



**MAGHULL
TOWN
COUNCIL**

Maghull Town Hall

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Dated this 6th Day of December 2018

NOTICE IS HEREBY GIVEN that a meeting of the FINANCE AND AMENITIES COMMITTEE will be held in the COUNCIL CHAMBER at MAGHULL TOWN HALL on WEDNESDAY 12th DECEMBER 2018

The meeting will commence at 7pm (or at rise of Full Council, whichever is the later)

Note: DECLARATIONS OF INTEREST – If a Member requires advice on any item involving a possible declaration of interest which could affect his/her ability to speak and/or vote, he/she is advised to contact the Chief Executive at least 24 hours in advance of the meeting.

A G E N D A

- 1 Apologies for Absence
- 2 Declarations of Interest
- 3 Public Participation
- 4 To confirm the Minutes of Finance and Amenities Committee held 17th October 2018 (Pages 1 – 3)

Finance

- 5 **Treasurer's Report and Financial Statements as at 30 October 2018** – Members are asked to consider the report (Pages 4 - 9)

Amenities

- 6 **Budget 2018/19** - Members are asked to consider the report (Pages 10 - 18)
- 7 **Tree Survey 2018** - Members are asked to consider the report (Pages 19 - 42)
- 8 **2018 Watering Operations at Maghull Square** - Members are asked to consider the report (Pages 43 - 52)
- 9 **Scrummies Rent Charges** - Members to receive a verbal report
- 10 **Recording Table for Operations, Service Requests and Resident's Complaints** - Members are asked to consider the report (Pages 53 - 58)
- 11 **Chair's Report** – Verbal report for noting only.

Miss A. McIntyre
Chief Executive

Miss A. McIntyre, Town Clerk & Treasurer



MAGHULL TOWN COUNCIL
FINANCE & AMENITIES COMMITTEE MEETING
HELD 17th OCTOBER 2018

PRESENT - Councillor McKinley (In the Chair) and Councillors (Cllrs): June Burns, Byrne, Carragher, J. Deegan, Desmond, Esterson, Hart and Mullen,

ALSO PRESENT – A. McIntyre (Chief Executive), A. Spencer (Business Development and Contracts Manager), D. Healey (Finance Officer), S. Larking (Minutes) and 1 resident.

APOLOGIES FOR ABSENCE – Apologies received from Cllr Josh Burns, Carlsen, R. Deegan, J. Sayers, Y. Sayers and Shaw.

1. **DECLARATION OF INTERESTS** – None received.

2. **PUBLIC PARTICIPATION** – None notified.

4. **MINUTES OF THE PREVIOUS MEETING** - **RESOLVED** that the Minutes of the meeting held on 12th September 2018 were approved as a correct record.

FINANCE

5. **TREASURER'S REPORT AND FINANCIAL STATEMENTS AS AT 30th SEPTEMBER 2018**

Cllrs made the following key points:

- Covering narrative/summary to be provided to highlight key issues
- Clarification requested for facilities miscellaneous income at £22,885
- Clarification of youth provision expenditure
- Clarification of number of mobile phones and lone working arrangements; report to be provided to next Personnel Committee

In response the Finance Officer noted the following:

- Narrative not provide due to annual leave; will be provided for future meetings
- The Facilities Team had received income of £22,885 for a parachute payment for Bobby's Wood and Old Hall Park; this was agreed after the budget was set. Sefton had paid for 3 years rather than the first year (50%) so were seeking a refund.
- Expenditure on youth provision is provided to Community Support and Engagement Committee
- 5 mobile phones for Chief Executive, Business Development and Contracts Manager, Maintenance Engineer and two for Facilities Team. Facilities Team do not use phones as they prefer to use their own phones. Council paying for phones that are not being used which is wasteful.

The Business Development and Contracts Manager noted that the Facilities Team tend to work in pairs other than in exceptional circumstances.

The Finance Officer reminded Cllrs about the budget 2019/20 workshop to be held in November. Email to be resent so Cllrs can confirm availability

RESOLVED that:

1. Covering report to be provided with financial statement for future meetings
2. Recommendations about lone working and provision of mobile phones to be provided to Personnel Committee
3. Email about budget 2019/20 workshop to be resent to Cllrs
4. The Financial Statements as at 30th September 2018 be noted.

AMENITIES

6. LITTER

The Chair reported that 1 resident had responded to an article in the Champion about cleaner/greener Maghull. Cllr June Burns reported that she hosts litter picks on the last Saturday of the month in her ward. Meet at 11am on Lambshear Lane; litter pick for 2 hours. Cllrs noted the following litter hot spots – subway under A59, Eastway and Deyes Lane

RESOLVED that the report be noted.

7. TREE SURVEY

The Chief Executive reported that the Tree Survey report was due on 19 October. The survey had identified a damaged tree in Glenn Park which required urgent action

RESOLVED that the report be noted.

8. RECORDING TABLE FOR OPERATIONS, SERVICE REQUESTS AND RESIDENTS' COMPLAINTS

The Business Development and Contracts Manager reported that issues with grounds maintenance in the parks were being resolved. He noted it was not a flattering report. Most complaints about grass not being cut and overhanging trees. He explained that major staffing issues (staff on leave/sick leave/ left) had impacted on grass cutting in parks. Other agencies, e.g. ROPSA had been brought in to help review park equipment

Cllrs made the following points

- No back up plan
- Consider using former staff to provide support
- Set up a casual labour policy – no zero hours contracts
- Explore apprenticeships
- Need to prioritise parks; focus on parks not contract work
- If not able to deliver contract work then review charges to reflect work delivered
- Management issues; when job descriptions reviewed management time was built in
- Detailed report to be provided to next Finance and Amenities Committee

In response Officers made the following points

- There is a place for apprenticeships in the organisation

- Recruitment process needs to be more robust to ensure candidates are suitable for the roles

RESOLVED that the report be noted.

9. CHAIRS REPORT

No report given

CHAIRMAN

Date: 12/11/2018
Time: 21:15

MAGHULL TOWN COUNCIL (TH)

Profit & Loss by Department (Advanced Budget and Variance)

Department:

	Period From Month 1, April	Ye 2019
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Period To: Month 7, October

Chart of Account Copy (1) of Layout 1

	Budget	Actual	Reason for Variance
INCOME			
Precept	338,672.00	338,672.00	All income received
Bank Interest	1,000.00	0.00	Comes in at the end of the year
Council Chamber Room Hire	300.00	791.73	Hired by NHS for diabetes
Police Station Lease	11,000.00	8,250.00	
Activity Room Hire	4,500.00	4,589.94	Hired by Jo and Living Well.
Storage Hire			
Function Suite	20,000.00	16,386.09	Lease being discussed
Function Suite Admin Recharge	1,200.00	892.00	
Bowls Indoor	1,070.00	1,251.00	Season still going on
Rent Cricket Club	2,000.00	2,000.00	
Misc Income	1,041.00	19,688.71	Wastewater, repayment from PR, MC E
Solar Panel	3,500.00	3,165.52	
	384,283.00	395,686.99	11,403.99
SUPPLIERS			
Security	58,300.00	28,918.92	G4S
CCTV	1,070.00	1,667.00	Sefton Arc
Alarm	2,300.00	76.00	Sefton Arc
Fire	1,600.00	295.15	Sefton Arc
Air-Con	200.00	0.00	No budget
Boiler			Maintenance fee increased
Lift	2,500.00	2,989.32	Cleaning will be £29,148
Cleaning Services	21,000.00	14,874.00	
Hygiene	3,000.00	3,043.33	Rentokil
Pest Control	500.00	347.35	Cleaning Venue's kitchen
Kitchen Cleansing	1,030.00	1,264.85	
Waste Disposal Charges	200.00	50.00	
Health & Safety General	0.00	145.00	
Cleaning Supplies	500.00	297.12	Toilet rolls etc
	92,200.00	53,968.04	38,231.96
DIRECT EXPENSES			

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Town Hall

7969	2000 Projects Interest	1,383.79	543.38			
7920	Lift Replacement Interest	3,953.68	3,522.82	840.41	Loan & Interest repayments	
7960	2009 Projects Interest	3,838.22	1,827.61	430.86	Loan & Interest repayments	
				2,010.61	Loan & Interest repayments	
	Net Profit (Loss):	<u>292,082.86</u>	<u>168,158.91</u>	<u>123,923.95</u>		
		<u>0.14</u>	<u>173,560.04</u>	<u>173,559.90</u>		

Date: 12/11/2018
Time: 17:13

MAGHULL TOWN COUNCIL (TH)

Profit & Loss by Department (Advanced Budget and Variance)

Department:

Period From: Month 1, April 2019

Period To: Month 7, October

Chart of Accounts:

From '2' to '2' (inclusive)

Reason for Variance

Actual

Budget

INCOME

4001
4321
4331
4345
4346
4350
4351
4354
4399

Precept	272,185.00
Playing Fields	3,500.00
Bowls Outdoor	1,070.00
Tennis Club	1,200.00
Tennis Fences	168.00
Rent Bowling Hut	0.00
Rent ATC Hut	1,500.00
Facilities Income	26,500.00
Misc Facilities	0.00

272,185.00
302.25
1,140.40
1,070.17
140.00
1,040.00
1,500.00
14,250.40
17,385.00

0.00
-3,197.75
70.40
-129.83
-28.00
1,040.00
0.00
-12,249.60
17,385.00

309,013.22

306,123.00

2,890.22

SUPPLIERS

5112
5113
5114
5115
5200
5201
5202
5203
5204
5205
5206
5207

Water Quality	1,500.00
Electrical Safety	600.00
Health & Safety General	500.00
Playground Inspections	700.00
Engineering Equipment	1,200.00
Engineering Repairs	2,200.00
Engineering Consumables	1,500.00
Play Equipment Repairs	2,000.00
Parks Management	7,951.00
Football Pitches	1,000.00
Bowling Greens	1,500.00
Grounds Maintenance Consumables	1,000.00

1,234.80
0.00
380.00
658.35
63,045.68
300.33
823.46
1,244.00
953.95
348.00
223.00
448.36

265.20
600.00
120.00
41.65
-61,845.68
1,899.67
676.54
756.00
6,997.05
652.00
1,277.00
551.64

