



**MAGHULL
TOWN
COUNCIL**

Maghull Town Hall

Hall Lane, Maghull,

Merseyside L31 7BB

Telephone: 0151 526 3705

Facsimile: 0151 520 0253

E-mail: info@maghull-tc.gov.uk

Web Site: maghull-tc.gov.uk



To: The Mayor and Members of Maghull Town Council, Maghull Town Hall, Hall Lane, Maghull.

You are hereby summoned to attend the Ordinary Meeting of the Council which will be held in the Council Chamber, Maghull Town Hall on Wednesday 6th December 2023 at 6:30 PM to transact the business detailed below.

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 Town Clerk at least 24 hours in advance of the meeting.

1 Apologies For Absence

2 Declarations of Interest

3 Public Participation.

4 To Confirm the Minutes of the Last Meeting

To confirm the minutes of the meeting held on Wednesday 18th October 2023 as a correct record. (Pages 1-5)

5 Council Vacancy

Members are asked to consider the report regarding the four vacancies on the Council. (Pages 6-8)

6 Maghull Football Club Improvements

Members are asked to consider the report regarding the improvement to Old Hall Playing Fields (Pages 9-10)

7 World War 1 Project

Members to receive an update regarding the works to KGV Playing Fields and the placement of the Panels - To follow

8 Parking in Maghull

Members to consider parking issues around Maghull town centre. Verbal report by Cllr Darlington.

9 Maghull Advice Centre

Members to receive an update regarding the invitation to quote for services at the Advice Centre.

Verbal update

P.T.O

10 Planning Applications.

Members to consider an appropriate response to any major planning applications or changes of use or any applications notified by residents.

Erection of a new Cooperative Foodstore (Class E), with new shopfront including signage zones, new access, car park / community space, and new secure yard/plant enclosure, including installation of external plant following the demolition of existing buildings. (Resubmission of DC/2023/01142 withdrawn 29.8.2023). Open for comment icon

180 Liverpool Road North Maghull L31 2HP

Ref. No: DC/2023/01953

Members also to receive updates regarding prior applications.

11 Municipal Calendar 2023/24

Members are asked to agree the changes to the Municipal Calendar (Page 11)

12 Christmas Close Down

Members are asked to note the Christmas Close Down for the Council. The Council offices will be closed from 1 pm on Friday 22nd December until 9 am on Tuesday 2nd January 2024.

14 Chair's Report

For noting only

15 Exclusion of the Press and Public

That, in accordance with Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they contain exempt information under paragraph(s) 5 of Part 1 of Schedule 12A of the Act, and it would not, on balance, be in the public interest to disclose the reports.

16 Update on Leases

Members are asked to consider the report on the leases for the Venue and for Maghull Football Club. (Pages 12-15)



Miss A. McIntyre FSLCC
Town Clerk

Minutes of the Full Council Meeting Held Wednesday 18th October 2023 at 6:30 PM

Those present :

Mayor : Cllr K Hughes

Councillors : Cllr L Birchall, Cllr G Birchall, Cllr P Brougham, Cllr R Ferguson, Cllr D
Leatherbarrow, Cllr S May, Cllr P McCormack, Cllr C Parker

Officers : P Dillon, S Larking, A Mc Intyre, K Spofforth

1 Minutes Silence

A minute's silence was held to commemorate the sad passing of Cllr Matthew Lock.

The Leader thanked Cllrs and Officers for their support and understanding at this difficult time and for the respect shown to Cllr Lock.

2 Apologies For Absence

Apologies had been received from Cllr J Sayers, Cllr J Desmond, Cllr P Darlington, Cllr Jo Burns

3 Declarations of Interest

None received.

4 Public Participation.

None notified. A member of the public was in attendance.

5 To Confirm the Minutes of the Last Meeting

RESOLVED that the minutes of the meeting held on 6th September 2023 be approved.

6 Council Vacancy

The Town Clerk confirmed there were 3 vacancies on the Council. Vacancies could be filled by either election or co-option. By-elections would be held if, following the advertisement of the vacancy for 14 days, 10 electors sent a written request to the returning officer at Sefton Council. The costs of elections are between £2,500 to £5,000 per ward. If no requests were received vacancies could be filled by co-option. It would be up to Cllrs how they co-opt as there is no set procedure for this.

RESOLVED that the report be noted.

7 Appointment of Committees, Membership and Substitution Arrangements for the Municipal Year 2023/24

It was agreed that Cllr McCormack would join and be Chair of Finance and General Purposes Committee. Cllr Parker to step down as vice chair when Committee established.

