024/2025.

3. **Retiring Town Mayor 2023/2024 – Councillor R. Gaffney.**
   The retiring Town Mayor Councillor R. Gaffney thanked colleagues and Staff for supporting him during his term of office and was pleased to have attended a number of community events during the year. He thoroughly enjoyed the Junior Democracy Days with the Local Primary School Children and was extremely happy to have been involved.

4. **Election of Deputy Mayor for 2024/2025.**
   Resolved: That Councillor N. Murray be elected as Deputy Mayor for 2024/2025.

5. Members considered the undermentioned report in relation to the following matters.

   (a) Adoption of Standing Orders and Financial Regulations
   (b) Appointment of Committees.
   (c) Appointment of Outside Bodies.
   (d) To approve, times, dates and venue of Town Council Meetings during 2024/2025.

To: The Town Mayor and Members of Whiston Town Council

Meeting Wednesday 8th May 2024.

Report of the Town Clerk

Members were requested to consider the undermentioned report of the Town Clerk.

5(a) Adoption of Standing Orders and Financial Regulations.

Members were requested to agree the current circulated Standing Orders and Financial Regulations for 2024/2025.
Resolved: That the Standing Orders and Financial Regulations for 2024/2025 be agreed.

5(b) Appointment of Committees 2024/2025.

1. Personnel Committee.

(i) Terms and Reference
To consider all matters relating to staffing issues affecting the work of the Council.

(ii) Membership 2024/2025.

Resolved: That Councillors J. Burke, T. Byron and N. Murray be appointed to serve as members of the Personnel Committee.

2. Interregnum Committee

(i) Terms and Reference
To consider any matter of an urgent nature, approve any relevant expenditure and sign documents, if required, during the Council's recess period.

(ii) Membership 2024/2025.

Resolved: That Councillors K. Taylor, N. Murray and S. Henry be appointed to serve as members of the Interregnum Committee.

3. Luncheon Club/Over 55's Club

(i) **Terms and Reference**
To consider all applications for financial assistance to the benefit of the over 55's within the Township of Whiston.

(ii) **Membership 2024/2025.**

Resolved: That Sandra Mayers-Town Clerk be appointed to the Luncheon Club / Over 55's Club

4. Appeals Committee

(i) **Terms and Reference**
To consider all appeals including those in relation to staff employed by Whiston Town Council

(ii) **Membership 2024/2025.**

Resolved:That Councillors K.Taylor, N. Murray and D. Allen be appointed to serve as members of the Appeals Committee.

5. Planning Committee

(i) **Terms of Reference**
To consider and respond to any planning applications deemed to be of an urgent nature, and report to the Council in due course.

(ii) **Membership 2024/2025**

Resolved: That Councillors G. Wickens and N. Murray and S Mayers-Town Clerk be appointed to serve as members of the Planning Committee.

6. (c) Outside Bodies 2024/2025

The current representatives on the undermentioned bodies are shown for Members' information.

a) **Merseyside Association of Parish and Town Councils**

Resolved That Councillor K. Taylor and S Mayers-Town Clerk be appointed to serve as a representative on the Merseyside Association of Parish and Town Councils'

b) Ashtons Charity
S Mayers, Town Clerk.

Resolved: That S Mayers- Town Clerk be appointed to serve as a representative on Ashtons Charity Committee.

c) Knowsley Borough Council – Joint Meeting

Resolved: That Councillor K. Taylor and S. Mayers-Town Clerk be appointed to serve as a representative on the Joint Meeting for Knowsley Borough Council and Whiston Town Council.

d) Halsnead Garden Village Knowsley Borough Council

Resolved: That this representation be removed as the Borough Council no longer hold meetings in relation to Halsnead Garden Village.

5 (d) Times, Venue and frequency of Whiston Town Council Meetings for 2024/2025.

(i) The Town Council Meetings are held in Whiston Town Hall on the second **Wednesday** of each month commencing at 7.30pm (excluding August when there is a summer recess period).

(ii) It was proposed to hold the Council's Annual Public Meeting for 2025 on Wednesday 28th May 2025 commencing at 7.30pm (it is requirement to hold the Annual Town Meeting each year between the 1st April and the 31st May inclusive each year).

(iii) Extra Ordinary Meetings will be held as and when required and will be called by the Town Mayor.

(iii) For Members information, the dates of the monthly Council Meetings will be held as follows on a **Wednesday commencing at 7.30pm**

(iv)

2024	**2025**
12th June	8th January
10th July	12th February
11th September	12th March
9th October	9th April
13th November	14th May
11th December	

Resolved: That the above dates be agreed for the ensuing year and Members be notified of any Extra Ordinary Meetings to be called by the Town Mayor.

Civic Sunday Service.
Members will be notified in due course should the Town Mayor wish to arrange a Civic Sunday Service.

Remembrance Sunday Service.
This will be held at St Nicholas Church, Windy Arbor Road, Whiston on Sunday 10th November 2024 commencing at 10am.
Resolved: That the date and venue be noted and agreed.

The Ordinary Meeting followed on immediately after the Annual Council Meeting at 7.48pm

WHISTON TOWN COUNCIL

At the Ordinary Council meeting following on immediately after the Annual Council Meeting to be held in the Council Chamber, Whiston Town Hall, Old Colliery Road, Whiston on Wednesday 8th May 2024 commencing at 7.48pm. the following were:-

Present
Councillor S. Henry
Town Mayor
(In the Chair)

Councillors D. Allen, J. Burke, T. Byron, R. Gaffney, J. Mimnagh N. Murray, T. Murray, S. Rees, K. Taylor and G. Wickens.

Apologies.
Apologies for absence were received on behalf of Councillor C. Powell.