Had to do risk assessments
ROSPA inspection
Ransom to move to b/sheet

Tree survey done
Not in use
Season finished

DIRECT EXPENSES

21,651.00

69,659.93

-48.008.93

**Gross Profit (Loss):
OVERHEADS**

7003
7029

Gross Profit (Loss):	
OVERHEADS	
Mobile Phones	1,000.00
Uniforms	1,536.00

239,353.29

-45.118.71

7003 7029

1,000.00	720.41
1,536.00	573.99

Reducing next year Uniforms for Facilities

facilities

7100	Salaries	206,772.00	119,516.54	87,255.46	Due to vacancies
7106	Employer's NI	16,313.00	9,240.03	7,072.97	Due to vacancies
7107	Pensions	22,748.00	10,446.59	12,301.41	Due to vacancies
7200	Insurance Fees	6,000.00	6,514.46	-514.46	
7301	Rates Garage	3,216.00	2,417.82	798.18	
7302	Rates Judo Hut	650.00	345.00	305.00	
7304	Electricity Glenn Park	315.00	207.50	107.50	Use for elections
7305	Electricity Pimbley	445.00	74.25	370.75	Football clubs not using
7306	Electricity Whinneybrooke	150.00	0.00	150.00	
7307	Elec Ballswood & Moorhey	150.00	147.96	2.04	
7308	Gas	0.00	200.81	-200.81	Electricity for Moorhey
7310	Water Garage	700.00	593.39	106.61	standing charge
7311	Wastewater Ballswood	0.00	791.17	-791.17	Wastewater
7312	Wastewater Whinneybrooke	100.00	0.00	100.00	Will transfer to football club
7313	Wastewater Pimbley	100.00	155.06	-55.06	
7314	Water & Wastewater Glenn P	100.00	89.11	10.89	
7315	Fleet Repairs	2,342.00	1,266.94	1,075.06	Used for elections
7316	Vehicle Tax	800.00	390.00	410.00	
7317	Diesel	4,400.00	2,551.17	1,848.83	
7318	Red Diesel	4,000.00	2,343.15	1,656.85	
7319	Leases	635.00	8,553.05	-7,918.05	Chipper, Kubota & Trackers
7846	Miscellaneous Expenditure	0.00	225.00	-225.00	Boarding Judo hut
7851	Asset Maintenance	12,000.00	12,611.10	-611.10	Bin installation, elec survey
Net Profit (Loss):		284,472.00	179,974.50	104,497.50	
		0.00	59,378.79	59,378.79	

Date: 12/11/2018

Time: 17:20

MAGHULL TOWN COUNCIL (TH)**Profit & Loss by Department (Advanced Budget and Variance)**

Period From: Month 1, April 2019

Period To: Month 7, October

Chart of Accounts: Copy (1) of Layout 1

Department:

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>	<u>From '3' to '3' (inclusive): Reason for Variance</u>
<u>INCOME</u>				
4001 Precept	32,490.00	32,490.00	0.00	All received
4391 Events	2,510.00	814.00	-1,696.00	Not had as many stalls this year at Maghull Fe
4392 Firework Display	5,000.00	0.00	-5,000.00	Income will show next month £6,712.23
4395 Misc Income	0.00	129.50	129.50	Tea Dance
	40,000.00	33,433.50	-6,566.50	
<u>SUPPLIERS</u>				
5330 Neighbourhood Activities	11,500.00	4,718.60	6,781.40	Business over Breakfast, Maghull in Bloom, grant
5331 Events	10,000.00	4,900.00	5,100.00	Maghull Fest
5332 Firework Display	9,300.00	8,500.00	800.00	Bonfire Night not all expenditure in
5333 Christmas Activities	1,200.00	0.00	1,200.00	Christmas Hamper & Meal
5334 Youth Provision	8,000.00	3,093.46	4,906.54	Madcos
	40,000.00	21,212.06	18,787.94	
<u>DIRECT EXPENSES</u>				
Gross Profit (Loss):				
	0.00	12,221.44		
<u>OVERHEADS</u>				
7846 Miscellaneous Expenditure	0.00	100.00	-100.00	Bowling has now been moved to correct code.
	0.00	100.00		
Net Profit (Loss):	0.00	12,121.44	-100.00	
			12,121.44	

Community Support & Engagement.

Report to: Finance & Amenities Committee
Date of Meeting: 12th December 2018
Agenda Item Number
Subject: Budget 2019-20
Report of: Chief Executive
Exempt / Confidential No
Report:

Summary

Maghull Town Council is required to set a budget for the forthcoming financial year 2019-20 and notify the level of precept required to Sefton Council. This report forms part of the initial budget setting process.

Maghull Town Council Priority	Yes/No
1. Development of a Neighbourhood Plan	No
2. Financial Prudence	Yes
3. Implementation of a Green Strategy	Yes
4. Development and consolidation of leisure and community activities	Yes
5. Develop services for older residents and those who may be socially isolated	Yes
6. Develop services for younger people	Yes
7. Expansion of apprenticeship programme and community-based learning	Yes
8. Closer collaboration with Voluntary, Community and Faith Sector	Yes
9. Development of Maghull Business and Community Forum	Yes
10. Statutory Requirement	Yes

Recommendation(s)

1. Members consider the budget and make recommendations to Full Council.
2. The report be noted.

Reasons for Recommendation(s)

Finance & Amenities Committee examines the proposed budget and makes recommendations to Full Council.

Alternative Options Considered and Rejected

None

What will it cost and how will it be financed?

(A) Revenue

This is contained within the report

(B) Capital

This is contained within the report

Implications of Recommendations:

Financial Implications	These are contained within the report
Resource Implications	Officer time
Legal Implications	LGA 1972
Equality & Diversity Implications	None

Implementation Date for Decision

No decision date. Recommendations to be considered by Full Council on 23rd January 2019

Appendices

Fees and Charges 19/20

Background Papers

Contact Officer	Angela McIntyre
Telephone Number	0151 526 3705
Email Address	Angela.mcintyre@maghull-tc.gov.uk

1. Background

The Council is required to set a budget for the forthcoming financial year which includes setting the level of precept for notification to the Treasury Department of Sefton MBC. The date by which the Council has to notify Sefton MBC is usually the beginning of February 2019. This is so Sefton Council can produce its finance papers for their budget meeting in February/March. This year Sefton's budget Council meeting will be held on 28th February 2019.

During the budget process for 2012-13 the Council was informed by Sefton MBC that the Council Tax Rebate would cease. The value of this rebate was £131,000. The Council would receive two parachute payments of £77,000, one in 2013 and one in 2014, to help ease the transition. In 2015 the Council received a grant of £60,000 from Sefton MBC as a result of the increase in their Council Tax collection rates. Since 2016 no grant at all has been received.

It should also be noted that in 2013 the formula for calculating the Council Tax base changed. This resulted in a reduction in the number of Band D equivalent properties and a loss to the Council of £77,637 on top of the loss of the rebate.

In order to cover this gap in funding the Council resolved to make efficiency savings and to start exploring ways to generate more income so that the deficiency would not have a detrimental impact on the provision of services.

2. Current Position

The precept is currently £98.29 (Band D Property) following the decision to raise the precept last year. This is a 9.3% reduction in real terms. The Council has taken the view that, as the precept in Maghull is the highest of the Ten Parishes within Sefton, that the precept would not be raised if at all possible. However, it is not the highest within Merseyside as Knowsley Town Council has a Band D precept of £107.89. As detailed above the Council has had to find considerable savings which it continues to do. However, it must be noted that although there is some scope for savings within the budget, these savings are becoming harder to find and with less overall impact.

The precept currently provides £643,347 to the Council at the current Band D equivalent tax base (6545.4 tax base x £98.29). The Council Tax Base for 2019-20 is not yet known.

Income Generation

The Council has two main forms on income generation; the lease of part of the council estate e.g. The Venue and room hire of the rooms with the town hall and the grounds maintenance contract work. The Council currently has four contracts with both private and public customers. The current value of the contracts is £25,000 with the lease hire contributing £42,000.

Moorhey Scout Hut remains empty following the Council's decision not to seek another tenant given the poor state of the building and the investment needed to bring it up to standard. Preliminary work on its demolition has been completed but there was insufficient in the budget to complete the work.

The Venue lease is also up and renegotiations have started with the licensee. From the current state of the negotiations it is unlikely that the lease will continue in its original form. Significant changes could affect the rent payable.

The Tennis Club have had difficulties this year and remain a bad debtor to the Council. Their lease ended this year and they have been given notice to quit as it is unlikely they will be able to find the money to continue. However, the Council is always willing to enter negotiations with its tenants to see if a solution agreeable to all can be found. This however, means that there is another building for lease on the Council's estate.

The pavilion at Balls Wood is also under negotiation at the moment and a draft lease has been sent to the tenants. It is anticipated that this lease will be finalised by the end of January 2019. Although the rental for this property is quite low (£300 p.a.) it does mean that the Council no longer has to pay for utilities or maintenance so savings will be made in other budgets.

Charging Schedule

The current charging schedule position is detailed in Annexe A attached to these papers. The number of bowling teams using the Council's facilities has dropped and with it the income generated. The football pitch rates are competitive within the wider area of Maghull. However, Pimbley Playing Fields will remain out of action

until the drainage works are completed and the changing rooms are replaced or improved.

Personnel

The Personnel element of this report is covered by the Staffing Review which appears on the Full Council agenda. However, the budget includes the agreed 2% pay increase across the board plus any additional costs related to assimilation to new pay scales which come into effect 1st April 2019. The Council does not currently have any apprentices. Again this issue is covered in the Staffing Review.

In line with the proposals in the Staffing Review it is proposed to increase the training and development budget to £10,000. This will cover training for the Grounds Maintenance Team in chainsawing, pesticide spraying, H&S requirements and tree surveying as well as any training required for new staff. This is in line with the Council's stated aim of investing in the workforce to attract and keep the best staff and to ensure that they are well trained with good career progression and both personal and professional development.

Projects

The Council has a number of projects that it is keen to take forward. These can be broadly split into improvements to the estate and social engagement. Improvements to the estate include the redesign of some of the parks and works to improve the changing rooms and pavilions at the sporting parks. Members will be aware of the issues at both Pimbley and Whinneybrook playing fields with the accommodations and the drainage.

