

Whiston Town Council Meeting Agenda Wednesday 14th June 2023



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 2023-2024 Councillor R. Gaffney.

Mrs S Mayers ~ Town Clerk
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SM/KM

6th June 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 14th June 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.

23/00202/FUL	Part conversion of garage to form habitable room.	80 Speakman Way, Prescott Knowsley.
23/00205/FUL	Erection of a single storey rear extension and a first-floor rear extension.	93 St Helens Road, Prescott, Knowsley.
23/00542/LBC	Installation of roof mounted solar photovoltaics (PV) to roof slopes of the new build annexes, block A ,block B	The Watchfactory Albany Road, Prescott, Knowsley
21/00783/NMA	Non material amendment to planning permission 21/00783/FUL (Erection of 22 No. Apartments and associated parking and landscaping) Amendment sought to allow for changes to bin/cycle storage and changes to windows.	35 Greenes Road, Whiston.
23/00423/FUL	Change of use of existing car parking spaces to jet wash bay.	Tesco Petrol Station Steley Way, Prescott
23/00210/FUL	Demolition of car wash and jet wash machine and the creation of charging zone, erection of EV chargers, erection of canopy, one jet wash bay,	Whiston Service Station 240 –242 Warrington Road Prescott.

	sub-station enclosure and associated forecourt works,	
22/00669/FUL	Erection of four storey extension to existing hospital building comprising endoscopy department, decontamination unit and office accommodation in addition a service plant area to the lower ground floor & plant room to part of roof.	Whiston Hospital Warrington Road Whiston

7. Outside Bodies – Appointment.

Members are requested to note that the Borough Council no longer hold regular officer meetings to discuss the development at Halsnead Garden Village, therefore Councillors J. Mimmagh and S. Rees will not be required to represent Whiston Town Council as agreed at the Annual Council Meeting held on 17th May 2023.

8. Minutes – Appendix 1.

To receive as a true and correct record the Minutes of the Annual Council Meeting held on Wednesday 17th May 2023.

9. Minutes – Appendix 2.

To receive as a true and correct record the Minutes of the Ordinary Council Meeting held on Wednesday 17th May 2023.

10.Minutes- Appendix 3.

To receive as a true and correct record the Minutes of the Annual Public Meeting held on Wednesday 24th May 2023.

11. Accounts.

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

a). Bank Reconciliation – May 2023 – Appendix4.

b). Monthly Accounts for Payment – June 2023 – Appendix 5.

c). Final Payment Summary – May 2023 – Appendix 6.

12. Charge for hire of facilities - Appendix 7

Members are requested to consider the attached report in relation to room hire at each of Whiston Town Council's facilities.

13. Energy Performance Certificates and Display Energy Certificates, Whiston Town Council Facilities – Appendix 8

Members are requested to consider the circulated report in relation to EPC's, DEC's and energy efficiency measure at each of Whiston Town Council's facilities.

14. Whiston Woods Consultation Event – Appendix 9

Members are requested to note the circulated information in relation to a number of consultation events taking place during the month of June 2023. This information has been posted on social media as well as notice boards at each of our sites.

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 17th May 2023, commencing at 7.30pm the following were:-

Present

Councillor J Mimmagh - Deputy Mayor opened the meeting.

R. Gaffney

**Newly Elected -Town Mayor
(In the Chair)**

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

S Mayers – Town Clerk
V. Jones – Finance Officer

Apologies

Apologies for absence were received on behalf of Councillor G. Wickens

1. Election of Town Mayor for the Year 2023/2024.
Resolved: That Councillor R. Gaffney be elected as Town Mayor for 2023/2024.
2. To receive the Town Mayor's declaration of Acceptance of Office
Resolved; The Town Mayor Councillor R. Gaffney signed the declaration of Acceptance of Office for 2023/2024.
3. Retiring Town Mayor's remarks.
Resolved: The retiring Town Mayor did not attend the Meeting although an update was provided at the Council meeting held in April 2023.
4. Election of Deputy Mayor for 2023/2024.
Resolved: That Councillor S. Henry be elected as Deputy Mayor for 2023/2024.
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 2023/2024

To: The Town Mayor and Members of Whiston Town Council

Meeting Wednesday 17th May 2023

Report of the Town Clerk

Members are 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 2023/2024.

Resolved: That the circulated Standing Orders and Financial Regulations for 2023/2024 be agreed.

5(b) Appointment of Committees 2023/2024.

1. Personnel Committee.

(i) Terms and Reference

To consider all matters relating to staffing issues affecting the work of the Council.

(ii) Membership

Councillors x 3

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

Councillors x 3

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) **Current Membership**
Sandra Mayers, Town Clerk
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**
Councillors x 3
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) **Current Membership**
Town Mayor, Leader and Town Clerk
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 2023//2024

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

- a) **Merseyside Association of Parish and Town Councils**
Councillors x 2
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

Leader of the Council and Town Clerk.

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

Councillors x 2

Resolved That Councillors J. Mimmagh and S. Rees be appointed to serve on Halsnead Garden Village, Knowsley Borough Council.