Cllrs Parker, Brougham, McCormack, L Birchall and Sayers to be members of Personnel Sub Committee

RESOLVED that:

1. Cllr McCormack be elected at Chair of Finance and General Purposes Committee

2. Cllrs Parker, Brougham, McCormack, L Birchall and Sayers to be members of Personnel Sub Committee

3. The report be noted

8 Appointment of Representatives on External Bodies

RESOLVED that Cllr Desmond be appointed as representative to Maghull in Bloom.

9 Maghull Advice Centre

Members were informed that the lease break for the MAC needed to be activated, if Council so chose, by 31st October 2023.

Comments from Cllrs:

- Noted that budget included a post for a co-ordinator at MAC
- Clarification sought about officer time spent at MAC

In response the Town Clerk reported that:

- The MAC budget included an Admin Assistant. This post was vacant as the split between the Admin Assistant and volunteers was unclear. Not felt necessary to fill the post due to the quality of volunteers
- Officer time was mostly spent organising the volunteer rota and covering when volunteers were not available. The Town Clerk and Community Services Manager generally covered the gaps although the Facilities Manager would also step in.

Cllr McCormack provided feedback as a volunteer at MAC:

- Volunteered since MAC opened. Some challenges
- Great that there are volunteers but its disjointed. Unclear who is in charge. Small things are problematic; communication is difficult; unclear what expected of volunteers; issues about day to day management. Would run more smoothly if more organised
- Helpful to provide more details of what services are offered e.g. Big Help offer different services on different days but that's not clear to service users and volunteers can book people into the wrong service
- Concerns about training. Will raise at review meeting on 26th October

Key points from Cllrs:

- Consider a different base for MAC including other MTC owned buildings
- Difference in rent for shop in Square compared to MAC site?
- Could MAC be used in the evening to offer better VFM
- If continue with current lease what is the term?
- Clarification about rota and services available from providers and incentive for Vauxhall Law Centre (VLC)
- Service users come in with one issue but likely to have others
- Helpful to have handover system and a way (e.g. a book) of recording common issues
- Meeting to be held about organisations and services; Barry Nixon's Monday morning session to be changed to "general advice"
- Thanks to Bill Esterson MP for help in getting phone line set up after months of delay by BT
- Consider a temp post to help with organisation as budget in place
- Pleased Veterans are hosting sessions
- Issues about reports from VLC, very loose. Disappointed that not able to provide

more data, excuse given that delay to telephone/internet services at MAC.
Information not provided that MTC paid for.

- Noted that income for Facebook page had stopped
- Noted that budget on page 16 is for the current (2023/24) financial year
- Going forward would like to see how budget progressing and have commentary added against budget headings; show overspend in colour on electronic copies

In response Officers made the following points:

- While Vauxhall Law Centre (VLC) had provided some training they had not picked this up as expected
- Citizens Advice previously based at Town Hall. Issue that it wasn't central, buses go to Maghull Square. Set up not ideal on the ground floor of Town Hall; face to face contact important
- Town Council owns land but not buildings; looked at other places but no suitable alternative; submitted a grant application for Activity Room, if relocate MAC to Town Hall would restrict use of Activity Room
- MAC site has its challenges e.g. kitchen and toilets outside. If receive funding/grant would look to make changes
- Current rent is £11,000 a year; reducing to £450 a month for 9 months from November 2023; capital outlay required to convert a shop; already spent considerable capital costs on the current site
- Blessed with volunteers; recognise issues but runs smoothly on the whole, very few days when service not open; lessons learnt and room for improvement
- MAC can't be sublet
- If continue with the current lease and don't enact the break clause the contract runs to November 2025
- Services as follows:

Monday

AM: Barry Nixon Cme - Advice and signposting including on mental health issues (not physical health)

PM: Big Help – employability advice

Tuesday

AM: Big Help – Debt advice

PM: Sefton CVS - Community Connector/Social Prescriber

Wednesday

AM: MTC

PM: Digital Hub

Note: Veterans session second Wednesday of the month

Thursday

AM: Vauxhall Law Centre - triage

PM: Vauxhall-Law Centre - appointments/casework

Friday

AM: Vauxhall Law Centre - triage

PM: Vauxhall Law Centre - appointments/casework

- Keen to get a range of services/providers in place.
- Big Help were keen to provide services in Sefton. Now work in Bootle as well as Maghull. Workers can provide advice on utilities including Direct Debits/tariffs and caps
- There is a Service Level Agreement with VLC There is a waiting time for outcomes from completed forms
- Open to other providers. Service users have helped identify needs
- Referral forms available for volunteers to record issues service users present with
- SLA with VLC ends on 9/1/24. Will go out for quotes for the service. Looking for a range of services
- Income from Facebook page stopped as Evolve/Grainrent had not paid invoices. Invoice for September not paid yet. Debtors policy applied.
- Will be hosting drop in sessions about budget setting in November in advance of Finance & General Purposes(F&GP) Committee in December. F&GP will make recommendations to Full Council in January/early February. Will need Council Tax base to agree budget.

