

Whiston Town Council Meeting Agenda Wednesday 8th November 2023



Serving the Community

**Whiston Town Council
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Sandra Mayers-Town Clerk 07584414866**



Whiston Town Council

Whiston Town Mayor 2023-2024 Councillor R. Gaffney.

Mrs S Mayers - Town Clerk
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SM/KM

1st November 2023

Dear Councillor,

You are hereby summoned to attend an Ordinary Meeting of Whiston Town Council to be held in the Council Chamber, Whiston Town Hall, Old Colliery Road, Whiston on **Wednesday 8th November 2023** commencing at 7.30pm.

Yours sincerely

Sandra Mayers
Town Clerk

AGENDA

Apologies.

1. 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.

2. Announcements from the Town Mayor.

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

3. Announcements from the Town Clerk.

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

4. Announcement from the Leader.

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

5. 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.

6. Planning.

a) Applications.

Members are requested to consider the undermentioned planning applications.

23/02378/REM	Reserved matters application pursuant in part to planning permission 20/00399/OUT for the erection of 254 No. Dwellings and associated works- Approval sought for appearance, landscaping, layout, scale and access to adjacent land	Land South of Lickers Lane, Windy Arbor, Halsnead Garden Village, Whiston.
23/02675/ADV	Display signage comprising 1 No vinyl hoardings sign	Land off Norlands Lane Norlands Lane Cronton
23/002269/FUL	Erection of single storey rear extension together with a loft conversion and erection of a rear dormer extension.	11 Hazel Avenue, Whiston, Knowsley.
23/02643/FUL	Removal of existing fencing, concrete hard standing and dismantling of the gas vent stacks to facilitate a reduction inground levels, alongside the reassembly of vent stacks, installation of replacement boundary treatments, resurfacing and new vehicular access	Symmetry Logistics Park (Land at Former Cronton Collier) Colliery Way, Cronton.
23/00158/FUL	Erection of a single storey rear extension together with the erection of a front porch and internal alterations.	18 Keats Avenue, Whiston, Knowsley.

23/01417/FUL	Application to vary condition 2 attached to planning permission 20/00329/FUL(Erection of residential development of 43 dwellings, comprising 14 No. Apartments and 29 No. Houses together with access car parking and associated development. (Demolition of existing barn) to allow for the amendment of house type (Milton) on plot 4 to include provision of bay windows to front elevation.	Land at Windy Arbor Brow/ Windy Arbor Road, Whiston Knowsley.
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7. Remembrance Sunday Service, St Nicholas Church, Windy Arbor Road, Whiston, Sunday 12th November 2023.

Members are reminded that the service will commence at 10.30am, assembling at the War Memorial for 11.00am followed by refreshments in the church. Please arrive by 10.15am if possible.

8. Whiston Woods – Information.

Members are requested to consider a verbal update from the Clerk or Leader of the Council should any additional information be available.

9. 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 information for items a), b) and c), is not available for balancing and circulation.

a). Bank Reconciliation – October 2023.

(To be circulated at the meeting).

b). Final Payment Summary – October 2023.

(To be circulated at the meeting).

c). Monthly Accounts for Payment – November 2023.

(To be circulated at the meeting).

d). Quarterly Budget Sheet July 2023 – September 2023 Appendix 1

Members are requested to note and agree the quarterly budget sheet from July – Sept 2023 Inclusive.

10. Minutes – Appendix 2.

To receive as a true and correct record the Minutes of the Ordinary Council Meeting held on Wednesday 11th October 2023.