At the commencement of the meeting a minute's silence was observed as a mark of respect due to the recent passing of Margaret Williams who had served as a Mayoress of the Council during 2011/2013/2015.

1. Public Forum.
The meeting was adjourned at 749pm and reconvened at 8.17pm.

Wildlife / Bluebells, Land at Lickers Lane. Residents felt that a crime had been committed. The developer has been felling trees whilst birds are nesting as well as destroying an area which has native bluebells growing. An urgent meeting was called for with the Borough Councillors and Officers as well as the enforcement officer, and it was not agreed by those on site that birds were nesting or that the bluebells were native. The police had also been called and Members of the Town Council were to enquire if they can have site of the police officers' findings. Residents feel mistreated by the Borough Council Officers and also feel they should be given an opportunity to speak at the Borough Council meetings to highlight the issues they encounter.
Ecologist Report. The independent report has been received in relation to Whiston Woods and this document has now been circulated to Council Members and Residents.
M. Harden Chief Executive Resident has written to M. Harden regarding the lack of response and the inaccuracy of the information being provided.
Nesting Birds. currently 19 different species of birds have been identified at Whiston Woods.

2. Announcements from the Town Mayor.
The Town Mayor did not provide any updates.
FOR INFORMATION ONLY.

3. Announcements from the Town Clerk.
The Clerk of the Council gave the following updates **FOR INFORMATION ONLY.**
Foxshaw Close Play Area. Work had now commenced on the new equipment, the Town Clerk had to contact the Borough Council to ensure notices had been displayed.
Public Meeting 29th May 2024. The Town Clerk informed residents that Borough Officers have been invited to attend.
Community Awards. This is to be deferred until June 2025 to give the new Town Mayor an opportunity to raise funds and possibly allocate at the same event.

4. Announcement from the Leader.
The Leader of the Council gave the following updates **FOR INFORMATION ONLY.**
Retiring Town Mayor. The Leader thanked the Town Mayor on behalf of the Council for attending events and chairing the monthly meetings.
Bluebells, Land at Lickers Lane. Contact has been made with a number of residents regarding the bluebells and felling of trees whilst birds are nesting at the new housing development and it is hoped that a site meeting with residents can be held.

5. Declarations of Interest.
No Declarations of interests were submitted.

6. Planning.
a) Applications.
Members considered the undermentioned planning applications.

24/00151/CLD	Certificate of proposed lawful development for a loft conversion with dormers to side	1 Foster Close, Whiston Knowsley.
23/00720/FUL	Construction of dropped kerb and hardstanding and associated works for vehicular access together with the erection of a single storey outbuilding adjacent the rear curtilage.	51 Windy Arbor Road, Whiston, Knowsley
24/00127/FUL	Installation of 12 electric vehicle charging bays including charging cabinets and associated works to existing car park area (resulting in the net	The Village Hotel Fallows Way Whiston

	loss of 14 car parking spaces)	
24/00153/FUL	Erection of single-storey side and rear extension, timber side gate and change to roof of existing rear conservatory.	5 Kenley Avenue Cronton Knowsley
24/00145/REM	Application for the approval of reserved matters (scale, access, appearance, layout and partial landscaping) Pursuant to hybrid planning permission 20/00494/HYB, comprising the development of 495,720 SQ FT(GIA) of storage and distribution floorspace (Use class B8) and ancillary offices (Use class E (G)) Across two warehouse units, together with landscaping and the provision of infrastructure.	Former Site of Cronton Colliery, Cronton Road, Halsnead Garden Village.

Resolved: That no objection be raised in relation to the above planning application and the Clerk respond in relation to 24/00145/REM.

7. Whiston Woods – Information.
Members were requested to consider further updates from the Clerk or Leader of the Council in relation to the proposed Cemetery Extension, Whiston Woods.
Resolved: Contact has been made with the Forestry Commission who will investigate the issues in relation to the trees. They would not get involved in the ecological issues at the Whiston Wood Site. No Further updates were available.

8. Annual Town Meeting 29th May 2024.
The Town Clerk informed Members that Parish /Town Councils throughout England are required, by law, to hold an Annual Parish / Town Meeting, which must take place between 1 March and 1 June each year. This year the date advertised for the Annual Town Meeting is Wednesday 29th May 2024, Whiston Town Hall, commencing at 7.30pm.
Resolved: That the report be noted.

9.Minutes - Ordinary Council Meeting
To receive as a true and correct record the Minutes of the Ordinary Council Meeting held on Wednesday 10th April 2024.
Resolved: That the Minutes of the Ordinary Council Meeting held on Wednesday 10th April 2024 be signed as a true and correct record.

10. Minutes - Events Committee Meeting – Appendix 2.
To receive as a true and correct record the Minutes of the Events Committee Meeting held at 6pm on Wednesday 10th April 2024.
Resolved: That the Minutes of the Events Committee Meeting held on Wednesday 10th April 2024 be signed as a true and correct record.

11. Accounts.
Members were requested to note and agree the undermentioned information in relation to Whiston Town Council finances.

a). Bank Reconciliation – April 2024 (circulated at the meeting).
Resolved: That the Bank Reconciliation for April 2024 be noted and agreed.

b). Final Payment Summary – April 2024 (circulated at the meeting).
Resolved: That the Final Payment Summary for April 2024 be noted and agreed.

c). Monthly Accounts for Payment – May 2024. (circulated at the meeting).
Resolved: That the circulated Accounts for Payment for April 2024 be noted and agreed.

d). Budget Sheet - 1st April 2023 - 31st March 2024.
Resolved: That the Budget Sheet from 1st April 2023 to 31st March 2024 (inclusive) be noted and agreed.