RESOLVED that:

- 1. That the MAC's lease be continued for another two years (to November 2025)**
- 2. The progress of the MAC be noted**
- 3. Officers be authorised to apply for an Awards for All bid for £20,000 to be targeted for the MAC;**
- 4. The report be noted.**

10 AGAR - Annual Return to External Auditor

Members were informed that some figures on the Accounting Statement for 2022/23 had been revised. This was because money from reserves, used for play equipment, had been counted as income in previous years. The report was unqualified, even with the changes. The report was on the Council's website to comply with the openness/transparency requirements.

RESOLVED that the report be noted.

11 Planning Applications.

No major/change of use applications submitted. Noted that planning application for electronic notice board on Town Hall site was refused.

RESOLVED that the report be noted.

12 Youth Council

Members were informed that proposals for a Youth Council came from the Leader's discussions with Maghull schools. They want to be involved in proposals for youth activities. As well as schools (including juniors) could reach out to ATC. Received £1,000.00 funding from PCC Community Resilience Fund to support the development of a Youth Council and possibly a Young Mayor.

In response Members agreed to proposal for a Youth Council and for grant funding to trial youth activities. Noted that working with Council offers good volunteering opportunities and could help with career plans.

RESOLVED that

- 1. A Youth Council to be formed as per the road map provided within the**

report

2. The report be noted

13

Minutes for Noting

RESOLVED that minutes of Amenities Committee on 12th July 2023 be noted.

14

Chairman's Closing Comments

The Chair reported that he had spoken to Mr and Mrs Lock. The outpouring of support has helped them and provided comfort. They appreciated what the Town Council has done. Ideas for a tribute e.g. a tree in the rose garden to be discussed with Mr and Mrs Lock. Mr & Mrs Lock would like the tributes at the subway to stay for the time being. Cllr Lock's friends had done some tidying of tributes. It was noted that the Council would help remove tributes, when the time is right.

RESOLVED that the report be noted.

CHAIR

Report to: Full Council
Date of Meeting: 6th December 2023
Agenda Item Number 5
Subject: Council Vacancy
Report of: Town Clerk
Exempt / Confidential No
Report:

Summary

To inform Council of the progress made in filling the four vacancies on the Council.

Maghull Town Council Priority	Yes/No
1. A Sustainable and Greener Maghull	No
2. High Quality, Accessible, Biodiverse Green Spaces and Parks	No
3. An Excellent Offer for the Youth of Maghull	No
4. A Great place to Live, Work and Visit	No
5. Statutory Requirement	Yes

Recommendation(s)

1. Council notes the update
2. Council decides how to fill the co-option vacancy in North Ward
3. The report be noted.

Reasons for Recommendation(s)

Council needs to be kept informed as to the progress of filling the vacancies.

Alternative Options Considered and Rejected

None

What will it cost and how will it be financed?

(A) Revenue

This information is contained within the body of the report.

(B) Capital

None

Implications of Recommendations:

Financial Implications	Contained in the report
Resource Implications	Room hire/loss of revenue
Legal Implications	LGA 1972, Representation of the People Act 1983
Equality & Diversity Implications	None

Implementation Date for Decision

The next Council meeting is proposed for 29th January 2024 when the co-option vacancy should be filled. The three vacancies for East Ward will be filled on 21st December 2023.

Appendices

None

Background Papers

None

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

1. Background

The Council is currently running with 4 vacancies, one in North Ward and three in East Ward. There have been a number of resignations since the last Council meeting. This means that the Council has only 75% of its membership.

As usual, the notification of the vacancies was published and this has led to a by election in East Ward which will be held on 21st December 2023. This will fill three of the four vacancies on the Council. However, the vacancy in North Ward has not triggered a by election and this means that the vacancy can be filled by co-option. Members can decide whether to use the previous method of filling the vacancy which is the candidate answers two questions by email and is interviewed by full council. The questions are:

1. What experience do you bring to the Council and
2. What do you hope to achieve?

If there is more than one candidate, then they are interviewed in turn. Members then vote on which candidate they prefer. The vote is by a show of hands. The successful candidate then joins the Council as a co-opted (full) member.