**WHISTON TOWN COUNCIL
ADMINISTRATION**

BUDGET SHEET 2023-2024

	BUDGET	USED	BALANCE	April	May	June	July	Aug	Sept	Feb	March
Burial Facilities	£550.00	£0.00	£550.00								
Insurance - combined policy	£2,148.00	£2,145.05	£2.95	£2,145.05							
Auditor Internal & External	£1,030.00	£1,040.00	-£10.00		£200.00			£840.00			
Conference/Training	£1,500.00	£0.00	£1,500.00								
Printing Stationery/Photocopier	£1,700.00	£1,231.29	£468.71	£124.38	£449.79	£183.46	£170.15	£217.94	£85.57		
Annual Report	£50.00	£0.00	£50.00								
Community Donations S137	£3,500.00	£1,500.00	£2,000.00	£1,000.00			£500.00				
Christmas Lunches	£210.00	£0.00	£210.00								
NALC Information	£120.00	£0.00	£120.00								
Telephone/Fax/Internet	£1,050.00	£418.47	£631.53	£84.64	£84.84	£83.19	£83.99	£81.81	£0.00		
Town Mayor's Allowance	£650.00	£650.00	£0.00								
Hospitality	£200.00	£0.00	£200.00								
WTC Events	£1,500.00	£0.00	£1,500.00								
LAPTC	£1,280.00	£1,223.24	£56.76	£1,223.24							
Office Equipment	£500.00	£360.40	£139.60								
Petty Cash	£350.00	£0.00	£350.00								
Salaries	£82,194.00	£41,379.15	£40,814.85	£6,942.95	£7,426.92	£6,916.96	£6,250.69	£6,920.66	£6,920.97		
National Insurance	£5,340.00	£2,588.55	£2,751.45	£394.10	£449.66	£450.65	£392.41	£450.93	£450.80		
Pension Fund	£16,135.00	£8,969.41	£7,165.59	£1,433.31	£1,531.01	£1,441.02	£1,415.81	£1,574.13	£1,574.13		
Remembrance Poppy Wreath (RBL)	£25.00	£0.00	£25.00								
Gardening Competition	£275.00	£0.00	£275.00								
Staff Uniforms	£500.00	£0.00	£500.00								
Council Memorabilia/Promotions	£500.00	£179.95	£320.05								
Town Council Election Costs	£12,000.00	£0.00	£12,000.00								
Bank Charges	£800.00	£224.85	£575.15								
Sage Payroll Cover	£648.00	£0.00	£648.00	£68.79	£47.16	£59.94	£48.96				
Staff Eye Test	£40.00	£0.00	£40.00								
Computers/Web Site	£500.00	£0.00	£500.00								
IT: support/security/licences	£3,520.00	£2,155.20	£1,364.80	£735.20	£284.00	£284.00	£284.00	£284.00	£284.00		
Annual Subscriptions + Info Commissi	£65.00	£0.00	£65.00								
Contingencies	£2,000.00	£0.00	£2,000.00								
Town Council Lottery Licence	£21.00	£0.00	£21.00								
Miscellaneous		£443.44									
TOTALS	£140,901.00	£64,065.56	£76,835.44	£14,151.66	£10,473.38	£9,561.72	£9,146.01	£10,619.47	£10,556.76	£0.00	£0.00
						£142.50		£250.00	£50.94		

BUDGET	USED BALANCE	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Washlaw Close Playgroun	£900.00	£450.00	£75.00	£75.00	£75.00	£75.00	£75.00						
Washlaw Close - Caretaker													
Multi Use Games Area	£1,500.00	£802.50	£897.50										
Insurance - combined	£307.00	£333.20	£26.20	£802.50									
Refund of payment for usage		£0.00											
Public Open Spaces													
Repairs													
Grounds Maintenance KBC	£1,000.00	£0.00	£1,000.00										
	£11,300.00	£4,317.66	£6,982.34										
		£0.00	£0.00										
TOTAL	£15,007.00	£5,703.36	£9,303.64	£75.00	£677.50	£1,514.22	£1,514.22	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
		408.20	75.00	677.50	1514.22	1514.22	1514.22						
		£408.20	£75.00	£677.50	£1,514.22	£1,514.22	£1,514.22	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
		£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00

Balance R&P Book
Difference (See repairs)