12. Prescot Cables JFC – Application for Financial Assistance
The item was deferred and re-circulated for Members consideration an application for financial assistance from Prescot Cables JFC, towards the summer league at Two Butt Lane playing fields for children aged 5-10 yrs. The club is Prescot Cables Junior Club, and they are seeking funds towards the cost of trophies and medals for the children's summer season. If approval is given this could be allocated using expenditure powers under the Local Government Act 1972 S137 and utilising the community donation budget which stands at £2,000. Town Clerk gave a verbal update in relation to charges etc.
Resolved: That a contribution of £500 be allocated this will be allocated using expenditure powers under the Local Government Act 1972 S137 and taken from the Community Donation Budget.

13. Internal Audit 2023-2024.
Members considered the report of Mr D. Blanchflower, Internal Auditor, for financial year 2023-2024.
Resolved: That the report be noted, and the Town Clerk and Staff be thanked for assisting with the Internal Audit for financial year end 2024.

14. Annual Governance and Accountability Statement 2023-2024.
Members were requested to consider and agree Section 1. Annual Governance and Accountability Return in relation to the External Audit for 2023-2024.
Resolved: That Section 1. Annual Governance and Accountability Statement for 2023-2024 be noted and agreed.

15. Accounting Statement 2023-2024.
Members were requested to consider and agree Section 2. Accounting Statement 2023-2024. The undermentioned documents will be submitted to form part of the External Audit and Members were required to note and agree the items set out below.

Audit of Accounts 2023-2024.
a) Internal Audit Statement
b) Balance Sheet
c) Income and Expenditure
d) Explanation of significant Variation
e) Bank Reconciliations
f) Copy of bank statements and verifications
g) Supporting notes
h) Asset Register
i) Insurance Public Liability Document

Resolved: That Section 2. Accounting Statement for 2023-2024 including Documents A) to I) additional information were considered noted and agreed.

16. Dates for your Diary.
Members were requested to note the undermentioned events and to inform the Clerk of their availability at each event.

Amateur Flower Show - Saturday 13th July 2024 9.00am – 3.00pm

Family Funday – Sunday 8th September 2024 9.00 am – 4.00pm

Whiston Community Awards – 5th November 2024 – 7.00pm – 9.00pm (deferred to June 2025)

Christmas Fayre – Saturday 23rd November 2024 9.00am – 4.00pm

Mince Pie and Music Event – 4th December 2024 -1.00pm – 4.00pm

Minute 1-16 be received as a true and correct record and signed by the Town Mayor on Wednesday 12th June 2024

_____

Councillor S. Henry Town Mayor
The Meeting Closed at 8.46pm

WHISTON TOWN COUNCIL

At the Annual Public Meeting of Whiston Town Council held in the Main Hall, Whiston Town Hall, Old Colliery Road, Whiston on Wednesday 29th May 2024 commencing at 7.30pm the following were:-

Present

Councillor S. Henry

Town Mayor
(In the Chair)

Councillors: J. Burke, T. Byron, N. Murray, T. Murray, S. Rees and K. Taylor and G. Wickens.

S. Mayers-Town Clerk.

Representatives

St Helens & Knowsley Teaching NHS Trust- Nichola Bunce.

Merseyside Police, M. Vincent.

Apologies

Apologies for absence were received on behalf of Councillors D. Allen, C. Powell and J. Mimnagh.

Further Apologies

Police Sergeant Turner.

1.Appointment of Secretary.
The meeting considered appointing S. Mayers-Town Clerk as Secretary for the meeting.
Resolved: That S. Mayers-Town Clerk be appointed as Secretary for the meeting.

2.Minutes.
That the minutes of the Annual Public Meeting held on Wednesday 24th May 2023 be received as a true and correct record.

Resolved: That the minutes of 24th May 2023 be received as a true and correct record.

3.Annual Report 2024.
The Annual Report for 2024 outlines detailed information in relation to the Township of Whiston, Whiston Town Councils finances, Members contact information and the facilities managed by Whiston Town Council.

Resolved: That the circulated Annual Report for 2024 be noted and agreed.

4.Accounts.

The unaudited accounts of Whiston Town Council for 2023-2024 (annual report page 4) were circulated.

Resolved: That the unaudited accounts for 2023-2024 be noted and agreed.

5. Ashtons Charity.

The undermentioned information is a true reflection of the accounts at 31st March 2024. The fund does not represent the assets of Whiston Town Council and is not included in consolidated balances.

ASHTONS CHARITY 2023-2024

CURRENT ACCOUNT		97540927	
Opening Balance	01/04/2023		**£ 14,252.87**
Income		**£ 1728.37**	
Expenditure	Donation/ room hire	**£ 2509.00**	
Closing Balance	31/03/2024		**£ 13,472.24**

BUS RES ACCOUNT		85367486	
Opening Balance	01/04/2023		**£ 16,686.90**
Income		**£ 185.99**	
Expenditure			
Closing Balance	31/03/2024		**£ 16,872.89**

SHARES VALUE

31/03/2023	3,172.49	Per unit 42,892.08

6. Whiston Over 55's / Luncheon Club.

The Town Clerk informed the meeting of a number of activities taking place at each of Whiston Town Council's Community Centres, from weekly luncheon clubs/indoor bowls and bingo.

This fund does not represent assets of the Town Council and is not included in consolidated Balance Sheet.

WHISTON OVER 55'S CLUB

Opening Balance Business Res Account 85371238			
	b/fwd	**£**	**4,608.91**
TOTAL INCOME	£ 63.94		
LESS EXPENDITURE	£200.00		
Closing Balance as at 31st March 2024		**£**	**4,472.85**
Opening Balance 89909895			
	b/fwd	**£**	**1,545.00**
INCOME			
EXPENDITURE		**£**	**60.00**
Closing Balance as at 31st March 2024		**£**	**1,485.00**

7. WHISTON TOWN MAYORS CHARITY FUND 2023-2024

The Town Mayor operates a Charity Fund which during the year received revenue from fund raising events.