A tree survey has been completed which has identified significant and urgent works which will hopefully be completed by the end of this financial year. This is because it is preferable to complete the works during the dormant season (for the trees) and to avoid nesting times (for the birds). The redesign of the parks will focus on the flagship parks of KGV and Glenn Park which have the most usage across a wide section of the community and Balls Wood (Leatherbarrow Lane) which will be more activity focused. Some of this work has already started with a significant amount of overgrowth of hedges being removed.

The Council also needs to focus on asset maintenance in the forthcoming year. As the estate gets older more maintenance is required. A list of projects and their indicative cost is listed below:

Project	Indicative Cost
Demolish Scout Hut	£15,000
Flagging path at Moorhey Park	£5,000
Signage (Town Hall)	£2,600
Lighting (indoor Town Hall)	£10,000
Double glazing replacements	£3,000
Replace garage doors	£2,500
Barrier top car park	£7,500
Shutter (TH Front Door)	£2,500
PAT testing	£2,900

Roof repairs	£10,000
New vehicle	£8,000
CCTV (Garage)	£2,000
	£71,000

This is a significant increase on previous years but most is required works.

The Scout Hut at Moorhey Park remains at risk of anti-social behaviour and that part of the park is unusable at the moment. Completion of this project would enlarge the park and improve the facilities in the southern part of the town.

The path at Moorhey has become overgrown and flags have cracked and lifted due to normal wear and tear. The Council has received several complaints about the state of the path. Minor works have been completed but the entire pathway needs either lifting and relaying or tarmacking.

The improvements to the Town Hall fall under two headings. One is essential. This includes the lighting which was identified in the Periodic Electrical Testing report as needing to be replaced. This is because the starter motors are showing signs of burn out. Also included in this list are the roof repairs. The Admin Office has suffered another leak due to the roof needing to be repaired. The PAT testing is a legal requirement and needs to be completed as soon as possible and the double glazing units need to be replaced which should improve energy efficiency and reduce energy usage.

The replacement of the garage doors is also becoming urgent as it becomes more difficult to open and shut the current doors. The current doors are heavy and rely on runners on the ground to work efficiently. The runners have become warped and the system needs replacing.

The 4WD ranger was involved in a collision in September (no members of staff were injured). However, it is likely that the cost of repair would mean that the vehicle may be written off. This issue is still with the insurers and an update will be given at the Council meeting in January. However, this is the only Council vehicle with 4WD and is invaluable in assisting other vehicles to get off parks and green spaces when necessary. If it is written off then it will need to be replaced with something similar.

The signage for the Town Hall is less essential. The signage does need to be replaced with something more user friendly and accurate. An information board, similar to that used by the Police at the Town Hall is proposed which can also carry messages from the Council to those travelling through.

The barrier for the top car park is to assist with the difficulties experienced with the public using the car park during Tuesday mornings when the collection lorries are utilising the top car park.

The shutter for the front of the Town Hall and CCTV in the garage are to improve security of the estate. Significant work goes on in the garage particularly during the winter months and an extension of the system into the garage would allow this to be monitored as well as providing additional security.

The social engagement aspect of the Council's work has increased this year with more events being organised including MaghullFest, Pinder's Circus, Health Weekend, Open Day for Bowls and the staples of Bonfire Night and Civic Awards. The aim of the events as much as possible is to be cost neutral. However, sometimes situations or circumstances beyond the Council's control mean that the take on the gate or sponsorship is not as forthcoming as the Council would wish. Obviously, some events such as the Pensioner Christmas Lunch and the Christmas Hamper delivery do not generate any income. The events budget is currently underspent due to the aim of cost neutrality but if the Council wishes to continue with events then a similar budget will be needed for next year. This budget would also need to include any youth offer Council may wish to provide.

Some of the funding for the parks projects may be met by Section 106 money currently held by the Council. However, the Section 106 funding can only be used for projects to improve the green spaces within Maghull. It cannot be used for events or staffing resources.

The Radio Station continues to be a flagship project for the Council. Several new volunteers have joined and investment in new equipment has been made including new microphones and a mixing desk. The project continues to run at minimal cost to the Council. Annual subscriptions have been introduced for volunteers at the radio station. The money from the subscriptions is ring fenced so that it can only be used for the benefit of the station. The radio station is looking at air conditioning for the studio as the equipment generates significant heat and can cease to work if it gets overheated.

General

The Council has previously absorbed cost of living increases to avoid increasing the precept. This is unsustainable in the long term as there is no guarantee that the Council Tax Base will increase to cover those costs. Investment in the core services has begun with new equipment being purchased for the Facilities Team including two Ransome mowers and a new tractor with flail arm. Both of these items were funded from reserves.

The Town Hall itself has been decorated but still needs new carpet. The front of the Town Hall also requires a facelift as the Council focuses on making the building the civic centre of the town. The fire alarm system has been replaced this year and connected to the Meadows Leisure Centre, work which needed doing as the buildings are linked and each needs to know if the other is evacuated due to fire.

Room Hire

The Council provides free room hire for community groups. The cost of providing this service in 2017-18 was £23,880. This is not a cost that can be recovered by removing the free room hire provision. It is often the case that if the Council doesn't provide free room hire then the community group will go somewhere else to meet. In order to encourage paying customers the charges for room hire were re-examined last year and appear in the charging schedule.

Precept Requirement

Overall the budget remains tight particularly if the asset maintenance projects are to be undertaken. Last year Council used Reserves of £125,000 to purchase required equipment for the Facilities Team. This has left the Council with Reserves of £384,387. As can be seen this is a considerable decrease from 2016-17 and it is unlikely that Reserves will see an increase in their level this year. The advice for councils is to hold Reserves of between 6 to 9 months of the precept value. For Maghull Town Council this would equate to holding Reserves of between £321,674 and £482,510. As can be seen our Reserves are at the lower end of this target. In order to provide the service as detailed in the accompanying papers and the projects considered essential the overall precept requirement would be £759,266. At the current Council Tax Base this would give a precept per Band D property of £116.00.

Recommendation(s):-

- 1. That Finance & Amenities consider the proposed budget as outlined;**
- 2. That the Committee decide the recommendations for Full Council on January 23rd 2019;**
- 3. The report be noted.**

MAGHULL TOWN COUNCIL: HIRE CHARGES 2019/20

FACILITY	CHARGE
Council Chamber (40 max. Formal seating 25)	£100.00 Per Day Including VAT
Council Chamber (40 max. Formal seating 25)	£50.00 Per Half Day Including VAT
Activities Room (140 max)	£30.00 Per Hour Including VAT
Radio Room	£15.00 Per Hour including VAT
Venue (160 max) - Mon-Friday & Sunday	£100.00
Venue - Saturday	£200.00
Venue - Funeral	£75.00
Venue - kitchen hire	£0.00 (offer with hiring of Venue)
Outdoor Bowls – single session	£1.00
Outdoor Bowls – season contract	£535.20 per club
Indoor Bowls – season contract	£535.20 per club
Indoor Bowls – single session	£1.00
Football - half pitch adult for season	£600.00
Football – half pitch junior for season	£300.00
Football – pre-season charge per game	£30.00

Maghull Town Council – Precept Stats 2018-19

- Salisbury City Council (Wiltshire) had the highest level of precept at £3,014,336 (Band D £208.00)
- Maghull Town Council is 124th (117th 2017) on the list of highest setting precepts
- South Kirkby and Moorthorpe Parish Council (Wakefield) has the highest Band D charge at £306.38 (Precept £847,447)
- Maghull Town Council is 617th (628th 2017) on the list of highest Band D charges
- Sutton Coalfield Town Council (created 2016) has the largest tax base of 37,047
- Maghull Town Council is 186th (184th 2017) on the list of highest tax bases.
- Knowsley Town Council has the highest Band D charge in Merseyside at £107.89
- Maghull Town Council precept was raised in 2018 and is currently £98.29
- There are 8837 precepting parishes in England (8586 in 2017).
- The Bank of England inflation calculator gives an average inflation rate of 2.5% since 2011. If the precept had risen in line with inflation from 2011 the precept would be as follows:

Year	Band D equivalent	Precept (Actual)
2011-12	£88.85	£635,142 (£635,142)
2012-13	£91.07	£649,337 (£633,508)
2013-14	£93.35	£584,024 (£555,871)
2014-15	£95.68	£606,161 (£562,591)
2015-16	£98.07	£624,871 (£566,124)
2016-17	£100.23	£649,265 (£575,548)
2017-18	£103.04	£668,955 (£605,656)
2018-19	£105.61	£683,248 (£643,347)

<https://www.gov.uk/government/statistical-data-sets/live-tables-on-council-tax# council-tax-statistics-for-town-and-parish-councils-in-england>

Report to: Finance & Amenities Committee
Date of Meeting: 12th December 2018
Agenda Item Number 7
Subject: Tree Survey 2018
Report of: Operations, Contracts & Business Development Manager
Exempt / Confidential Report: No

Summary

To provide Members with an update of the completed tree survey for trees in parks and open spaces owned/managed by Maghull Town Council.

Maghull Town Council Priority	Yes/No
1. Development of a Neighbourhood Plan	No
2. Financial Prudence	No
3. Implementation of a Green Strategy	Yes
4. Development and consolidation of leisure and community activities	Yes
5. Develop services for older residents and those who may be socially isolated	No
6. Develop services for younger people	No
7. Expansion of apprenticeship programme and community-based learning	No
8. Closer collaboration with Voluntary, Community and Faith Sector	No
9. Development of Maghull Business and Community Forum	No

Recommendation(s)

Finance & Amenities Committee is requested to:-

1. Authorise officers to commence a tendering exercise to complete priority one works, as per recommendations within tree survey reports.
2. Agree how priority one works should to be funded.
3. Note the contents of this report.

Reasons for Recommendation(s)

A tree survey is essential for the effective management of trees located within parks and open spaces owned/managed by Maghull Town Council.

Council officers regularly receive complaints from residents regarding inadequate maintenance of trees; which often overhang properties, block out light or *prima facie* are dangerous.

A robust tree survey is therefore essential for the management of on-site trees – identifying which trees should be removed (as a result of being unhealthy or dangerous), but also indicating how healthy trees should be more effectively maintained.

The completed tree survey provides a prioritised list of works – with particular emphasis on trees which are unhealthy/dangerous and require removal. This prioritised list is an acknowledgement that despite a recommendation within the survey report to remove trees, a budget may not be in place to carry out works. The survey will therefore direct officers to which works must be completed as a matter of urgency, over and above other works.

Alternative Options Considered and Rejected

None

What will it cost and how will it be financed?