The by election will have a cost implication for the Council. The current estimate of costs is £14,000. However, it is hoped that this cost will be reduced by 20% by Elections at Sefton. The Town Hall will be hosting the count on the night of 21st December and Glenn Park Pavilion will be provided free of charge. The costs for opening up and cleaning will be covered by the Council. The Council had been heading for a small underspend, mostly from the staffing budget but this will need to be used to cover the cost of the election.

Recommendation(s):-

- 1. Council notes the update**
- 2. Council decides how to fill the co-option vacancy in North Ward**
- 3. The report be noted.**

Report to: Full Council
Date of Meeting: 6th December 2023
Agenda Item Number 6
Subject: Maghull Football Club Grounds Improvements
Report of: Town Clerk
Exempt / Confidential No (Part A)
Report:

Summary

To inform Council of the plans and timetable for the improvements to Old Hall Playing Fields following the granting of planning approval by SMBC to Maghull Football Club.

Maghull Town Council Priority	Yes/No
1. A Sustainable and Greener Maghull	Yes
2. High Quality, Accessible, Biodiverse Green Spaces and Parks	No
3. An Excellent Offer for the Youth of Maghull	Yes
4. A Great Place to Live, Work and Visit	Yes
5. Statutory Requirement	Yes

Recommendation(s)

1. To note the plans for the improvements to the football pitch.
2. To note the report.

Reasons for Recommendation(s)

The full matter will be discussed under Part B (closed) due to the fact that legal advice has been sought regarding the lease, the improvements and the covenants on the land.

Alternative Options Considered and Rejected

None. The Council is the owner of the land and it is appropriate for the matter to be discussed by Full Council.

What will it cost and how will it be financed?

(A) Revenue

None

(B) Capital

None. The improvements are being funded by the Football Club via external funding.

Implications of Recommendations:

Financial Implications	None
Resource Implications	None

Legal Implications	LGA 1972,
Equality & Diversity Implications	None

Implementation Date for Decision Immediately following the meeting.

Appendices

Plans for the improvements. (sent separately)

Background Papers

Report to Amenities Committee 14.07.2021

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

1. Background

Maghull Football Club wish to improve their ground on old Hall Playing Fields by the addition of a fence, dugouts, supporters stands and flood lighting. Permission was given by the Council for the Club to apply for planning approval at the Amenities Committee meeting of 14th July 2021 although the Council retained the right to comment on the application when it was submitted.

2. Current Position

Maghull Football Club has successfully obtained planning approval and the works are due to start in the new year.

As the landlord, the Council now needs to oversee the plans to ensure they are appropriate and to seek out the timetable for the works. It should be noted that the approval requires the Club to mark out the car park with car parking spaces. As this land is not within their demesne, the Council needs to discuss the matter and see the plans before permission can be given.

Recommendation(s):-

- 1. To note the plans for the improvements to the football pitch.**
- 2. To note the report.**

Municipal Calendar 2023-2024

Date	Meeting	Date	Meeting
2023		2024	
17 th May	Full Council (Annual Council)		
29 th May – 2 nd June	Half Term	22 nd December – 7 th January	Christmas Holidays
7 th June 28 th June	Community Services Full Council	3 rd January 29 th January (MONDAY)	Finance & General Purposes (Budget) Full Council (Budget Council)
12 th July 19 th July	Amenities Finance & General Purposes	7 th February 12 th – 16 th February	Amenities Half Term
19 th July – 3 rd September	Summer Holidays	21 st February	Community Services
6 th September	Full Council	13 th March 21 st March	Finance & General Purposes Personnel Sub Committee
13 th September 20 th September 27 th September	Community Services - POSTPONED Amenities Finance & General Purposes – POSTPONED	28 th March – 14 th April	Easter Holidays
3 rd October (TUESDAY) 18 th October	Community Services Full Council	24 th April	Town Assembly/Full Council
23 rd Oct – 27 th Oct	Half Term	2 nd May	Elections
8 th November 15 th November	Community Services Amenities	15 th May	Full Council (Annual Council)
6 th December 13 th December	Full Council Personnel Sub Committee		

Please note: All meetings will take place on a Wednesday and start at 6.30 pm in the Council Chamber at Maghull Town Hall.