This fund is then utilised to donate money to organisations who work for the benefit of the Community.

This fund does not represent assets of the Town Council and is not included in consolidated Balance Sheet.

Councillor M Burke Thompson - Town Mayor 2022-2023 Fundraising

01/04/2022	Balance		£ 107.58	
25/10/2022	income		£ 620.00	
22/12/2022	income		£ 935.00	
		b/f 01/4/23	**£ 1,662.58**	
27/04/2023	Donation		£ 275.00	Whiston Willis Primary School
	Donation		£ 275.00	Halsnead Primary School
	Donation		£ 275.00	St Leos & Southmead School
	Donation		£ 300.00	Dog Trust- Merseyside
	Donation		£ 130.00	Whiston Luncheon Club
	Donation		£ 100.00	Whiston Over 55 bingo
	Donation		£ 100.00	Breast Mates
	Donation		£ 100.00	1st Whiston Scouts
			£ 1,555.00	

Councillor R. Gaffney - Town Mayor 2023-2024

		c/f 31/3/24	**£ 107.58**

8. Any Other Business.

Resident: Would the Town Council consider approaching LIVV Housing to ask if they could agree to the Town Council erecting a Christmas Tree within the fenced area of the flats in Whiston Village?.

Answer: The Town Council have in the past considered this and also approached Tesco Express in the Village although, due to the location, this could not be approved by Tesco.

Resident: Do any of the Councillors know how many houses are going to be built in Halsnead Garden Village? Will there be a provision for bungalows? as these residents live in Whiston and has not seen the development of bungalows in any of the plans.

Answer: The Leader will investigate and once he has the relevant information, he will ask the Clerk email the resident concerned.

Resident: A big thank you to Whiston Town Councilors who have supported the campaign to save Whiston Woods, although the Chief Executive Officer of the Borough Council has refused to respond to any future emails / correspondence from the resident concerned.

Resident: Do the Police patrol Whiston Woods?.

Answer: The Police Officer said they would respond if requested and encouraged residents to contact her directly or log the call with crime stoppers or 101.

Resident: Would Whiston Town Council consider erecting poppies on lampposts in Whiston Village and along Windy Arbor Road towards St Nicholas Church.

Answer: The light columns are owned by the private finance investor **Enerveo,** Whiston Town Council may consider moving forward with this suggestion.

Resident: Can the police patrol Stadt Moers Park the motorbikes and scramblers are getting onto the open field via the gate next to the Church on Old Colliery Road and also the broken fence at Pottery Lane.

Answer: Police, The resident was encouraged to report this as the Police are working towards stopping scrambler bikes in the Cronton area and if this and other complaints were logged it would allow for resources to be allocated.

Answer: The Leader also agreed to report the broken fence at Pottery Lane to the Borough Council, as he was not aware it was damaged and informed the resident that a new style gate has been installed in the Carrs Terrace entrance and hopefully the one at Old Colliery Road can be upgraded to the same style in the future

Resident: Whiston Woods has no refuse or dog fouling bins and the two bus stops also have no refuse bins.

Answer: The land at Whiston Woods is the responsibility of the Forestry Commission and the Clerk will write and ask about dog fouling bins. Regarding refuse bins, the Borough Council will be asked the question. Another resident answered by saying two new refuse bins have been installed at the bus stop on Cumber Lane.

Resident: Is the Police aware of the issues regarding burnt down trees as well as cable and metal drums being located at Whiston Woods?.

Answer: The Police were not aware of this, and the Clerk agreed to send the Officer the email containing information and pictures in relation to the damage and refuse.

Resident: How do we as residents take forward the complaint about the native bluebells at Whiston Woods. This issue was passed to the Police and as residents, we are extremely unhappy with the outcome and want to take the matter further.

Answer: This issue was sent to the specific department who deals with environmental issues and the Officer agreed to look into the matter further.

Resident: Does Hattons now run the 239 bus from Huyton to Whiston?.

Answer: The Clerk will investigate and respond to the resident via email.

9. Date of next meeting – Wednesday 28th May 2025.

Minutes 1-9 be received as a true and correct record and signed by the Town Mayor on Wednesday 12th June 2024

Councillor S. Henry - Town Mayor

The Meeting closed at 8.06pm

MONTHLY BANK RECONCILIATION				
May-24				
Balance 01/05/2024		£ 654,629.06		
Receipts in May 2024		£ 10,126.60		
Less Payments in May 2024		£ 32,205.49		**£ 632,550.17**
BALANCES				
Fixed Term Deposit A/c 85172626			**£ 50,488.22**	
Business Res A/C-89979389			**£ 575,259.91**	
Current A/C-97589667			**£ 6,802.04**	
Less unpresented cheques				
Current a/c balance				
Total Credit Balance			**£ 632,550.17**	
Balance c/fwd				**£ 632,550.17**