(A) Revenue

In 2018/19, the Parks Management nominal code within the overall 2018/19 Facilities Budget was substantially increased to £7,951.00 in anticipation that during this financial year, a tree survey would be completed and some remedial tree work carried out.

At the time of writing, a substantial amount against this nominal code has been used to employ a chainsaw operator in order to reduce the height of hedges and vegetation in a number of parks town-wide.

In order to fund works as recommended within the completed tree survey report, a call on 2018/19 council underspends will be likely. An alternative or additional option may be a call on S.106 funding – recommended works being in line with S.106 funding on the basis that works would be an enhancement to the green space area.

Knowsley Council have confirmed that the cost of the tree survey will be £3,373.00 plus VAT; with costs being met by Parks Management nominal code.

(B) Capital

Implications of Recommendations:

Financial Implications	All costs for the completed tree survey will be met by 2018/19 Facilities, notably the Parks Management nominal code. It is proposed that recommended works from the completed tree survey report are met from 2018/19 council underspends and/or S.106 funding.
Resource Implications	Although the Facilities Service of Maghull Town Council completes grounds maintenance work within parks, the service does not have in-house expertise to complete any recommended tree works. As a result, council will be required to sub-contract tree

	work to an external contractor. It is proposed that two Facilities Officers will attend an external chainsaw course in January 2019 to become chainsaw accredited. Costs will be met by 2018/19 training budget.
Legal Implications	Wildlife & Countryside Act 1981.
Equality & Diversity Implications	None.

Implementation Date for Decision

Immediately following the conclusion of Finance & Amenities Committee.

Appendices

Example Tree Survey Report for Dodds Park, Maghull.

Background Papers

None

Contact Officer	Alex Spencer – Operations, Contracts & Business Development Manager
Telephone Number	0151 526 3705
Email Address	Alex.spencer@maghull-tc.gov.uk

1. Background

Maghull Town Council has responsibility for the maintenance of 14 parks and 19 open spaces across the town. Although these sites vary in terms of size, footfall and on-site facilities – for example the provision of play equipment or football pitches, all sites share one common feature – trees.

Trees are an essential public amenity; not only adding character to our parks and open spaces, but making a significant contribution to our local environment.

Trees, in the same vein as grass, hedges and play equipment; must be maintained.

Whilst officers within the Facilities Service cut grass on a weekly basis, cut hedges every season and inspect play equipment fortnightly, the inspection and maintenance of trees has been inadequate.

Trees have become large and difficult to maintain (having regard to current in-house skills), and have resulted in numerous complaints from residents regarding trees overhanging properties, blocking out light, causing TV aerial interference and/or becoming dangerous in high winds.

As a result, in August 2018, Knowsley Council was instructed to complete a tree survey for all parks and open spaces owned/managed by Maghull Town Council.

As part of the instruction, the following specification was agreed with Knowsley Council:-

- A health check of all trees located on site.
- Based on this health check, recommendations as to whether trees should be removed
- Where trees are recommended for removal, provide a priority list for works based on urgency, health of tree, and proximity to residential properties/infrastructure
- Where healthy trees are on site, make recommendations as to how they can be effectively maintained.
- The tagging of all trees for the purposes of monitoring and/or directing sub-contractors to complete works.

With the exception of Glenn Park, reports for each park or greenspace area have now been received from Knowsley Council (the report for Glenn Park will be received by 7th December 2018).

As per bullet point three above, reports prioritise work on a scale ranging from priority one to priority four – with those works categorised as priority one requiring urgent attention (the report states within one month of the report being received)

Having reviewed each tree survey report in turn, the recommendations of this report are associated with priority one works recommended for completion as soon as possible and before the end of the 2018/19 financial year.

It is proposed that priority two to four works are reviewed during 2019/20, with these works being funded through a combination of 2019/20 Facilities Budget, Council Reserves (if necessary) and S.106 Funding (if necessary). Prior to any works commencing, further reports would be submitted to committee for Member approval.

2. Priority One Works (as stated within tree survey report)

Name of Park / Greenspace	Sefton Council Ward	Number of Priority One Works	Estimated Costs to Resolve Priority One Works
Ballswood	Sudell	16	£8,100.00
Bobby's Wood	Molyneux	2	£600.00
Dodd's Park	Sudell	3	£1,650.00
Glenn Park	Sudell	17	£8,400.00
Hall Lane Park	Sudell	23	£17,550.00
Kenyons Lane Park	Sudell	0	£0.00
King George V Playing Field	Park	4	£2,550.00
Mersey Avenue Park	Sudell	1	£75.00
Moorhey Park	Sudell	0	£0.00
Moss Park	Sudell	0	£0.00
Old Hall Playing Field	Sudell	2	£225.00
Round Meade Park	Park	2	£375.00
South Meade Park	Park	1	£75.00
St Andrew's Closed Cemetery	Sudell	3	£2,400.00
Whinneybrook Playing Field	Sudell	1	£1,200.00
TOTAL		75	£43,200.00

Given the substantial costs associated with addressing priority one works, Members' attention is drawn to the following:-

- Estimated costs for resolving priority one works exceed the delegated authority placed in the Chief Executive and senior officers as per Maghull Town Council Financial Regulations. As a result, it will be necessary to complete a tendering exercise which will likely impact on remedial timescales recommended by Knowsley Council (i.e. one month from receipt of report).
- A tendering exercise – to identify a contractor to complete priority one works – is necessary as, at the time of writing, no member of the Facilities Team has a chainsaw accreditation. Moving forward, two officers will complete a chainsaw accreditation in January 2019. Whilst this will help address trees with a relatively

small diameter i.e. up to 380mm, officers will not be permitted to fell trees which exceed this.

- Priority one works relating to Hall Lane Park and Bobby's Wood total 25 at an estimated cost of £18,150.00. In May 2018, Council resolved to have a 10 year leasehold transfer for both sites, under which Maghull Town Council would have responsibility for the maintenance in return of income totalling £22,885 between 2018 and 2021. This income will be significantly impacted by required priority one works. It is therefore recommended that officers discuss required works with Sefton Council, with a view to obtaining financial support for required priority one works.

Recommendation(s):-

Finance & Amenities Committee is requested to:-

Finance & Amenities Committee is requested to:-

1. Authorise officers to commence a tendering exercise to complete priority one works, as per recommendations within tree survey reports.
2. Agree how priority one works should to be funded.
3. Note the contents of this report.



WE KNOW SERVICES

TREE HEALTH ASSESSMENT

DODDS PARK
DODDS LANE
MAGHULL

NOVEMBER 2018

We Know Services
Yorkon Building, Archway Road, Huyton, Merseyside, L36 9YU
T: 0151 443 2308 E: info@weknowservices.co.uk
www.weknowservices.co.uk

Ref: 18/00065

Author: Nicola Wallbank
B.Sc. (Hons) Ph.D. ACIEEM

1.0 Introduction

- 1.1** We Know Services was instructed by Maghull Town Council to carry out an arboricultural survey of the trees within Dodds Park in order to assess any hazard implications and advise on potential future management.
- 1.2** The survey was carried out on the 3rd October 2018 by means of inspection from ground level by an experienced and qualified arboriculturalist. The inspection can be restricted in cases where trees were ivy clad or surrounded by vegetation.
- 1.3** The survey was carried out noting the conditions of the trees at the time of inspection. As trees are part of the natural environment, conditions can naturally change; therefore the contents of this report are valid for one year only. After this period, re-inspection may be necessary.

2.0 SITE LOCATION

- 2.1** The trees are located within the grounds of Dodds Park off Dodds Lane, Maghull.

3.0 SURVEY METHODOLOGY

- 3.1** The trees were surveyed (prefixed T, or G for group) and recorded in the tree schedule in **Appendix One** of this report.
- 3.2** All the trees were assessed using: age class, condition, priority and hazard rating as defined in **Appendix Two**.

4.0 RESULTS

- 4.1** The survey identified 29 individual trees and 3 groups. Each tree and group has been given an identification number, which is shown on the attached location plan, and in the schedule below.

5.0 CONCLUSIONS AND ARBORICULTURAL RECOMMENDATIONS

5.1 The following table has been devised to assist in the programming, implementation and costing of the work identified: -

Year	Proposed Work	Priority Rating	Est. Cost	Approx. Total Yearly Cost
2018	Fell T229, T239 and T241	1	£1,650.00	£1,650.00
2019	Inspect - Whole Site	2	£53.00	£128.00
	Crown lift T234 to 3 metres	3	£75.00	
2020	Inspect - Whole Site	2	£53.00	£315.50
	Crown lift T213 and T225 to 3 metres; Crown lift T218 to 2 metres; and Formative prune T217 and T221	3	£262.50	
2021	Inspect - Whole Site	2	£53.00	£53.00
2022	Inspect - Whole Site	2	£53.00	£53.00
			Total	£2,197.50

5.2 All tree work undertaken should be done in accordance with British Standard 3998:2010 and by competent contractors insured with public liability cover of at least two million pounds.

5.3 All operations should take account of wildlife needs and be planned to take advantage of weather conditions and time of year for minimum damage and disturbance.

Birds

5.4 Any tree work should take place outside the bird nesting season (which typically extends between March to September). Should this not be possible, trees must be checked for nesting birds by an experienced ecologist immediately prior to the commencement of works. If nesting birds are found, work must be delayed until the young have fledged.