5 (d) Times, Venue and frequency of Whiston Town Council Meetings for 2023/2024.

- (i) The Town Council Meetings are held in Whiston Town Hall on the third **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 2023 on Wednesday 24th May 2023 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**

Resolved: That the monthly meeting be changed from the third Wednesday of each month to the second Wednesday of each month.

2023

14th June
12th July
13th September
11th October
8th November
13th December

2024

10th January
14th February
13th March
10th April
8th May

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.

Resolved: The Deputy Mayor Councillor S. Henry, expressed that he may wish to hold a Civic Sunday Service as the Deputy Mayor of the Council and Members will be notified in due course.

Remembrance Sunday Service.

This will be held at St Nicholas Church, Windy Arbor Road, Whiston on Sunday 12th November 2023, 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 7.41pm.

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 17th May 2023 commencing at 7.41pm immediately following the Annual Town Meeting the following were:-

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

Councillors: D. Allen, J. Burke, T. Byron, S. Henry, J. Mimmagh, N. Murray, T. Murray, C. Powell, S. Rees and K. Taylor.

S Mayers – Town Clerk
V. Jones – Finance Officer

Apologies

Apologies for absence were received on behalf of G. Wickens

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.

The Meeting was adjourned at 7.42pm to allow Members of the public to speak. Fourteen Members of the public attended the meeting and Mr J. Taylor a local bird watcher, raised a number of environmental concerns. Mr J. Taylor requested that the newly elected Members show concern for Whiston Woods. He talked in detail about 29 bird species some of which are listed for protection-5 of the species are currently on the RSPB red list. Mr J. Taylor talked about the abundance of wildflowers and wildlife and the review by central government to expand green spaces.

Councillor K. Taylor responded and asked for a copy of the full statement to allow him to take this to the Borough Council. Councillor K. Taylor informed the residents that a number of emails have been sent to the Borough Council and has asked residents to continue to monitor the situation during the consultation process and that they remain dedicated to protecting Whiston Woods. Residents were informed that to date no plans have been submitted for the development of a woodland Cemetery at Whiston Woods. The Town Mayor read a response from M. Harden Chief Executive Officer, Knowsley Borough Council. The Town Clerk informed residents that all correspondence received will be available to view on Whiston Town Councils website www.whiston-tc.gov.uk

A number of further concerns, around the impact on residents were also raised by those in attendance, as was the continued road closure of Lickers Lane which has

exceeded the original six weeks by a further six week delay, making a total road closure of almost three months. It is anticipated that the road will re-open early June 2023.

The development taking place on the corner of Paradise Lane is causing poor visibility to motorists turning onto Greenes Road. This will be taken up with highways at the Borough Council.

The meeting was reconvened at 8.10pm.

2. Announcements from the Town Mayor

The retiring Town Mayor of the Council did not attend the meeting although an update of her year in office was provided at the meeting held in April 2023.

Councillor R. Gaffney Town Mayor Elect, informed Members that this will be his third term as Town Mayor and he was looking forward to working with the community of Whiston.

3. Announcements from the Town Clerk

The Town Clerk gave the undermentioned updates **FOR INFORMATION ONLY.**
Documents. The newly elected Members have now signed all the appropriate documentation.

Garden Flower Beds. The staff have commenced planting the flower beds here at Whiston Town Hall.

Photographs. for website and notice boards around the Whiston area, please ensure you have your picture taken by Mr Miller- Site Manager in the main hall before you leave this evening.

Date of Accounts reads 2022 and should be amended to read 2023.

4. Announcement from the Leader.

The Leader of the Council gave the undermentioned report **FOR INFORMATION ONLY.**

Halsnead Garden Village. The Leader remains concerned regarding the level of pollution / air quality, lack of improved facilities, doctors, schools and the impact on the highway. The lack of infrastructure has been highlighted with the Borough Council.

Whiston Woods again highlighted that any development at Whiston Woods would have a detrimental effect, not only on those dedicated to protecting the area but for the whole of the Whiston.

Town Council Members. It is hoped to develop a collaborative approach towards non Green Party Members.

5. Declarations of Interest

No declarations of interest were received.

6. Planning

a) Applications

Members considered the undermentioned planning applications.

23/00191/CLD	Certificate of lawful development for proposed single storey rear extension.	104 Dragon Lane Whiston Knowsley
23/00040/FUL	Demolition of existing garage and the erection of a single storey garage	152 and 154 Windy Arbor Road Whiston Knowsley
23/00169/FUL	Erection of a 2 storey side extension side extension (Demolition of existing utility room)	175 Windy Arbor Road Whiston Knowsley

Resolved: That no observations be put forward in relation to the above planning applications.

7. Annual Public Meeting – Wednesday 24th May 2023

Members were requested to attend the meeting scheduled for Wednesday 24th May 2023 commencing at 7.30pm.

Resolved: That the report be noted.

8. Signatories for Accounts and Investments for 2023-2027.

In accordance with the Councils Financial Regulations, The Council is required to provide details of three Members of the Council who will be the signatories on all Whiston Town Councils Accounts and Investments for the next four-year period.