FINAL PAYMENT SUMMARY May 2024
Month 02 May 2024

1	BACS	B H Dyson-Caretaker at Foxshaw Close Playground	£	75.00	
4	BACS	Knowsley Borough Council-Council Tax - Rates for 3 Centres	£	1,541.00	
5	BACS	Knowsley Borough Council Open Space, Ground Maintenance.			
4	BACS	HMRC-Tax and NI April Contributions	£	2,750.22	
4	BACS	Merseyside Pension Fund-Pension Contributions	£	2,674.88	
4	BACS	Prudential Insurance (AVC's)	£	800.00	
1	BACS	ICU Group Annual Subscription Renewal from 25/05/24	£	590.16	
1	BACS	ICU Group Monthly Service	£	340.80	
1	BACS	Replay Maintenance Maintenance of MUGA	£	777.00	
1	BACS	Amazon Business Thermal binding covers	£	80.55	
2	BACS	Section 137 payment to Cables JFC	£	500.00	
1	BACS	Chubb Fire & Security Ltd Fire Extinguishers and fire blanket	£	138.88	
1	BACS	4th St Helens Scouts Bedding Plants	£	101.20	
1	BACS	YPO Thermal Binder	£	107.99	
		Kowsley Borough Council Part sponsorship of bus for Knowsley Flower			
1	BACS	Show and advert for event	£	500.00	
1	BACS	Lyreco Blue roll, stationery and coffee	£	428.86	
1	BACS	Premier Pest Control Services 26/04/24 to 26/07/24	£	138.00	
1	BACS	Trade UK B & Q Compost, brushes and plant food	£	33.95	
1	BACS	Amazon Business Cordless Strimmer, Charger and batteries	£	85.69	
1	BACS	Amazon Business Plant crystals	£	17.72	
1	BACS	Canon UK	£	147.00	
1	BACS	Stephen Henry Mayoral Allowance	£	650.00	
1	BACS	Gary Ryan Plants hanging baaskets for WTH	£	61.00	
		Sub Total			**£ 12,539.90**
			£	**12,539.90**	
		Total Payments			**£ 12,539.90**

Total Direct Debits

1	DDR	Ash Waste Services. Refuse collection, Whiston Town Hall	£	145.88	
1	DDR	Ash Waste Services. Refuse collection, George Howard Centre	£	130.04	
1	DDR	Water Plus. Water - Robert Foulkes Centre (4078082681)	£	124.48	
1	DDR	Water Plus. Water - Robert Foulkes Centre (6000391688)	£	148.31	
		Water Plus. Water - Whiston Town Hall (4078082954)	£	210.03	
1	DDR	Water Plus. Water - Whiston Town Hall (4033613348)	£	73.72	
1	DDR	British Gas Lite Elec WTH (BGL445443)	£	588.89	
1	DDR	British Gas Lite Elec WTH (BGL445451)	£	778.28	
1	DDR	British Gas Lite Gas WTH (BGL445459)	£	7.35	
1	DDR	British Gas Lite Gas RFC (BGL445456)	£	110.83	
1	DDR	British Gas Lite Gas GHC BGL445453	£	646.93	
1	DDR	British Gas Lite Electric RFC BGL445436	£	68.11	
1	DDR	British Gas Business GAS WTH (603228234)	£	1,317.39	
1	DDR	Invosys (prev Connected World) Telephone/internet charges	£	140.58	
1	DDR	Invosys (prev Connected World) Telephone/internet charges	£	137.16	
1	DDR	Chubb Fire & Security. George Howard Centre	£	94.61	
1	DDR	Chubb Fire & Security. Whiston Town Hall	£	94.61	
1	Go Cardless	Global Direct	£	51.00	
		Bank charges (97589667)	£	52.55	
		Bank charges re SumUp device	£	8.43	
			Total DD		**£ 4,929.18**
			Wages		£ 14,736.41
					£ 32,205.49

1 Section 19 Local Government (Miscellaneous Provisions) Act 1976
2 Section 137 Local Government Act 1972
3 Section 111 Local Government Act 1972
4 Section 112 Local Government Act 1972
5 Section 10 Open Spaces Act 1906
6 Section 176 Local Government Act 1972
7 Schedule 13 Local Government Act 1972
8 Section 143 Local Government Act 1972
9 Section 214 Local Government Act 1972
10 Section 15(5) Local Government Act 1972
11 Section 145 Local Government Act 1972
12 Section 111/175 Local Government Act 1972
13 Audit Commission Act 1998
14 Section 31 Local Government Act 1997 Crime Prevention

Total Payment R & P Book

Total Payments May **£ 32,205.49**

Accounts Sheet for May	£ 12,539.90
Direct payments for May	£ 4,929.18
Wages	£ 14,736.41
Total Payments May	**£ 32,205.49**

WHISTON TOWN COUNCIL
SMALL COMMUNITY FUND APPLICATION FORM

SECTION 1 – Your Organisation	
Organisation Name and Address:	Unity morris dancers
Contact person:	Kayleigh gill
Role in the Organisation:	principle
Telephone:	07510409825
Email:	Kaylzg0@gmail.com
What year was your group established?	2024
Do you have a constitution?	**Yes** ☒ No ☐
Are you a registered Charity?	Yes ☐ **No** ☒ Charity Number:
What are the main aims and activities of your Group?	To bring a community dance team and create a safe place for people in our community to come to
Which area of Whiston are you based in?	Molyneux drive
Bank Details:	Sort Code: 305466 Account Number: 11437068 Account Name: unity morris dancers

SECTION 2 – Your Project		
Project Name:	Unity morris dancers	
When will this take place?	Monday evenings	
Please give details of the activity and / or equipment that you are applying for:	Uniform including tshirts jackets dresses and essenitals for the girls to compete in Music system and speaker	
How will this project make a difference in your community? **Please continue on separate sheet if necessary…**	It will make a difference as it will bring people in the community together and create a support network as we are a very low costly group who wants everyone to be able to be involved we don't discriminate against anyone. We will be holding family fundays. Coffee morning. Bingos. Dance shows This will create a community evenings and hopefully reduce crime rate and give our younger children a safe environment	
Who will mainly benefit from your project? (please tick one box in each section)	**Groups**	
	Young People	☒
	Older People	☒
	General Community	☒
	Resident Association	☒
	Sports or Arts	☒
	Minority groups (e.g. LGBT, Disabled, BME)	☒
How many people will benefit from your project?	As many as possible	
How much funding are you asking for?	£500	
Have you secured funding from anyone else?	no	