Appendix 1.0

Tree Survey Schedule

Tree Health Assessment – Dodds Park, Dodds Lane, Maghull

TREE SURVEY SCHEDULE

Tree No.	Species	Height (m)	Age	Cond Rating	Comments and Recommendations	Priority	Est. Cost	Future Maintenance & Est. Cost	Re - inspect	Last inspected
T211	Birch	11 to 15	M	A	Individual specimen with good form situated within shrub bed. Roots appear to be sound and functioning well based on crown signs. Stem appears sound with no defects observed. – No work required	N/A	N/A	N/A	2019	03.10.2018
G212	Mixed species	16 to 20	M	A	Good quality group situated on the site boundary surrounded by shrubs. Roots appear to be sound and functioning well based on crown signs. Limited inspection of stems due to shrubs but no significant defects observed. – No work required	N/A	N/A	N/A	2019	03.10.2018
T213	Birch	16 to 20	M	A	Individual specimen with good form situated adjacent to the footpath. Roots appear to be sound and functioning well based on crown signs. Stem appears sound with no defects observed. – No work required	N/A	N/A	Crown lift to 3 metres in 2020. - £75	2019	03.10.2018
G214	Mixed species	11 to 15	M	A	Reasonable quality group situated within grassed area surrounded by shrubs. Roots appear to be sound and functioning well based on crown signs. Stem appears sound with no defects observed. – No work required	N/A	N/A	N/A	2019	03.10.2018
T215	Birch	16 to 20	M	A	Individual specimen with reasonable form. Roots appear to be sound and functioning well based on crown signs. Stem appears	N/A	N/A	N/A	2019	03.10.2018

Tree Health Assessment – Dodds Park, Dodds Lane, Maghull

Tree No.	Species	Height (m)	Age	Cond. Rating	Comments and Recommendations	Priority	Est. Cost	Future Maintenance & Est. Cost	Re - inspect	Last inspected
					sound with no defects observed. – No work required					
T216	Alder	6 to 10	SM	A	Individual specimen with reasonable form. Roots appear to be sound and functioning well based on crown signs. Stem appears sound with no defects observed. – No work required	N/A	N/A	N/A	2019	03.10.2018
T217	Alder	0 to 5	Y	A	Individual specimen with reasonable form. Roots appear to be sound and functioning well based on crown signs. Stem appears sound with no defects observed. – No work required	N/A	N/A	Formative prune in 2020. - £37.50	2019	03.10.2018
T218	Alder	6 to 10	Y	A	Individual specimen with reasonable form. Roots appear to be sound and functioning well based on crown signs. Stem appears sound with no defects observed. – No work required	N/A	N/A	Crown lift to 2 metres in 2020. - £37.50	2019	03.10.2018
T219	Alder	6 to 10	Y	A	Individual specimen with reasonable form. Roots appear to be sound and functioning well based on crown signs. Stem appears sound with no defects observed. – No work required	N/A	N/A	N/A	2019	03.10.2018
T220	Alder	6 to 10	Y	A	Individual specimen with reasonable form. Roots appear to be sound and functioning well based on crown signs. Stem appears sound with no defects observed. – No work required	N/A	N/A	N/A	2019	03.10.2018
T221	Alder	0 to 5	Y	A	Individual specimen with reasonable form. Roots appear to be sound and functioning well based on crown signs. Stem appears sound with no defects observed. – No work required	N/A	N/A	Formative prune in 2020. - £37.50	2019	03.10.2018

Tree Health Assessment – Dodds Park, Dodds Lane, Maghull

Tree No.	Species	Height (m)	Age	Cond Rating	Comments and Recommendations	Priority	Est. Cost	Future Maintenance & Est. Cost	Re - inspect	Last inspected
T222	Cherry	11 to 15	M	B	Individual specimen with good form situated adjacent to the footpath. Roots appear to be sound and functioning well based on crown signs. Minor signs of bacterial canker, not currently a cause for concern. – No work required	N/A	N/A	N/A	2019	03.10.2018
T223	Birch	16 to 20	M	A	Individual specimen with good form situated adjacent to the footpath. Roots appear to be sound and functioning well based on crown signs. Minor stem decay which has compartmentalised well. Stem appears sound with no significant defects observed. – No work required	N/A	N/A	N/A	2019	03.10.2018
T224	Birch	6 to 10	M	A	Individual specimen with reasonable form situated adjacent to the footpath. Roots appear to be sound and functioning well based on crown signs. Stem appears sound with no defects observed. – No work required	N/A	N/A	N/A	2019	03.10.2018
T225	Ash	16 to 20	M	A	Individual specimen with good form situated adjacent to the footpath within shrub bed. Roots appear to be sound and functioning well based on crown signs. Stem appears sound with no defects observed. – No work required	N/A	N/A	Crown lift to 3 metres in 2020. - £75	2019	03.10.2018
T226	Rowan	6 to 10	M	A	Individual specimen with reasonable form situated adjacent to the footpath within shrub bed. Roots appear to be sound and	N/A	N/A	N/A	2019	03.10.2018

Tree Health Assessment – Dodds Park, Dodds Lane, Maghull

Tree No.	Species	Height (m)	Age	Cond Rating	Comments and Recommendations	Priority	Est. Cost	Future Maintenance & Est. Cost	Re-inspect	Last inspected
					functioning well based on crown signs. Limited inspection of stem due to shrubs but no were defects observed. – No work required					
G227	Mixed species	11 to 15	M	A	Good quality group situated on the site boundary surrounded by shrubs. Roots appear to be sound and functioning well based on crown signs. Stem appears sound with no defects observed. – No work required	N/A	N/A	N/A	2019	03.10.2018
T228	Poplar	21+	M	B	Co-dominant specimen with poor form. Roots appear to be sound and functioning well based on crown signs. Stem appears sound with no significant defects observed. – No work required	N/A	N/A	N/A	2019	03.10.2018
T229	Poplar	21+	M	C	Co-dominant specimen with poor form. Basal decay present with stem decay column evident from base. – Fell	1	£900	N/A	N/A	03.10.2018
T230	Poplar	21+	M	B	Co-dominant specimen with reasonable form situated adjacent to footpath. Roots appear to be sound and functioning well based on crown signs. Minor deadwood in canopy (diameter <50mm). Stem appears sound with no significant defects observed. – No work required	N/A	N/A	N/A	2019	03.10.2018
T231	Cherry	6 to 10	M	B	Individual specimen with reasonable form. Roots appear to be sound and functioning well based on crown signs. Stem decay present but this appears to be	N/A	N/A	N/A	2019	03.10.2018

Tree Health Assessment – Dodds Park, Dodds Lane, Maghull

Tree No.	Species	Height (m)	Age	Cond Rating	Comments and Recommendations	Priority	Est. Cost	Future Maintenance & Est. Cost	Re - inspect	Last inspected
					localised and has compartmentalised well. – No work required					
T232	Alder	11 to 15	M	A	Individual specimen with reasonable form. Roots appear to be sound and functioning well based on crown signs. Bifurcated at 1.5 metres with strong folk. Stem appears sound with no defects observed. – No work required	N/A	N/A	N/A	2019	03.10.2018
T233	Alder	6 to 10	M	A	Individual specimen with good form situated adjacent to the footpath. Roots appear to be sound and functioning well based on crown signs. Stem appears sound with no defects observed. – No work required	N/A	N/A	N/A	2019	03.10.2018
T234	Oak	11 to 15	M	A	Individual specimen with good form situated adjacent to the footpath within shrub bed. Roots appear to be sound and functioning well based on crown signs. Stem appears sound with no defects observed. – No work required	N/A	N/A	Crown lift to 3 metres in 2019. - £75	2019	03.10.2018
T235	Alder	0 to 5	Y	B	Individual specimen with poor form. Roots appear to be sound and functioning well based on crown signs. Bifurcated at base, one stem has been lost but specimen is structurally sound. Stem appears sound with no significant defects observed. – No work required	N/A	N/A	N/A	2019	03.10.2018
T236	Alder	6 to 10	SM	A	Individual specimen with reasonable form. Roots appear to be sound and functioning well based on crown signs. Stem appears	N/A	N/A	N/A	2019	03.10.2018

Tree Health Assessment – Dodds Park, Dodds Lane, Maghull

Tree No.	Species	Height (m)	Age	Cond Rating	Comments and Recommendations	Priority	Est. Cost	Future Maintenance & Est. Cost	Re - inspect	Last inspected
					sound with no defects observed. – No work required					
T237	Cherry	11 to 15	M	B	Co-dominant specimen with good form situated adjacent to the footpath. Roots appear to be sound and functioning well based on crown signs. Evidence of bacterial canker, but this is not currently a cause for concern. – No work required	N/A	N/A	N/A	2019	03.10.2018
T238	Cherry	11 to 15	M	B	Co-dominant specimen with good form situated adjacent to the footpath. Roots appear to be sound and functioning well based on crown signs. Minor signs of bacterial canker, not currently a cause for concern. – No work required	N/A	N/A	N/A	2019	03.10.2018
T239	Cherry	11 to 15	M	C	Co-dominant specimen with reasonable form situated adjacent to the footpath. Extensive stem decay throughout and fungi decay evident. – Fell	1	£150	N/A	N/A	03.10.2018
T240	Cherry	11 to 15	M	B	Individual specimen with good form situated adjacent to the footpath. Roots appear to be sound and functioning well based on crown signs. Evidence of bacterial canker, but this is not currently a cause for concern. – No work required	N/A	N/A	N/A	2019	03.10.2018
T241	Maple	16 to 20	M	C	Co-dominant specimen with reasonable form. Roots appear to be sound and functioning well based on crown signs.	1	£600	N/A	N/A	03.10.2018

Tree Health Assessment – Dodds Park, Dodds Lane, Maghull

Tree No.	Species	Height (m)	Age	Cond Rating	Comments and Recommendations	Priority	Est. Cost	Future Maintenance & Est. Cost	Re - inspect	Last inspected
					Basal decay and large cavity evident at base.- Fell					
T242	Ash	21+	M	A	Individual specimen with good form. Roots appear to be sound and functioning well based on crown signs. Pruning wounds exhibit good woundwood. Stem appears sound with no defects observed. – No work required	N/A	N/A	N/A	2019	03.10.2018