Resolved: That Councillors J. Mimmagh, T. Murray and S. Rees be the authorised signatories for the next four-year period.

9. Approval of Dispensation for Members, Section 33 of the Localism Act 2011.

Members were requested to receive and agree to the dispensations received from Members under section 33 of the Localism Act 2011. This is to enable Members to set a precept each year from 2023 through to 2027.

Resolved: That under Section 33 of the Localism Act 2011 a dispensation be agreed in accordance with the Act for all newly elected Members who preside in the Whiston Area.

10. Minutes.

The minutes of the Ordinary meeting held on Wednesday 19th April 2023 be received as a true and correct record and signed by the Town Mayor.

Resolved: That the Council agree not to continue to use the word Purdah to identify the pre-election period as this may be offensive to Muslim and other religious groups.

11. Accounts

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

a). Bank Reconciliation – April 2023.

Resolved: That the Bank Reconciliation for the month of April 2023 be noted and agreed.

b). Monthly Accounts for Payment – May 2023.

Resolved: That the Monthly Accounts for Payment for the month of May 2023 be noted and agreed.

c). Final Payment Summary – April 2023.

Resolved: That the Final Payment Summary for the month of April 2023 be noted and agreed.

12. Internal Audit 2022-2023.

Members were requested to consider the report of Mr D. Blanchflower, Internal Auditor, for financial year 2022-2023.

Resolved: That the report be noted and agreed and staff thanked.

13. Annual Governance and Accountability Statement Section 1. 2022-2023.

Members were requested to consider and agree Section 1. Annual Governance and Accountability Return for 2022-2023.

Resolved: Members considered, noted and agreed the Annual Governance and Accountability Statement Section 1 in relation to financial year 2022-2023.

14. Accounting Statement 2022-2023 Section 2. External Auditor's Report Section 3.

Members were requested to consider and agree Section 2. Accounting Statement 2021-2022. Section 3. External Auditor's Report and Certificate 2022-2023 (to be circulated after completion of external audit).

Audit of Accounts 2022-2023.

a) Internal Audit Statement

b) Balance Sheet

c) Income and Expenditure

d) Explanation of significant Variation

e) Bank Reconciliation

f) Copy of bank statements and verifications

g) Supporting notes

h) Insurance Public Liability Document

Resolved: Members considered, noted and agreed the Accounting Statement Section 2. in relation to 2022-2023 Audit and also noted and agreed the circulated documents in relation to the External Audit for 2022-2023.

15. Prescott Community Church, Application for Financial Assistance.

Members considered an application for financial assistance from Prescott Community Church. The group are seeking funding towards the cost of kitchen equipment etc. If

Members agree, this could be met using expenditure powers under section 137 of the Local Government Act 1972 and met out of the Community Donations budget which currently stands at £2,500.00.

Resolved: That the offer for financial assistance be deferred pending submission of the relevant documentation in relation to the safeguarding policy. It was also agreed that all future successful applications for funding must provide receipts for items purchased.

16. Report of the Independent Remuneration Panel.

Members are requested to note the findings of the Independent Remuneration Panel on Town / Parish Council Allowances 2023.

Resolved: That the Report be noted and, as in past years, no allowance be paid for Members serving on Whiston Town Council.

Minutes 1-16 be received as a true and correct record and signed by the Town Mayor on Wednesday 14th June 2023.

The Meeting Closed at 8.44pm

Town Mayor

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 24th May 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 and K. Taylor.

P Martland- Merseyside Police.

S. Mayers-Town Clerk.

Representative – W. Longshaw, Director of Integration, St Helens & Knowsley Teaching NHS Trust.

Apologies

Apologies for absence were received on behalf of Councillors J. Mimmagh, C. Powell and G. Wickens.

S. McKay – Forestry Commission.

D. Milburn -Officer-Knowsley Borough Council.

Mr & Mrs Jones – Residents.

Prior commencement of the meeting Members gave a brief introduction.

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.

The minutes of the Annual Public Meeting held on Wednesday 25th May 2022 were received as a true and correct record.

3.Annual Report 2023.

The Annual Report for 2023 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 2023 be noted and agreed.

4.Accounts.

The unaudited accounts of Whiston Town Council for 2022-2023 (page 7 Annual Report) were circulated.

Resolved: That the unaudited accounts for 2022/2023 be noted and agreed.

5. Ashtons Charity.

S Mayers gave a brief overview of Ashtons Charity, outlining details of previous successful individual applications. The undermentioned information is a true reflection of the accounts at 31st March 2023. The fund does not represent assets of Whiston Town Council and is not included in consolidated balances.

ASHTONS CHARITY 2022-2023

CURRENT ACCOUNT		97540927	
Opening Balance	01/04/2022		£ 12,524.50
Income		£ 1728.37	
Expenditure	Donations		
Closing Balance	31/03/2023		£ 14,252.87

BUS RES ACCOUNT		85367486	
Opening Balance	01/04/2022		£ 16,613.81
Income		£ 58.93	
Expenditure			-
Closing Balance	31/03/2023		£ 16,672.74

SHARES VALUE

31/03/2023 3,172.49 units, mid-market value of share £1871.37

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.