How will your project recognise the support of the Town Council	It will recognise it as we will be able to provide the uniform to each dancer without having to ask for a family contribuition	
Who will be running the activity?	☒ Unpaid Volunteers	How many 3
	☐ Paid Volunteers	How many
	☐ 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: k gill
	Position: principle
	Date: 29/004/2024

You can return your form:

By Post:	Mrs Sandra Mayers Town Clerk Whiston Town Council Whiston Town Hall Old Colliery Road Whiston Merseyside L35 3QX
By Email:	town.clerk@whiston-tc.gov.uk

Please note:

As from May 2023, should the application be approved, the organisation must provide receipts to Whiston Town Council to show how the grant has been spent.

Please ensure the following :-

1. Read the guidance notes which will help you to include the information we need.
2. Make sure that your group and your project meet the criteria.

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WHISTON TOWN COUNCIL

SMALL COMMUNITY FUND APPLICATION FORM

SECTION 1 – Your Organisation	
Organisation Name and Address:	Prescot Mission Christmas Dinner Group
Contact person:	Thomas Smith
Role in the Organisation:	Fund Raising Officer
Telephone:	07926722498
Email:	Thomassmith31a@gmail.com
What year was your group established?	2018
Do you have a constitution?	**Yes** ☐ * No ☐
Are you a registered Charity?	Yes ☐ **No** ☐* Charity Number:
What are the main aims and activities of your Group?	PMCD Group was set up in 2018 to provide Christmas Lunch for those who would otherwise be alone in our community. In December 2019 we provided taxi's for 30 people to bring them to the Town Hall to have Christmas lunch prepared by a chef, entertainment by a local singer and the company of our volunteers for the day. At the end of the afternoon they were each given a Food Hamper and provided with a taxi home. A further 30 people unable to leave their homes were provided with a delivery of Christmas Dinner and a hamper. In December 2020 we adapted to accommodate COVID and the impact on our community, many of whom were furloughed, on zero hours or became unemployed as a consequence of C19. There was never a greater need to support our community than in those unprecedented times. We provided 170 families with a butcher (or alternative for non-meat eaters) voucher 2 weeks before Christmas (£25) and a Hessian Christmas Sack containing Seasonal Fruit and Vegetables, A Christmas Pudding, A box of Christmas Crackers & A carton of sweets (£25) 2 days before Christmas (to maximise opportunity for fresh produce. Families were identified by local primary schools, Children's Centre and Social & Mental Health Services. The cost of that initiative feeding 170 families on Christmas Day was £8500, and WTC contributed £500 matched by Prescot Town Council. In December 2021 we delivered the same offer to 207 families at a cost of £50 per family and £10,350(45 of these families live in Whiston, at a cost of £2250) and

	Whiston Town Council awarded us £200 from the Community Grant Fund. In December 2022 we delivered the same offer to 200 families at a cost of £55 per family bag (£11000 total cost) and 47 of those families live in Whiston (£2585). In December 2023 again we delivered the same offer to 202 families at cost of £55 per family (£11000 total cost) and 56 of those families live in Whiston (£3080). We envisage a similar amount of families from Whiston receiving bags in December 2024 and are asking Whiston Town Council to support us once again with the maximum Community Grant to assist with delivering the initiative. The cost of living crisis continues to pervade the households in our communities and the need for our group is stronger than ever.
Which area of Whiston are you based in?	We do not have a base.
Bank Details:	Sort Code: 30 90 89 Account Number: 39923468 Account Name: Prescot Mission Christmas Dinner 2019

SECTION 2 – Your Project	
Project Name:	Prescot Mission Christmas Dinner
When will this take place?	Meat Voucher 2 weeks before Christmas Christmas Bag Collection Christmas week (Prescot Town Council generously allow us to pack our bags and offer collection free of charge).
Please give details of the activity and / or equipment that you are applying for:	This year once again, families in our community are literally choosing to eat or use energy the need to support our community remains clearly in evidence.

	We will be providing 200 families with a meat (or alternative for non-meat eaters) voucher 2 weeks before Christmas and Seasonal Fruit and Vegetables, A Christmas cake, A box of Christmas Crackers, A carton of sweets, Pringles, chocolates and other goodies a few days before Christmas (to maximise opportunity for fresh produce). Families will be identified by local Primary Schools, Children's Centre, Social and Mental Health Services.	
How will this project make a difference in your community? **Please continue on separate sheet if necessary…**	It will enable families and individuals who are struggling to have a Christmas Day Meal, the same as the rest of our community and hopefully reduce some of the inequality, stress and pressure they are experiencing.	
Who will mainly benefit from your project? (please tick one box in each section)	**Groups**	
	Young People	☐*
	Older People	☐*
	General Community	☐*
	Resident Association	☐
	Sports or Arts	☐
	Minority groups (e.g. LGBT, Disabled, BME)	☐
How many people will benefit from your project?	200 families (approx. 800-900 people)	
How much funding are you asking for?	£500	
Have you secured funding from anyone else?	Rainhill Rotary Club have awarded us £1000. We have applied to Prescot Town Council for £500 Community Grant. .	
How will your project recognise the support of the Town Council	Your name will be displayed as sponsors on our banners and on our Social Media.	
Who will be running the activity?	☐ Unpaid Volunteers *	How many 20
	☐ Paid Volunteers	How many
	☐ 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: 13/05/2024

You can return your form:

By Post:	Mrs Sandra Mayers Town Clerk Whiston Town Council Whiston Town Hall Old Colliery Road Whiston Merseyside L35 3QX
By Email:	enquires@whiston-tc.gov.uk

Please ensure the following :-

1. Read the guidance notes which will help you to include the information we need.
2. Make sure that your group and your project meet the criteria.
3. 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.