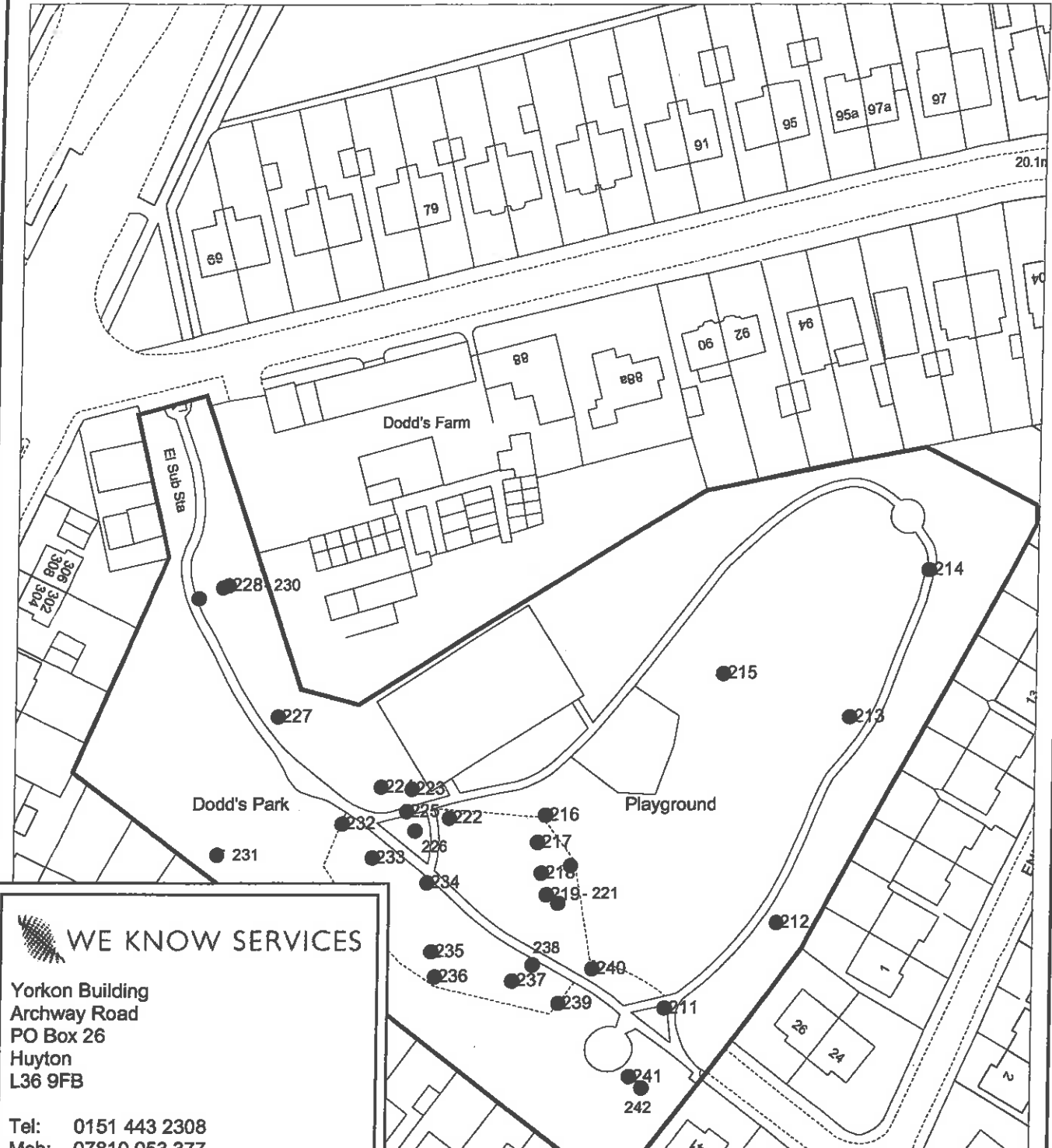
Tree Health Assessment – Dodds Park, Dodds Lane, Maghull

PRIORITY 1 HAZARD RATING

Tree reference	Failure Potential	Size of Part	Target Rating	Overall Rating
T229	3 (High)	3 (451 to 900mm)	3 (Frequent)	9
T239	2 (Medium)	2 (151 to 450mm)	3 (Frequent)	7
T241	3 (High)	3 (451 to 900mm)	2 (Intermittent)	8

Appendix 2.0

Plan



WE KNOW SERVICES

Yorkon Building
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PO Box 26
Huyton
L36 9FB

Tel: 0151 443 2308
Mob: 07810 053 377
Email: info@weknowservices.co.uk

Client:
Maghull Town Council

Site Address:
Dodds Park, Dodds Lane, Maghull

Drawing Title: Tree Location Plan
Drawing No: 18/00065/12

Date: 02/11/18
Scale: NTS
Drawn by: NW

Note: Dimensions are not to be scaled from this drawing.
All written measurements are to be checked on site by
the contractor. Copyright KMBC.
Note: All rights described in Chapter IV of the Copyright
Design & Patents Act 1988 have generally been asserted.

Appendix 3.0

Arboricultural Glossary of Terms

Arboricultural Glossary of Terms

The following terms are concurrent with best Arboricultural practice and within the guidelines set by the International Society of Arboriculture (ISA), the Arboricultural Association (AA) and the British Standards Institute (BSI).

Age Range (Age is site specific and categorised)	Young (Y)	Out-planted trees that have not yet established
	Semi-Mature (SM)	Established trees up to 1/3 of expected height and crown
	Early Mature (EM)	Between 1/3 and 2/3 of expected height and crown
	Mature (M)	Between 2/3 and full expected height and crown
	Fully Mature (FM)	Full expected height and crown
	Over Mature (OM)	Crown beginning to break-up and decrease in size
	Senescent (S)	Crown in advanced stage of break-up
Height	Height was estimated and recorded in five metre intervals	
Condition (Assessment of current physiological condition and structural morphology incorporating vigour and vitality and categorised)	A	Tree needing little, if any attention
	B	Tree with minor, but rectifiable defects, or in the early stages of physiological stress
	C	Tree with significant structural and physiological flaws and/or extremely stressed
	D	Tree that is dead, biologically/physically moribund or dangerous
Priority Rating	1	High - action should be taken as soon as possible (preferably within one month)
	2	Moderate - work should be implemented in a programme of works
	3	Low - work that would benefit the trees which is not essential, but should be implemented if funding becomes available

Tree Health Assessment – Dodds Park, Dodds Lane, Maghull

Priority 1 Hazard Rating (The failure risk of Priority 1 works is assessed in three components; 1) failure potential, 2) size of part, 3) target rating. Each component is scored a value of between 1 – 4 and the sum of the three equally weighted scores is termed the 'Hazard Rating'. A Hazard Rating of 12 represents the most severe hazard and 3 the least severe. This enables comparative ranking of failure risk.)	Component / Score	1	2	3	4
	Failure Potential	low	medium	high	Severe
	Size of Part	<150mm	150-450mm	450-900mm	>900mm
	Target Rating	occasional	intermittent	frequent	constant

Definition of Physiological & Morphological Terms

Adaptive Growth	The process whereby wood formation is influenced both in quantity and in quality by the action of gravitational force and mechanical stresses on the cambial zone
Bifurcation	Forked or divided union
Brown Rot	Form of decay where cellulose is degraded, while lignin is only modified
Cankers (target or tumorous)	A localised area of dead bark and cambium on a stem or branch, caused by fungal or bacterial organisms, characterised by woundwood development on the periphery. This may be annual or perennial
Cavity	An open wound, characterised by the presence of extensive decay and resulting in a hollow
Chlorotic Leaf	Lacking in chlorophyll, typically yellow in colour
Compartmentalisation	The physiological process that creates the chemical and mechanical boundaries that act to limit the spread of disease and decay organisms
Coppicing	Is an ancient form of woodland management that involves repetitive felling on the same stump, near to ground level, and allowing the shoots to re-grow from that main stump (also known as the coppice stool)
Crack	Longitudinal split in stem or branch, involving bark and/or underlying wood. These may be vertically and horizontally orientated
Decay	Process of degradation of woody tissues by fungi and bacteria through decomposition of cellulose and lignin
Deadwood	Deadwood is often present within the crown or on the stems of trees. In some instances it may be an indication of ill health, however, it may also indicate natural growth processes. If a target is present beneath the tree, deadwood may fall and cause injury or

Tree Health Assessment – Dodds Park, Dodds Lane, Maghull

	damage and should be removed, otherwise deadwood can remain intact for conservation purposes (insects, fungi, birds etc.)
End Weight	The concentration of foliage at the distal ends of stems and deficient in secondary branches
Girdling Root	Root which circles and constricts the stem or roots causing death of phloem and/or cambial tissue
Hazard Beam	An upwardly curved branch in which strong internal stresses may occur without the compensatory formation of extra wood (longitudinal splitting may occur in some cases)
Included Bark Union	An upwardly curved branch in which strong internal stresses may occur without the compensatory formation of extra wood (longitudinal splitting may occur in some cases)
Ivy Growth	Ivy growth may ascend into the tree's crown, increasing wind resistance, concealing potential defects and reducing the tree's photosynthetic capacity. Ivy growth is often acceptable in woodland areas as a conservation benefit
Live Crown Ratio	The relative proportion of photosynthetic mass (leaf area) to overall tree height
Reaction Wood	Specialised secondary xylem, which develops in response to a lean or similar mechanical stress, attempting to restore the stem to the vertical
Root Plate Lift	The physical movement of the rooting plate causing soils to shift and crack. May occur during adverse weather conditions. Trees may become unstable
Structural Defect	Internal or external points of weakness, which reduce the stability of the tree
Suppressed	Trees which are dominated by surrounding vegetation and whose crown development is restricted from above
Topping	A highly disfiguring practise, likely to cause severe xylem dysfunction and decay in major structural parts of the wood
White Rot	Form of decay where both cellulose and lignin are degraded
Wound	Any injury, which induces a compartmentalisation response
Woundwood	Wood with atypical anatomical features, formed in the vicinity of a wound and a term to describe the occluding tissues around a wound as opposed to the ambiguous term "callus"
Woodland Structure	The vertical and horizontal arrangement of trees within a group or woodland i.e. Dominant - trees with a crown above the upper layer of the canopy, Co dominant - trees that define the general upper edge of the canopy, Intermediate - trees that have been largely overgrown by others, Suppressed - trees that have been overgrown and occupy an under storey position and grow slowly, often severely asymmetrical
Note: The definitions described above, may not necessarily be included within the Arboricultural Survey Data	

Report to: Full Council
Date of Meeting: 12th December 2018
Agenda Item Number
Subject: 2018 Watering Operations at Maghull Square
Report of: Operations, Contracts & Business Development Manager
Exempt / Confidential Report: No

Summary

To provide Members with an update of 2018 Watering Operations at Maghull Square.

Maghull Town Council Priority	Yes/No
1. Development of a Neighbourhood Plan	No
2. Financial Prudence	Yes
3. Implementation of a Green Strategy	Yes
4. Development and consolidation of leisure and community activities	No
5. Develop services for older residents and those who may be socially isolated	No
6. Develop services for younger people	No
7. Expansion of apprenticeship programme and community-based learning	No
8. Closer collaboration with Voluntary, Community and Faith Sector	Yes
9. Development of Maghull Business and Community Forum	No

Recommendation(s)

Full Council is requested to:-

1. Consider the likely operational and financial implications of Maghull Town Council committing to watering operations at Maghull Square in 2019.
2. Consider alternative options of Maghull Town Council completing watering operations at Maghull Square in 2019, with a view to holding further discussions with Maghull in Bloom representatives and interested parties at Maghull Square.
3. Note the contents of this report.