The undermentioned information is a true reflection of the accounts at 31st March 2023.

WHISTON OVER 55'S FUND/ LUNCHEON CLUB

Opening Balance Business Res Account 85371238

	b/f	£	4,592.60
TOTAL INCOME	£	16.31	
LESS EXPENDITURE		-	

Closing Balance as at 31st March 2023 **£ 4,608.91**

Opening Balance 89909895

	b/f	£	1,295.00
TOTAL INCOME		£	250.00
LESS EXPENDITURE			

Closing Balance as at 31st March 2023 **£ 1,545.00**

7. Whiston Town Mayors Charity Fund.

The Town Clerk circulated details of the Town Mayors Charity Fund at 31st March 2023.

WHISTON TOWN MAYORS CHARITY FUND 2022-2023

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 Whiston Community.

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

Opening Balance	01/04/2022	<u>£ 807.58</u>
Income 25/10/22	£ 620.00	M. Burke Thompson
Income 22/12/22	£ 935.00	M. Burke Thompson
	£ 1,555.00	
Expenditure 20/06/22 Donations	£ 700.00	J.A.Parker
Balance	31/03/2023	<u>£1,662.58</u>

8. Any Other Business.

a).Resident: Why do the Council charge St Leos School parents to use the car park when dropping off children ?.

Answer: The school had an arrangement with the Council and it was agreed that a concessionary rate of £8 per hour be charged equating to £12 per day during term time. A number of more sustainable options had previously been explored. The school parents had benefitted from the usage for many years and due to the change in Whiston Town Council's hire groups, it was having a financial impact to open and close the car park to accommodate parents.

b).Resident.Why is the road closure still in place at Lickers Lane ?, A resident had previously contacted united utilities who identified the delay as a technical issue, due to a large number of rocks being dislodged.

Answer. A couple of dates have been identified for the re-opening of the road which is to be expected between the 9th and 16th June 2023. This also brought about a conversation around the poor condition of the road since the road closure of Fox's Bank Lane.

c).Resident. Many trees have been cut down on Stadt Moers Park, although a local resident (tree surgeon) is of the opinion that a number of the trees are not diseased.

Answer. A large number of the trees have been cut back due to a disease called Ash dieback, which it is believed can easily spread. Town Clerk to check this out with the Rangers based at Stadt Moers Park.

d)Resident. There is still an issue with people driving up Halsnead Avenue, although this is a one-way system. Also, this resident has had on four occasions cars driving into her wall and has previously taken this up with the Borough Council asking for bollards. This request has never progressed.

Answer. The police are fully aware of traffic not complying with the one-way system and have run a couple of spot check days. P. Martland, Merseyside Police said he would again take up this issue. The Town Clerk will contact the Borough Council regarding the cars crashing through the resident's wall and push for the implementation of bollards. Only recently a number of objections to the implementation of speed restrictions have been put to the Borough Council Highways Department.

e)Resident. Whiston Cemetery, why has the consultation been brought forward to the 5th June 2023?. It is clear in the Local plan of 2014 S884 that an area of land that has now been earmarked for a housing development was previously identified as an extension to the burial ground.

Answer. It was made clear to the residents that every single Green Party Councillor fully supports the residents and strongly opposes the development.

f)Resident. What is happening with the former Penny Black Public House site.

Answer. It has had planning approval for bungalows / flats.

g)Resident. At the Town Council meeting held in April the Clerk was requested to write on behalf of the residents and an assurance was given that the responses would feed back to residents.

Answer. This was done and any responses received have now been posted (once permission has been given) on Whiston Town Councils website www.whiston-tc.gov.uk, under the heading: Whiston Woods.

h)Resident. We still have a lack of regular bus services that accommodate Whiston and residents asked why can't the 61 cover the Lickers Lane route.

Answer. The bus companies provide services that will generate income and, if a service is not being used on a regular basis, in the past, these routes have either been massively reduced or withdrawn. The Mersey Region Bus consultation is due to take place at Whiston Town Hall Council Chamber on Thursday 8th June 2023, commencing at 12 noon. All residents are welcome.

i)Resident. Each day at 4.30pm a number of scrambler bikes are on Stadt Moers Park. This is also happening at the weekend and making a number of residents very cautious about going onto the park for a walk, as the speed of the scrambler bikes is going to cause an accident.

Answer. Over the past three months Merseyside Police have been training quad bike riders who will hopefully be deployed to problem areas. Residents were encouraged to report any incidents to the police to allow them to gather the information and then allocate a response.

j)Residents. Concerns were raised with regard to poor visibility when exiting Paradise Lane onto Groonoo Road. This is due, in the main, to the developer who has erected a display

board. Shaba the Italian Restaurant in Whiston village, has been set up with tables, chairs etc although never been open.