9 **To:** BAILEY, Ron <ron.bailey@parliament.uk>
Subject: FW: Safety of Lithium ion Batteries and e-bikes and scooterrs

Local Council

I am writing to ask your Council to support our campaign to improve the safety of lithium batteries bike and e-scooters) and their disposal.
Let me begin by introducing myself. I am the researcher for Lord (Don) Foster (hence my email addr has been campaigning on this issue in the House of Lords. I am also the parliamentary advisor to Ele Safety First, a UK Charity dedicated to reducing the deaths and injuries caused by electricity.

As you will probably know lithium battery fires are on the increase – there have been over 1000 in t few years, nearly 200 injuries and a dozen fatalities. Homes have been destroyed. The cost to the Ul £billions. You will doubtless know of examples in your area. I attach a spreadsheet of some recent fi you will see there have been some in your area.

Lord Foster and Electrical Safety First are promoting the attached Bill (a summary of which is include end of this email) to ensure greater safety in the use and disposal of lithium batteries and are aiming into law as soon as possible, after Parliament returns in July.

We have the support of many national organisations, as the attached logos show – including the Nat Chiefs Council, the Association of Ambulance Chief Executives, the Royal Society for the Prevention c Accidents and the Royal Society for Public Health. In addition 2 coroners have called for the law to b tightened to ensure greater safety.

We are now contacting more locally based organisations, and it would be great if your Council was a support this campaign. It would be a great boost.
Please do get in touch if you require any further information.

I look forward to hearing from you,

Yours sincerely,

Ron Bailey

REPORT OF THE INDEPENDENT REMUNERATION PANEL ON TOWN / PARISH COUNCIL ALLOWANCES 2024

REPORT OF THE INDEPENDENT REMUNERATION PANEL ON TOWN/PARISH COUNCIL ALLOWANCES – 2024

1. INTRODUCTION

1.1 This is the 21st report of the Independent Remuneration Panel on allowances for Parish and Town Councils situated within the Borough of Knowsley. The Panel was established in 2000 to make recommendations to Knowsley Metropolitan Borough Council on the Scheme of Members' Allowances. In 2003, the Government introduced the Local Authorities (Members' Allowances) (England) Regulations which extended the remit of the Panel to include making recommendations to Town and Parish Councils on levels and type of allowances to be paid to its Councillors.

1.2 The Local Authorities (Members' Allowances) (England) Regulations make provision for Town and Parish Councils to make payments to their Members. Should a Town or Parish Council choose to pay allowances, they should have regard to the recommendations of the Independent Remuneration Panel. The Panel's recommendations as to the allowances of the Towns and Parishes can be a single recommendation applying to all Town and Parishes within the area or make individual recommendations for each Parish.

1.3 The current membership of the Independent Remuneration Panel is:-

- Chairperson – Alan Hill (Local Government Sector Advisor),
- Tim Dugdill (Private Sector Business Advisor)
- Reverend Canon Malcom Rogers MBE (Faith Sector Advisor)

1.4 Sections 2, 3, 4 and 5 of this report outline the way the Panel has come to its earlier conclusions in order to put the recommendations for 2024/2025 into context and these are set out in section 6 of this report.

2. PROCESS OF THE REVIEW

2.1 The Panel's Terms of Reference are to make recommendations to Parish and Town Councils on:

- whether a Parish basic allowance should be paid to Town and Parish Council Members and if so the levels of such allowances;
- whether an enhanced level of allowance should be paid to the Chairperson and if so the level of that allowance;
- the levels of travel and subsistence which should be paid and the duties to which these payments should relate.

2.2 The Panel first met in April 2004 to consider and make recommendations on a scheme of allowances for the Parish and Town Councils which are situated within the Borough of Knowsley. Since that time an annual review has been undertaken. As part of the review process, the Panel was briefed on the roles and responsibilities of the Town and Parish Councils, examined information on the levels of precept and electorate of each of the Town and Parish Councils and gave consideration to statutory Regulations and available Government guidance on Parish Members' allowances.

2.3 Each of the five Parish and Town Councils within the Borough of Knowsley are invited each year to submit their views and information on their remuneration schemes. Responses are considered by the Panel.

3. PARISH BASIC ALLOWANCE AND CHAIRPERSON'S ALLOWANCE

3.1 The Panel noted that Town and Parish Councils may choose to pay their Members an allowance, known as 'Parish basic allowance', to recognise the time and effort they put into their Parish duties. There is no obligation on Town and Parish Councils to pay such allowances. Each Town and Parish Council may make an allowance available to its Chairperson only, or to each of its Members. Where all Members receive an allowance, the amount payable to the Chairperson may be different to that paid to other Members, but otherwise the amount paid to each Member must be the same. The payment of a Town and Parish basic allowance is a discretionary allowance. If a Town or Parish Council wishes to pay a basic allowance, it should have regard to a recommendation from the Remuneration Panel as to whom basic allowance should be paid.

3.2 The Panel has noted that views on the payment of a basic or Chairperson's allowance differed between the five Parish and Town Councils. The majority were not in favour of paying allowances to their Members. Currently only one Town Council, Knowsley, had decided to pay an allowance to its Chairperson and Councillors.