	ESTIMATED	INCOME	DUE IN	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
RECEIPT (incl offset grant)	£292,438.00	£292,438.00	£0.00	£292,438.00											
WILTON TOWN HALL	£36,000.00	£22,622.66	£13,377.34	£4,574.00	£4,072.16	£2,398.50	£5,947.50	£2,751.00	£2,879.50						
DRUG HOWARD CENTRE	£35,000.00	£15,842.03	£19,157.97	£3,186.18	£3,576.56	£2,962.43	£2,889.18	£2,555.18	£672.50						
BERT FOULKES CENTRE	£5,000.00	£2,606.76	£2,393.24	£358.00	£609.25	£207.25	£507.00	£368.51	£506.75						
G.A	£3,200.00	£1,488.00	£1,712.00	£126.00	£284.00	£234.00	£144.00	£286.00	£414.00						
INTEREST	£3,500.00	£3,759.55	£-259.55	£323.44	£624.60	£614.43	£732.55	£755.50	£709.03						
TOTAL	£10,000.00	£6,650.74	£3,349.26	£9,650.74											
WILSON SURPLUS 23/24 plus deducted retrospectively each month	£23,800.00		£23,800.00												
GRAND TOTAL	£408,938.00	£345,407.74	£63,530.26	£307,656.36	£9,166.57	£0,416.61	£10,280.23	£6,706.19	£5,181.78	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
GRAND TOTAL		£0.00													

GRAND TOTAL

WHISTON TOWN COUNCIL

At the Ordinary Meeting of Whiston Town Council held in the Council Chamber, Whiston Town Hall, Old Colliery Road, Whiston on Wednesday 11th October 2023 commencing at 7.30pm, the following were:-

**Present
Councillor R. Gaffney
Town Mayor
(In the Chair)**

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

Apologies.

Apologies for absence were received on behalf of Councillors: C. Powell and J. Mimmagh.

61. Leave of Absence.

Due to continuing health issues Councillor J. Mimmagh requested leave of absence upto and including February 2024. If the Member's health improves beforehand, Councillor Mimmagh will notify the Clerk and resume attending meetings.

Resolved: That the Council approve the extended leave of absence for Councillor Mimmagh, upto and including February 2024 due to continuing health issues.

62. Public Forum.

The meeting was adjourned at 7.32pm and resumed at 7.46pm to allow members of the public to raise issues they may have in relation to the area. Thirteen members of the public attended the meeting and raised the undermentioned issues.

Whiston Woods. Residents disagreed with the statement put forward by the Borough Council which had indicated that some people were trying to mislead others regarding the past and future proposals for the cemetery extension in Whiston. Residents requested that Whiston Town Council write to the Chief Executive of the Borough Council requesting a public meeting at Whiston Town Hall, to ensure the local residents are able to have their questions and concerns answered. The Council will also seek information in relation to the recent consultation events held and clarification on a number of other issues. Residents also asked if Whiston Town Council Members thought it was appropriate for some of Whiston Town Council Members to remain impartial.? A response was given in relation to this.

63. Announcements from the Town Mayor.

The Town Mayor gave the following announcement. FOR INFORMATION ONLY. Junior Local Democracy Day. The Town Mayor was looking forward to attending the event and was pleased that this project will be rolled out to other primary schools in the area during 2024.

64. Announcements from the Town Clerk.

The Town Clerk gave the following announcement. FOR INFORMATION ONLY. Junior Local Democracy Day, The Town Clerk informed members that the first Junior Democracy Day is due to be held on Thursday 12th October 2023. Christmas Lights, Whiston Village. Letters in relation to supporting the lights have now been sent to the developers at Halsnead Garden Village.

65. Announcement from the Leader.

The Leader gave the following announcement. FOR INFORMATION ONLY. Junior Local Democracy Day, The Leader was extremely happy that all three primary schools have engaged with the Junior Democracy Day and hopes it will be a huge success. Christmas Lights, Whiston Village. Although no official event will be held to mark the switching on of the lights, it is hoped that the provision of lights in the village will be welcomed by the local residents of Whiston.