Answer. Town Clerk will contact planning enforcement team regarding poor visibility at junction of Paradise Lane and Greenes Road and make enquiries regarding the Restaurant.

k)Resident. What is happening with the building in the cemetery which was to be built with stone and glass from the original Whiston Hospital Chapel?.

Answer. This is to be downscaled due to materials and costs and is currently being reviewed by the architects.

l)Resident. Trains overcrowding coming into Whiston Station, and residents are unable to get onto the trains. A resident who has a disability was refused access to the train due to the area identified for wheelchair access being blocked. No offer of help was given to the resident by Merseytravel staff.

Poor access for wheelchairs to the shops on Dragon Lane, Whiston. due to a lack of drop kerbs.

Answer. The Clerk will write to Merseytravel regarding the train issues and lack of support for people with disabilities. The issue reference provision of dropped kerbs at Dragon Lane shops will be taken up by Borough Councillors.

9. Date of next meeting – Wednesday 29th May 2024.

The Meeting closed at 9.56pm

MONTHLY BANK RECONCILIATION				
May-23				
Balance 01/05/2023		£ 653,771.41		
Receipts in May 2023		£ 9,166.57		
Less Payments in May 2023		£ 28,775.71		£ 634,162.27
BALANCES				
Fixed Term Deposit A/c 85172626			£ 50,488.22	
Business Res A/C-89979389			£ 576,572.15	
Current A/C-97589667			£ 7,101.90	
Less unpresented cheques				
Current a/c balance				
Total Credit Balance			£ 634,162.27	
Balance c/fwd				£ 634,162.27

PAYMENTS - Council Meeting 14th June 2023

4	BACS	Inland Revenue. Tax, National Insurance. Month 2		
4	BACS	Merseyside Pension Fund. Contributions. Month 2		
4	BACS	Prudential Assurance Company. AVC Contributions		
1	BACS	Gary Ryan Plants Hanging Baskets for Whiston Town Hall		
1	BACS	J Dyson. Caretaker, Foxshaw Close	£	61.00
1	BACS	ICU Group Ltd: monthly IT support & backup	£	75.00
1	BACS	Amazon Business Fridge thermometer and chopping boards	£	340.80
1	BACS	Knowsley Borough Council, Grounds Maintenance	£	30.94
1	BACS	Knowsley Borough Council, None Domestic Rates		
1	BACS			
1	BACS			

PAYMENTS - After Council Meeting 14th June 2023

Sub Total

Sub Total £ -

Total Payments £ 507.74

This list is subject to change

FINAL PAYMENT SUMMARY MAY 2023
Month 2 MAY 2023

6

PAYMENTS after Council Meeting April 2023

1	BACS	Trade UK Brush set and paint	£	30.00
2	BACS	The Sensory Hive Donation towards equipment	£	500.00
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1	BACS	B & Q - Trade UK Paper Blue Roll	£	75.00

Sub Total £ 2,715.00

PAYMENTS prior to Council Meeting May 2023

4	BACS	Inland Revenue. Tax, National Insurance. Month 1	£	3,240.27
4	BACS	Merseyside Pension Fund. Contributions. Month 1	£	3,219.00
4	BACS	Prudential Assurance Company. AVC Contributions	£	1,000.00
1	BACS	4th St Helens Scouts - bedding plants	£	120.00
1	BACS	ICU Group Ltd: monthly IT support & backup	£	340.80
		1st Whiston Scout Group - Donation from Mayors charity	£	100.00
		Whiston over 55 club - Donation from Mayors charity	£	100.00
		Whiston Luncheon club - Donation from Mayors charity	£	130.00
		Breast Mates - Donation from Mayors charity	£	100.00
		St Leo's and Southmead Catholic Primary - Donation from Mayors charity	£	275.00
		Halshead Primary School - Donation from Mayors charity	£	275.00
		Whiston Willis Primary Academy - Donation from Mayors charity	£	275.00
		Dogs Trust Merseyside - Donation from Mayors charity	£	300.00
1	BACS	J Dyson. Caretaker, Foxshaw Close	£	75.00

Sub Total £ 9,550.07

PAYMENTS 17th May 2023

1	BACS	Knowsley Borough Council. Rates, 3 Centres	£	1,521.00
1	BACS	D Blanchflower Annual (internal) Audit to 31/03/2023	£	200.00
1	BACS	CA Hunt Builders and Shop fitters Outdoor work at GHC	£	2,200.00
1	BACS	Lyreco - Stationery and tea/coffee	£	338.67
1	BACS	Canon UK Rental and usage of photocopier	£	182.83
1	BACS	S T Electrical and Security Ltd Repairs to door lock and lights	£	429.07
1	BACS	B&Q - Trade UK Paper Blue Roll	£	75.00
1	BACS	Amazon - Water filter	£	26.00

Sub Total £ 4,972.57

PAYMENTS after Council meeting May 2023

Sub Total £ -

Total Payments

£ 14,522.64

Wages

£ 12,743.78

Total Direct Debits

£ 1,509.59

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

Final Schedule of Payments May 2023

Total Payment R & P Book

£ 28,775.71

Total Payments May

Wages

£ 12,743.48

Accounts Sheet for May

£ 14,522.64

Direct payments for May

£ 1,509.59

Total Payments May

£ 28,775.71



To: Town Mayor and Members;

Meeting 14th June 2023

REPORT IN RELATION TO:

Review of Charges for Whiston Town Council Facilities.

