

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

MM

- 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 Evovle/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**

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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

6/12/23.