3.3 The Panel was aware that the payment of a Town and Parish basic allowance is intended to recognise the time commitment of Parish and Town Councillors and to cover incidental costs such as telephone calls, etc. However, the Panel noted that the information available to them as to the time commitment, roles and levels of responsibility and the costs which a Parish or Town Councillor may incur in fulfilling his/her role was limited.

3.4 The Panel acknowledged that the power under Section 15 of the Local Government Act 1972 to pay its Chairperson an amount for such expenses as it sees fit remains unchanged. Therefore, notwithstanding the Panel's recommendations in relation to a Town and Parish basic allowance, Parish and Town Councils may, if deemed appropriate, pay a Chairperson's allowance under these existing Regulations.

4. TRAVEL AND SUBSISTENCE ALLOWANCES

4.1 The Panel noted that Town and Parish Councils may also pay its Members an allowance in respect of travel and subsistence. These are discretionary allowances. They may be paid in respect of travel and subsistence both inside and outside the boundary of the Town and Parish. Allowances for travel may include allowances for travel by non-motorised transport, such as a bicycle. If it wishes to pay travel and subsistence allowances, a Town and Parish Council must consult the Remuneration Panel.

4.2 The Panel acknowledges that some of the Parish/Town Councils currently pay travel and subsistence allowances to their Members and would wish to continue to do so.

4.3 The Regulations provide that travel and subsistence allowances may be paid in respect of:-

- a meeting of the authority;
- a meeting of a committee or sub-committee of the authority;
- a meeting of some other body (or a committee or sub-committee of a body) to which the authority make appointments or nominations;
- duties undertaken on behalf of the authority in pursuance of any standing order requiring a member or members to be present while tender documents are opened;
- a meeting of a local authority association of which the authority is a member;
- duties undertaken on behalf of the authority in connection with the discharge of any function of the authority conferred by or under any enactment and empowering or requiring the authority to inspect or authorise the inspection of premises;
- any other duty approved by the authority in connection with discharging the duties of the authority or its committees or sub committees.

4.4 In considering the issue of travel and subsistence, the Panel acknowledged that the majority of duties carried out by Parish and Town Councillors were within the local area.

5. PREVIOUS CONCLUSIONS AND RECOMMENDATIONS

5.1 On the basis of the information considered, the Panel came to the view in 2004, and has reiterated that view subsequently, that Members of Parish and Town Councils have volunteered to undertake this work on behalf of the community and the Panel was not convinced that the role and responsibility merited financial compensation.

5.2 The Panel was also conscious that the cost of any allowances would fall to the local council concerned and would consequently impact upon the Town/Parish precept and the local community.

5.3 The Panel noted that there are differences between the Parish and Town Councils in terms of their sizes, electorate and budgets, but the Panel did not consider it had sufficient information on which to base differentials.

5.4 Subject to the receipt of any further information and evidence from the Parish and Town Councils, in view of the information considered and the conclusions set out in 5.1 to 5.3 above, the Panel has recommended in every year that no Parish basic allowance be payable by the Parish and Town Councils within the Borough of Knowsley.

5.5 The Panel recognised that Members of Town and Parish Councils should be able to claim travel and subsistence expenses incurred in respect of their duties as a Member of the Council. Accordingly, the Panel has recommended in every year that reasonable out of pocket expenses for travel and subsistence be reimbursed in respect of the duties mentioned in paragraph 4.3 of this report.

5.6 In 2005 the Panel was asked to consider the possibility of paying an allowance to non-Borough Council Town and Parish Councillors in respect of the use of ICT equipment at home of £5 per month (Town and Parish Councillors who are also on the Borough Council are already reimbursed by Knowsley Council). There is no provision within the legislation for the payment of such a Parish allowance; however, the Panel was of the view that a Parish could achieve the same end by:-

i) Paying a Town and Parish basic allowance of an equivalent sum (which would be taxable) but this would need to be paid to <u>all</u> Parish Councillors; OR

ii) Reimbursing the cost of consumable items etc by way of an expenses claim with supporting receipts (not taxable if purely for Parish Council business); OR

iii) The Parish Council providing consumables for the Parish Councillor (not taxable if purely for Parish Council business).

5.7 The Panel has stated its belief that any proposal to introduce a new Scheme of Allowances or to increase an existing scheme could be something which the Parish or Town Council may feel is appropriate for consultation with its electorate.

5.8 The Panel has always emphasised that it would welcome representations and new information from Councils to inform future Scheme reviews.

6. THE YEAR 2024/25

6.1 The Panel met remotely on 7 March 2024 to consider its recommendations for 2024/25.

6.2 All Parish and Town Councils within the Borough were invited to submit any views which they wished the Panel to consider. Knowsley Town Council (asking that their submission from last year be re-submitted) outlined a number of points for the Panel to consider in support of a payment of a basic allowance to its Members, the main points of which are summarised below:

(i) All travel expenses are met from the basic allowance. Knowsley Township covers three large areas where public transport is not always reliable and not every Member of the Town Council has access to a vehicle;

(ii) Telephone costs are met from the basic allowance. Any increase in costs is borne by the Member and communication by email is not always possible as not every Member has access to a personal computer or email address;

(iii) The costs of meals and refreshments whilst on council business are met from the basic allowance;

(iv) The majority of Members of the Town Council are in full time work – not all employers pay for time off for public duties. The payment of a basic allowance helps ease the burden of the loss of earnings in this instance.

6.3 Following consideration of the submission and all relevant guidance, the Panel **recommends** that:-

(i) No parish basic allowance be payable during the financial year 2024/25; and

(ii) Reasonable out of pocket expenses for travel and subsistence be reimbursed in respect of duties and meetings covered by the relevant regulations.

6.4 The Panel will always welcome representations on these issues to inform future consideration.

Alan Hill, Chairperson of the Independent Remuneration Panel
April 2024