PURPOSE OF THE REPORT

Members are requested to consider the current charges in relation to Whiston Town Council facilities. Including the allocation of free room hire for individual groups.

BACKGROUND

Back in 1995, Minute 273 refers, Whiston Town Council resolved: that all hire of the Council's facilities should be hired on the user's ability to pay, with the need to cover operational charges. For several years, the Council have arranged a concessionary rate for community groups and a business rate for all other users, with no free room hire being allocated. Whiston Town Council, as a governing body, does not pay when using the Council's facilities as the Council is made up of several volunteers who require a space should they wish to discuss Council business. In the past, Members wishing to hold a pre meeting to discuss the Council meeting Agenda, would request the Clerk circulate a notice with the monthly Agenda from the Leader requesting all Members attend a scheduled pre meeting.

It has not been regular practice to allow groups free room hire and, in accordance with the Local Government Act 1986 legislation, Section 2, Local Authorities must not publish or arrange for the publication of any material which, in whole or in part, appears to be designed to affect public support for a political party (photocopying, room hire, production of leaflets etc. may be considered as support).

Members are therefore requested to consider the hire of its facilities and in particular the allocation of free room hire for community groups, charities, and political organisations, who currently pay a concessionary rate of £9.00 per hour for hire.

FINANCIAL IMPLICATIONS

Should Members agree to free room hire for individual groups the gross cost would be £20 per hour, unless hire was agreed at a time when the Council facilities are already open, then no additional cost would be incurred.

CONCLUSION

When considering free hire for individual groups Members must be made aware that in the past a number of community groups and charities and other organisations have not had free room hire agreed.



To: Town Mayor and Members:

Meeting 14th June 2023

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To: Town Mayor and Members:

Meeting 14th June 2023

REPORT IN RELATION TO:

Energy Performance Certification (EPC)

Display Energy Certification (DEC)

Energy Efficiency Recommendations.

PURPOSE OF THE REPORT

To consider the circulated information in relation to a recent report received from Mr. M. Ellis, Surveyor, Carbon Certification, to consider the background information, recommendations and financial implications contained within this report.

BACKGROUND

In order to ensure Whiston Town Council are fully compliant with the requirements of energy performance certification and display energy certification at each site it has been necessary to instruct an accredited professional to carry out the required assessment and calculations.

WHISTON TOWN HALL

It is important that Members are aware that this building was built in 1973 and building regulations Part L were implemented in 1976 therefore energy efficiency was not measured at the time.

This building currently has in place an EPC which will expire in April 2024. It is not advisable to lodge a renewal before this time. The findings of the recent inspection / calculation will not be lodged until April 2024. On initial findings this building will fall below the MEES (Minimum Energy Efficiency Standard) as a category of band F has been identified, which is due in the main to the lack of insulation in walls and ceilings and therefore, it is recommended that insulation work be carried out before April 2024 if Members wished to ensure a rating of band E.

The heating boiler at this site is 81% efficient and a replacement may be considered in the long term. Due to the age of this building and the significant area of flat

roofing it is not likely to improve to above a D rating without significant investment in providing pitched roofing etc.

The DEC for this building is almost complete pending energy usage amounts from energy provider and will then be displayed in line with the legal requirements. The implementation of this will ensure that the annual energy usage is monitored and recorded.

GEORGE HOWARD CENTRE

This building is currently rated as band D and again would benefit from Insulation to the walls and roof space area, along with photovoltaics.

The heating boiler efficiency at this site is 85%

The DEC for this building is almost complete pending energy usage amounts from energy provider and will then be displayed in line with the legal requirements. The implementation of this will ensure that the annual energy usage is monitored and recorded.

ROBERT FOULKES CENTRE

Again, this building is currently rated as band D and would also benefit from Insulation to the walls and roof space area, along with photovoltaics.

The heating boiler efficiency at this site is 85%. There is no legal requirement for a DEC at this site.

Members will note that each building does currently comply with the MEES rating. Although improvements could be made, it is recommended that the fabrication of the building should always be considered first. It is hoped that the central government will allocate funding under the PAS 2038 program, going forward.

The Assessors recommendation prior to April 2024, is to consider insulation to the fabrication of this building to avoid being categorized below the Measured Energy Efficiency Standard.

FINANCIAL IMPLICATIONS

Initial costs have recently been obtained for cavity wall insulation at Whiston Town Hall and it would be advisable to initially consider this as part of an energy efficient program at an estimated cost of £9,800. This amount has not been included within the 2023-2024 budget and therefore any expenditure would be met out of reserves held by the Council.

CONCLUSION

Members are requested to note that improving energy efficiency in Community Centres, built in the 1970's and 80's would be extremely costly, due in the main to age and design type of the buildings. Obtaining an energy rating of C and above would require extensive work and funding. The practice has been for many years, to make improvements as and when renewal is necessary and therefore Members are requested to give an indication if they wish for this practice to continue.