66. Declarations of Interest.

The undermentioned Members declared an interest in the items indicated, left the meeting room at 7.50pm and returned at 7.54pm

Councillor	Agenda Item	Nature of Interest
D. Allen	7a	KBC Planning Committee
R. Gaffney	7a	KBC Planning Committee
K. Taylor	7a	KBC Planning Committee

67. Planning.

a) Applications.

Members considered the undermentioned planning applications.

23/02068/FUL	Demolition of conservatory and erection of a single storey rear and side extension and porch to front elevation.	52 Manorwood Drive, Whiston, Knowsley.
23/01244/FUL	Erection of 2 no. Single storey front porch extensions together with external alterations.	372-374 Cronton Road, Cronton, Knowsley
23/02389/FUL	Amendments to existing access and landscaping scheme of approved agricultural grain storage	Land Adjacent to Prescot Road North of Red House Farm and South of Cronton Road Cheshire

	building. (Application 23/00005/AGR)	
23/02532/FUL	Erection of first floor infill extension, first floor front extension together with front and rear dormer extension.	25 Foxshaw Close, Whiston, Knowsley.

Resolved: No objections were raised in relation to the above planning applications.

68. Remembrance Sunday Service, St Nicholas Church, Windy Arbor Road, Whiston, Sunday 12th November 2023.

Members were requested to attend the above service at 10.30am, assembling at the War Memorial at 11.00am followed by refreshments in the church.

Resolved: That the report be noted.

69. Christmas lights, Whiston Village.

The Town Clerk Informed Members that the installation of all works will be complete by 31st October 2023 with a view to the lights being switched on week commencing 20th November 2023 through to 5th January 2024.

The **£3,000** included within the report for 2024 and 2025 please see below:

Mid-year check	£ 673.00
Traffic management	£1,457.00
Repairs / maintenance	£ 850.00
Cost of energy	£ 20.00
	£3,000.00

Resolved: That the report be noted.

70. Minutes.

The Minutes of the Ordinary Meeting held on Wednesday 13th September 2023.were received as a true and correct record and signed by the Town Mayor.

71. Accounts.

Members were requested to note and agree the undermentioned information in relation to finance.

a). Bank Reconciliation – September 2023.

Resolved: That the bank reconciliation for the month of September 2023 be noted and agreed.

c). Final Payment Summary – September 2023.

Resolved: That the final payment summary for the month of September 2023 be noted and agreed.

b). Monthly Accounts for Payment – October 2023.

Resolved: That the monthly accounts for payment for the month of October 2023 be noted and agreed.

72. Recording of Whiston Town Council Meeting – Policy.

Members considered a detailed policy in relation to individuals recording / capturing at future Whiston Town Council meetings.

Resolved: That the policy be adopted with immediate effect and details be uploaded to the Town Councils website.

73. Whiston Woods, document in relation to designated land.

Members considered correspondence in relation to the original designated land for the cemetery extension and the proposed cemetery extension at Whiston Woods.

Resolved: That the Clerk write to the Chief Executive of Knowsley Borough Council requesting a public meeting and also clarification in relation to changes made in relation to future phases of the cemetery between 1994 and 2016 Local Plan for Halshead Garden Village.

74. Mince Pie and Music Event – Monday 4th December 2023 commencing at 12 noon – 2.00pm.

Members were encouraged to share information to residents who may be isolated or lonely. This event will be an ideal opportunity for those people to meet new friends. Members are also requested to indicate if they are available to offer help on the day.

Resolved: That the information be shared to help ensure that as many residents who may be isolated can attend.

Minutes 61 – 74 be received as a true and correct record and signed by the Town Mayor on Wednesday 8th November 2023.

The Meeting Close at 8.15pm
Town Mayor