Reasons for Recommendation(s)

Maghull Town Council's ongoing commitment to watering planters and barrier baskets at Maghull Square has a considerable operational and financial impact.

As a result of facilities officers undertaking this operation between April and September 2018, a total of 75.5 working hours per officer were lost – effectively translating in two weeks lost work (per officer) to maintain parks/open spaces and/or fulfil grounds maintenance contractual obligations.

The day to day operations of the facilities service are further affected in light of watering operations taking place between the months of April and September – a

period during which officers request periods of annual leave – thereby further compounding the service's ability to maintain parks/open spaces, or honour grounds maintenance contractual obligations.

It is proposed that further options for watering in 2019 are explored, and that this become a workstream of "Better Maghull" as being progressed by Community Support & Engagement Committee.

Alternative Options Considered and Rejected

None

What will it cost and how will it be financed?

(A) Revenue

Should Council resolve to continue Maghull Town Council's commitment to watering in 2019, operational costs associated with watering will be met by the 2019/20 facilities budget.

Historically, Council has resolved to provide Maghull in Bloom with a grant of £2,000.00 to support the work of the group. Should Council resolve to award this grant in 2019/20, costs will be met by the community grant fund as monitored by Community Support & Engagement Committee.

Costs associated with accessing and using water to support watering operations i.e. standpipe hire charge and water use, will be met by the neighbourhood activities nominal code of the 2019/20 budget for Community Support and Engagement Committee.

The costs above are met entirely by Maghull Town Council.

(B) Capital

Implications of Recommendations:

Financial Implications	Should Council resolve that Maghull Town Council continues with watering operations in 2019/20, costs will be met through a combination of:- 2019/20 Facilities Budget 2019/20 Community Support & Engagement Committee Budget (Community Grant Fund) 2019/20 Community Support & Engagement Committee Budget (Neighbourhood Activities)
Resource Implications	Should council resolve that Maghull Town Council continues watering operations in 2019/20, this work will be completed by Facilities Officers, and (based on watering operations in 2018/19) will result in a minimum of 75.5 working hours lost per officer.

Legal Implications	None.
Equality & Diversity Implications	None.

Implementation Date for Decision

Immediately following the conclusion of Full Council.

Appendices

None

Background Papers

None

Contact Officer	Alex Spencer – Operations, Contracts & Business Development Manager
Telephone Number	0151 526 3705
Email Address	Alex.spencer@maghull-tc.gov.uk

1. Background

In December 2017, Council resolved to approve a request from Maghull in Bloom relating to Maghull Town Council facilities officers undertaking to water planters and barrier baskets in and around Maghull Square between April and September 2018.

The positive work and impact of Maghull in Bloom is not in question. As a group, it has won countless awards year on year, and its volunteer core make an invaluable contribution to the look and feel of the town.

Maghull Town Council regards Maghull in Bloom as a valued partner. Councillors and officers meet regularly with Maghull in Bloom representatives, and there is a commitment from both to improve Maghull as a place.

Despite this positive setting, there is an undeniable negative impact on Maghull Town Council's Facilities Service as a result of undertaking watering operations (on behalf of Maghull in Bloom) at Maghull Square between April and September.

This undertaking results in two officers, watering circa 40 flower planters and barrier baskets, three days per week for around 2 ½ hours per visit from the beginning of April to the end of September.

Based on 2018 watering operations, a total of 75.5 working hours per officer were lost – effectively translating to two weeks lost working time in parks and/or grounds maintenance contracts.

Again, based on 2018 watering operations, the "lost cost" per officer for carrying out watering operations was £830.50.

The financial cost to Maghull Town Council for 2018 watering operations were:-

2018 Community Grant to Maghull in Bloom	£2,000.00
Standpipe hire charge	£108.21
Water usage	£22.62
Purchase of alloy standpipe key	£65.00
Total	£2,195.83

2. Options for 2019 Watering Operations

To support watering operations go ahead in 2019, a number of options could be pursued. It is acknowledged that officers will have to liaise with stated parties to progress these options:-

1. Maghull Town Council Facilities Officers complete watering operations.

This option would have a similar operational and financial impact to that of 2018.

2. Maghull Town Council Facilities Officers complete watering operations, but at a reduced frequency

This option would improve the operational and financial impact in comparison to 2018. However, it is likely that reduced visits would have an impact on floral displays – especially during warm weather.

3. Maghull Town Council Facilities Officers and Maghull in Bloom volunteers work together to complete watering operations.

This option would require 1 x Maghull Town Council Facilities Officer and 1 x Maghull in Bloom Volunteer working together to complete watering operations. There would be a requirement for Maghull in Bloom to undertake standpipe water training, ensure required public liability insurances are in place and to wear required personal protective equipment.

4. Maghull in Bloom Volunteers complete watering operations.

This option would enable Maghull in Bloom volunteers to complete watering operations, having use of Maghull Town Council vehicles to support operations. This option would require an amendment to Maghull Town Council vehicle insurance, Maghull in Bloom to undertake standpipe water training, ensure required public liability insurances are in place and to wear required personal protective equipment.

5. Increased role of local businesses to support watering operations

The focus of this option is that local businesses play more of a role in watering operations. That local businesses water planters/barrier basket outside their premises using their own water supply and/or grey water. It is proposed that this option could be progressed through the "Better Maghull" workstream of Community Support & Engagement Committee.

Recommendation(s):-

Full Council is requested to:-

1. Consider the likely operational and financial implications of Maghull Town Council committing to watering operations at Maghull Square in 2019.
2. Consider alternative options of Maghull Town Council completing watering operations at Maghull Square in 2019, with a view to holding further discussions with Maghull in Bloom representatives and interested parties at Maghull Square.
3. Note the contents of this report.

MAGHULL TOWN COUNCIL

Grant Application

Any grant received from the Town Council **MUST** be used solely for the purposes specified in the application – if this is not the case then the applicant will be liable for full repayment of the grant to the Town Council, immediately.

Date	November 2018		
Name of Group/Body	MAGHULL IN BLOOM		
Please provide details of charity no., company reg no. or constitution.	Community group with constitution, financial regulations, bank account and annually audited accounts		
Purpose for which required	Grant towards cost of plants for the year round displays in Central Square in 2019.		
Description of project	Providing floral displays in Central Square for the benefit of all residents and to encourage shoppers		
Amount applied for	£2,000		
Latest accounts	attached		
Quotations attached	no		
Level of subs or payments made by members to group/body	No fee required as members are contributing their work for the benefit of Maghull residents. However, some members make regular or occasional voluntary financial donations to Maghull in Bloom and many members assist with fund raising. Through raffles, talking to groups, plant sales and street collecting.		
Please provide information on the social, economic & environmental outcomes of your groups activity	Social	Economic	Environmental
	Reducing social isolation: We provide around 50 sessions annually of outdoor activities, professional development; working together, socialising over tea & coffee .	We bring new money into Maghull and we spend it in or nearby to Maghull. Since 2007, we have brought nearly £100,000 new money into Maghull [excluding Maghull Town Council Grants]. Our displays make it a pleasure to shop in Maghull all year round	We draw attention to improving our environment. This encourages others to improve the environment. We reduce litter with weekly litterpick along canal towpath..
Has application been made to another body. Please give details	Our 2018 application to Awards for All [National Lottery] was successful. We plan to apply for another NL grant at the earliest possible date, i.e.in February 2019		
Person responsible	Anne Hill, Treasurer Maghull in Bloom		
Contact details	28A Foxhouse Lane L31 3 EZ 0151-531-9438		
Signature	Anne Hill		

The clerk must receive an application more than 7 days before the next Town Council Meeting for it to be listed for consideration.

Grant Application for 2019

Presentation to Maghull Town Council - December, 2018

1. Maghull in Bloom Requests for 2019

- That Maghull Town Council waters the Central Square displays from 1st June to 30th September, 2019 and contributes £2,000 grant towards the cost of the plants.
- The use of a Town Hall meeting room for 12 meetings in 2019 [only
on dates when the rooms are not being used otherwise.]

MiB appreciates the essential support of Maghull Town Council.

Central Square floral displays rely on MTC and MiB sharing the costs and work.

Central Square displays generate sponsorship on average of £5,000 annually to MiB.

2. Maghull in Bloom - Plans for Activities in Maghull in 2019

- Central Square *[in collaboration with Maghull Town Council]*
 - Year round displays, pavement planters & barrier planters
- The Meadows
 - Fruit Meadows *[in collaboration with Maghull Town Council]*
 - Blackcurrant, rhubarb, redcurrant, gooseberry and jostaberry bushes
[now producing harvests]
 - Car Park Beds *[in collaboration with Sefton Council]*
 - Summer hanging basket display
 - Entrance planters – year round displays
 - 6 large flowerbeds - weeded, fully planted
 - Bobbies Wood
 - Display of tete a tete daffodils, planted by families in October this year
- Tree View Court/Station Road; wonderful displays *[in collaboration with Great Mogul pub]*
- Canal towpath weekly litter-pick and 3 planters
- Gateway planters – 5 roadside planters – year round displays
- Deyes Lane shopping parade hanging baskets
- Occasional extra litter picking sessions

3. Maghull in Bloom Volunteers *[background information]*

- Started in 2007; open, free membership, monthly meetings; 25+ active members including committee of 8; constitution; bank account, annually audited accounts.
- Volunteers help to make Maghull a better place to live and work.
- In 2018, over 2,000 Maghull in Bloom volunteer hours were devoted to the organisation and improvement of public spaces IN MAGHULL *[CVS value volunteer work @ £10+ an hour, so that is over £20,000 worth of time]*.
- Monthly e-mailed newsletter distributed to 40+ households *[councillors are welcome to receive the newsletter – give your e-mail address to John Harrison]*
- Facebook page 'Maghull in Bloom News' , sharing our postings with "The Official Maghull Community Page" *[with 4,500 members]*.
- Scheduled practical & learning activities, social interaction whilst working in public spaces, maintaining floral displays and improving the 'grot spots'. This is a 'health and well-being' programme for mainly senior citizens in collaboration with Maghull and Sefton Councils.
- Sustainability – we are using fewer annuals; and increasing our use of perennials, propagating and overwintering to reduce the annual cost of plants.
- Britain in Bloom North West awards since 2008,
 - i. many 'outstanding' and 'thriving' Neighbourhood Awards every year
 - ii. 4 Gold and 2 Silver Gilt Awards for Maghull *[large town category]* ;
 - iii. Discretionary Awards for Community Involvement and the Fruit Meadows.
- Finance *[information below is taken from the independently & professionally audited annual accounts from 2008 to 31.8.2017]*
 - i. We are wholly dependent on sponsorship and grants.
[Grants cover specific capital and/or revenue expenditure within a stated period].
 - ii. The National Lottery & Maghull Town Council grants have provided the vast majority of the finance to support our activities .
 - iii. We have a rising level of support from local businesses and residents, reaching over £6,000 this year.
 - iv. In 10 years we have raised over £130,000 *[of which £29.5K is from Maghull Town Council]* and spent it in Maghull *[we use local businesses whenever possible]*
 - v. In 11 years we have slowly accrued sensible reserves. The reserves would cover approx. 1 year's spend if grants are no longer available. Reserves are also essential for capital costs/replacements and to fill the spending gap between grants.