WHISTON WOODS

THE OVERALL PROPOSAL - A MIXED USE OF THE SITE FOR THE BENEFIT OF ALL

Knowsley Council is seeking feedback on proposals to extend Knowsley Cemetery into part of the Whiston Woods site. The proposals will create the additional burial capacity needed over the next 100 years to allow residents of Knowsley and neighbouring areas to lay their loved ones to rest in the local area.

A central section of the site has been identified as a suitable area to create a formal cemetery space. This 4 hectare plot will sit within the existing 20 hectare woodland, which will be improved and maintained as a community woodland site. To support this new offer, infrastructure improvements will need to be made - specifically, creating a one-way vehicle access in and out of the site, parking bays, and securing the site to vehicle access during non-working hours. The Council also recognises that this is an opportunity to protect and improve a valuable local public green space site.

In addition, habitat improvement works will also take place to support the diversification and enhancement of the woodlands and habitats across the site. Further improvements will include upgrading the existing path network, creating new pedestrian footpaths, and installing seating, bins and security features to make the site more accessible and attractive to both existing and potentially new users.

KEY

- A. Primary vehicular entrance
- B. Formal planting to primary entrance
- C. Vehicular one way access
- D. Formal cemetery with footpaths
- E. Wildflower meadows
- F. Tree lined avenue to cemetery
- G. Parking along edge of access road
- H. Cemetery memorial
- I. External community space
- J. Existing brook enhancements
- K. Brook viewing platform/reflective space
- L. Woodland trails
- M. Enhanced woodlands
- N. Swathes of bulb planting
- O. Secure fence line / formal hedging
- P. Woodland reflection area
- Q. Primary Vehicular exit
- R. Wildlife pond
- S. Natural play area
- T. Outdoor classroom
- U. Potential extension to nature reserve
- V. Secure fence line to north boundary



Cemetery entrance / pedestrian access



Cemetery exit / pedestrian access



Cemetery memorial space



Brook viewing platform / reflective space



Woodland trails / outdoor classroom



Formal burial / wildflower meadows



WHISTON WOODS

THE CEMETERY PROPOSAL - A LONG TERM PROJECT

The creation of a new cemetery at Whiston Woods will provide a beautiful and tranquil place for the residents of Knowsley and the surrounding area to lay loved ones to rest in a natural setting surrounded by nature.

The part of the site proposed to form the cemetery area will be accessible to vehicles via a one-way system from Cumber Lane via 3m wide tree-lined routes. Parking will be provided adjacent to the roadways and will be grass matted to maintain the greenery of the site.

The areas of the site dedicated to burials will be laid in the form of traditional burial plots with headstones in keeping with the Council's policy on the design of headstones and installed by approved memorial stone masons. These areas will be supplemented with extensive creative planting and will provide intimate resting places.

The location of the site will also allow the Council to consider offering a more diverse range of burial options in the future such as natural burials.

It is recognised that it will be many decades before sections of this area will need to be used for burials, therefore swathes of the space will be maintained as wildflower meadows until it is required.

Areas of remembrance located in the centre of the site provide spaces to come and reflect, remember, and celebrate loved ones in a natural setting.

FEATURES & BENEFITS

- + Woodland reflective spaces
- + Memorial feature
- + Tree lined central pedestrian spine
- + New vehicular access / entrances
- + Parking spaces along the cemetery access route
- + Smaller pedestrian access routes across the cemetery area
- + Different burial offers (formal graves / natural woodland burials)
- + Wildflower meadows



CEMETERY & MEMORIAL SPACE

Formal burial - Fox's Bank Cemetery - Whiston



Tree lined cemetery path



Woodland burial - Memorial Woodlands, Bristol



Wildflower meadow - Hapton, Knowsley



Memorial stone



Relaxation woodland space - Green Acres Cemetery, Rufford



WHISTON WOODS

PEOPLE FOCUS - ENHANCEMENTS FOR THE BENEFIT OF THE COMMUNITY

Continued community access and enjoyment of the Whiston Woods site is a key priority in delivering the Whiston Woods project. The site will encompass a broad community offer alongside the cemetery provision being proposed.

The site would be developed with an ambition to achieve Green Flag status – this highest accolade available to Parks and Green Spaces – community involvement and engagement would be a key priority to deliver on this.

To support existing and encourage new visitors to the woodland, a series of entrance and pathway improvements will be carried out to create accessible and level access around the site.

New seating areas will be created and natural spaces will be enhanced to create reflective spaces and outdoor classroom / activity spaces. This will enable community events and activities to be developed and delivered on site.