For every £1 grant MTC has given to MiB, we have generated another £4

**MAGHULL IN BLOOM
RECEIPTS AND PAYMENTS ACCOUNT
YEAR ENDED 31 AUGUST 2018**

Cash at 1 September 2017

RECEIPTS

Grants
Donations / Sponsorship / Fund raising

PAYMENTS

Plants / Compost / Ground prep etc
Tools / Equipment
Competition
Training / Advice / Support
Publicity
T Shirts / Hi Viz
Signs
Refreshments
Administration

Surplus / (Deficit) for the year

Cash at 31 August 2018

ACCOUNTANT'S REPORT

I confirm that the above statement has been compiled from the records and explanations presented to me.

D Nicholls FCCA
20 October 2018

Restricted Funds				
Maghull Town Council £	2016-17 National Lottery £	2017-18 National Lottery £	Total Restr. Funds £	
0	631	0	631	
2,000		10,000	12,000	
<u>2,000</u>	<u>0</u>	<u>10,000</u>	<u>12,000</u>	
2,000	20	5,500	7,520	
	27	202	229	
			0	
	530	2,375	2,905	
		420	420	
			0	
		630	630	
	4	147	151	
	50	149	198	
<u>2,000</u>	<u>631</u>	<u>9,422</u>	<u>12,053</u>	
0	-631	578	-53	
<u>0</u>	<u>0</u>	<u>578</u>	<u>578</u>	

Total Unrestr. Funds £
14,449
0
<u>6,785</u>
<u>6,785</u>
3,020
85
110
730
413
630
335
298
<u>5,621</u>
1,164
<u>15,613</u>

2017-18 Total £
15,080
12,000
<u>6,785</u>
<u>18,785</u>
10,540
314
110
3,635
833
0
1,260
486
496
<u>17,674</u>
1,111
<u>16,191</u>

2016-17 Total £
12,360
12,000
<u>4,527</u>
<u>16,527</u>
9,795
369
80
1,885
496
120
0
441
621
<u>13,807</u>
2,720
<u>15,080</u>

APPROVAL BY THE COMMITTEE

The above statement was approved by the committee on..... (Date)

.....
Chairman

Report to: Finance & Amenities Committee
Date of Meeting: 12th December 2018
Agenda Item Number 10
Subject: Recording Table of Service Requests and Complaints
Report of: Operations, Contracts & Business Development Manager
Exempt / Confidential Report: No

Summary

To provide Members with an overview of service requests and complaints received by Maghull Town Council since the last meeting of Finance & Amenities Committee in September 2018.

Maghull Town Council Priority	Yes/No
1. Development of a Neighbourhood Plan	No
2. Financial Prudence	Yes
3. Implementation of a Green Strategy	Yes
4. Development and consolidation of leisure and community activities	Yes
5. Develop services for older residents and those who may be socially isolated	No
6. Develop services for younger people	No
7. Expansion of apprenticeship programme and community-based learning	No
8. Closer collaboration with Voluntary, Community and Faith Sector	No
9. Development of Maghull Business and Community Forum	No

Recommendation(s)

Finance & Amenities Committee is requested to:-

1. Note the contents of this report.

Reasons for Recommendation(s)

Service requests and complaints are an important part of Maghull Town Council's transactions with the community. It is important that this information is monitored to ensure that as an organisation, we are responsive to the needs and requests of our community.

Alternative Options Considered and Rejected

None.

What will it cost and how will it be financed?

(A) Revenue

Costs for the resolution of service requests and/or complaints are met by 2018/19 core budgets.

(B) Capital

None

Implications of Recommendations:

Financial Implications	Costs for the resolution of service requests and/or resident complaints will be met through 2018/19 core budgets.
Resource Implications	Officer time in terms of resolution of service request and/or resident complaint.
Legal Implications	Legislation may apply depending on the nature of complaint raised e.g. Wildlife & Countryside Act 1981 regarding hedge cutting.
Equality & Diversity Implications	None.

Implementation Date for Decision

Immediately following the conclusion of Finance & Amenities Committee.

Appendices

None

Background Papers

None

Contact Officer	Alex Spencer – Operations, Contracts & Business Development Manager
Telephone Number	0151 526 3705
Email Address	Alex.spencer@maghull-tc.gov.uk

1. Background

During the 2016/17 municipal year, a recording table for operations, service requests and residents' complaints was introduced in order to more effectively prioritise and direct council resources.

The recording table continues to be maintained by officers, who update on a regular basis.

This is the eleventh occasion on which information from the recording table has been reported to members. For completeness, information reported in the 2016/17 and 2017/18 municipal years has been included to enable a comparison with the same point of the year.

Table 1.0 – Service Requests / Complaints received, Number Resolved and Number Requiring Resolution at Time of Writing Report

TABLE 1.0				
	Service Requests / Complaints Received	Number Resolved	Number Requiring Resolution	Number of Unresolved Carried Forward from last meeting
Meeting One – 2016/17	9	7	2	
Meeting Two – 2016/17	14	12	2	
Meeting Three – 2016/17	9	4	5	
Meeting Four – 2016/17	18	16	2	
Meeting One – 2017/18	37	31	6	
Meeting Two – 2017/18	42	24	18	
Meeting Three – 2017/18	24	14	10	
Meeting Four – 2017/18	22	16	6	
Meeting One – 2018/19	31	22	9	
Meeting Two – 2018/19	27	19	8	6 of 9
Meeting Three – 2018/19	27	16	11*	2 of 6

*3 of these service requests/complaints are the responsibility of Sefton Council to resolve.

Table 2.0 – Categorisation of Service Requests / Complaints Received Since Last Meeting of Finance and Amenities Committee

TABLE 2.0			
Category of Service Request / Complaint	Resolved	Unresolved	Not MTC responsibility*
Grounds Maintenance (Parks, Trees & Hedges)	10	4	1
Highways	0	0	2
Asset Maintenance	3	3	0
Dog control and dog waste	2	0	0
Cleansing	1	0	0
Asset Maintenance	1	0	0
TOTAL	17	7	3

*The three service requests/complaints which are not the responsibility of Maghull Town Council to resolve related to maintenance of the highway and maintenance of land not owned by Maghull Town Council. These issues were referred to Sefton Council for resolution.

Table 3.0 – Nature of Unresolved Service Requests / Complaints

TABLE 3.0		
Category of Service Request / Complaint	Unresolved	Nature
Grounds Maintenance (Parks, Trees & Hedges)	4	<ol style="list-style-type: none"> 1. Overgrown vegetation near Peel Walk 2. Overhanging tree at Whinneybrook Playing Field. 3. Maintenance of hedges at Alscott Close. 4. Maintenance of tree at Glenn Park.
Asset Maintenance	3	<ol style="list-style-type: none"> 1. Maintenance of fencing at Old Hall Park near to children's play area. 2. Maintenance of lighting at King George V Playing Field. 3. Maintenance of lighting at Hall Lane Playing Field.
TOTAL	7	

Table 4.0 – Unresolved Service Requests / Complaints Carried forward from Last Meeting of Finance and Amenities Committee in July 2017

TABLE 4.0		
Category of Service Request / Complaint	Unresolved	Nature
Grounds Maintenance (Parks, Trees & Hedges)	3	<ol style="list-style-type: none"> 1. Maintenance of privet bordering Brendale Avenue 2. Overhanging Tree from Whinneybrook Playing Field 3. Overhanging Tree from Ballswood
Flooding	1	<ol style="list-style-type: none"> 1. Round Meade resident complaining of flooding to rear of garden from park.
TOTAL	4	

Summary of Operations From Contracts, Operations and Business Development Manager

Since the last meeting of Finance and Amenities Committee, a total of 27 service requests and/or complaints have been received. 16 of those received have been resolved (59.3%), though at the time of writing 8 remain unresolved (29.6%) 3 of the total 27 received are the responsibility of Sefton Council to resolve; and appropriate officers have been contacted to ensure resolution.

The majority of service requests received relate to grounds maintenance, within which, the most frequently complained area was overhanging trees.

Since the last meeting of this committee, we have received a completed tree survey from Knowsley Council (who have undertaken tree survey on our behalf). This survey has recommended a number of actions, and have prioritised work ranging from priority one (remedial action should be taken within a month) to priority four (regular inspection of healthy trees).

Where residents have made requests/complaints regarding trees, officers have fed back that a tree survey is underway. Now officers are in receipt of a completed report, we will action those trees identified at priority one.

As a result of this survey, the council is in a strong position, both in terms of dedicating where resources should be deployed i.e. in the resolution of priority one trees, but also in terms of defending (to residents) why work is not being completed against trees which are large but perfectly healthy.

Significant progress is also being made in terms of winter works operations. Hedges in Dodds Park, Mersey Avenue Park and Moss Park have been significantly lowered in order to make maintenance easier throughout the year. Officers have worked extremely hard reducing the height of hedges to circa 4ft, and in some cases

removing completely. Recently purchased equipment including our tractor, cutting arm and chipper have been deployed to support these works. Residents have praised the work of officers, and have commented that their efforts have made a real difference to the look and safety of the park.

Recommendation(s):-

Finance & Amenities Committee is requested to:-

1. Note the contents of this report.