Example activities:

Conservation volunteering opportunities

Nature based learning and education

Environmental talks and walks
on the site (e.g. Bat / Bird Walks)

Health related activities e.g.
Nordic walking and walks for
health

Installation of interpretation boards relating to the ecology and biodiversity of the site

Community celebration and remembrance events

FEATURES & BENEFITS

- + Entrance improvements
- + Existing footpath improvements
- + Seating opportunities
- + Natural play opportunities
- + New woodland footpaths
- + Opportunities to interact with greater diversity of habitats
- + Opportunities for volunteering / community activities / ranger programmes





Knowsley Council

WHISTON WOODS

THE WOODLAND - IMPROVEMENT AND DIVERSIFICATION OF THE TREE CANOPY

Whiston woods is set over 20 hectares and comprises a variety of broadleaved and coniferous plantation woodland blocks. The development of Whiston Woods will allow for the expansion and enhancement of these woodlands.

Removal of trees in the central area will be necessary to facilitate places of rest and a central vehicular access road.

To offset this loss, additional tree planting will take place across the site, this will include the extension of woodland blocks and avenue planting. The tree species to be planted will be a mix of native broadleaved and coniferous trees focussing on climax species e.g. oak and Scots pine.

A woodland management plan will be implemented on site to enhance and diversify the woodlands.

Woodland management works will also be carried out across the site, this will include the thinning of these woodlands. These works will help to open up the canopy floor to allow understory growth, increased light levels within the groups and potentially increased ecological value. Variations of native species will then be introduced to develop a biodiverse rich woodland.

Current species present:

Scots pine - *Pinus sylvestris*
English oak - *Quercus robur*
Sycamore - *Acer pseudoplatanus*
Crack willow - *Salix x fragilis*
Lime - *Tilia sp.*
Birch - *Betula pubescens*



Proposed species:

Field Maple - *Acer campestre*
Silver Birch - *Betula pendula*
Scots Pine - *Pinus sylvestris*
Yew - *Taxus baccata*
English Oak - *Quercus robur*
Elm - *Ulmaceae sp.*
Beech - *Fagus sylvatica*
Hornbeam - *Carpinus betulus sp.*
Lime - *Tilia sp.*

FEATURES & BENEFITS

- + Greater diversity of species
- + Removal of weak and dead trees
- + Woodland thinning to improve space for tree growth
- + Plant climax and understory species
- + Protection / management the existing woodland
- + Development of a Woodland Management Plan



Woodland glade



Mature woodland - Haleswood Park, Knowsley



Tree standing programme



Avenue of trees - Little Wood, Knowsley



Woodland walk



Avenue of trees - Haleswood Park, Knowsley





Knowsley Council

WHISTON WOODS

IMPROVE HABITAT DIVERSITY - PROTECT WILDLIFE & ENHANCE BIODIVERSITY

The proposal will enhance and diversify the habitats present within Whiston woods providing the opportunity to improve the site further for the benefit of local wildlife, increasing species numbers and biodiversity.

Whiston woods comprises a number of habitat types on site including common and widespread habitats such as scrub, grassland and plantation woodland and habitats of the higher ecological value such as broadleaved and mixed woodlands.

The woodlands of highest ecological value are the mature woodlands present in the north and south of the site.

The aim is to manage these habitats to the highest of standards meaning that in time the local wildlife designation present within Parrens Covert adjacent to the site can be extended to the entirety of the site.



+ 1. Biodiverse woodland

The woodland will be managed to increase species diversity. Woodland management and additional planting will allow the woodland to develop and mature with an emphasis on Climax tree species. Expansion of the woodland blocks will create a wildlife corridor across the rear of the site.

+ 2. Wildflower meadows

Wildflower meadows will be created throughout the site to provide glades for butterflies, moths and pollinators as well as many other invertebrates. This increase in invertebrates will lead to a subsequent increase in the presence of birds and bats utilising the site for foraging.

+ 3. Free flowing brook

The water body located at the rear of the site will be restored, with clearance of vegetation that is currently choking the brook. The banks are to be seeded with grass and herbaceous species which will in time attract invertebrates and provided feeding and burrowing opportunities for riparian species such as water voles.

+ 4. Wildlife pond

A biodiversity pond will be created with marginal planting providing new habitat for amphibian species.

+ 5. Bird & bat boxes

Bird and bat boxes can be installed across the site to enhance the habitat further and provide breeding opportunities within the woodlands.



HAVE YOUR SAY

Proposed Knowsley Cemetery extension

Knowsley Cemetery will reach its full capacity in the next three years. Knowsley Council is proposing to extend the current cemetery into an area of Whiston Woods - utilising approximately 4 hectares of the 20 hectare site. This will provide a mix of traditional burial plots and alternative options such as woodland burials and the scattering of cremated remains.

Public access to the site will be retained as part of the proposals and Whiston Woods will be enhanced and managed as a community greenspace with improvements to make the site more accessible and create areas that support community activity on site. Improvements to enhance and support habitats would be made, including the development of a pond and the development and maintenance of a woodland management plan.



Overall site plan, illustrating the creation of the cemetery extension, pathways, seating, sustainable parking and woodland management plan.

Illustration of habitat enhancements and improvements. Improved accessibility and community engagement with nature.





Declaration of Members Interests

(Local Government Act 2000 Section 81)

Council Meeting Date: _____

Member Name	Agenda Item /Appendix	Nature of Interest	Prejudicial Yes/No