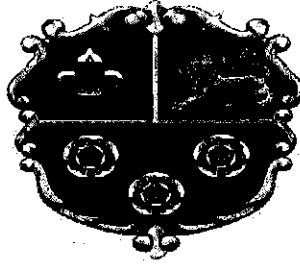


PRESCOT TOWN COUNCIL



Prescot Town Hall, 1 Warrington Road, Prescot, Merseyside. L34 5QX

Telephone: 0151-426-3933

email: enquiries@prescot-tc.gov.uk

Dated this 18th Day of July 2024

To the Mayor and Members of Prescott Town Council

YOU ARE HEREBY SUMMONED TO ATTEND
a meeting of Prescott Town Council
to be held on Thursday 25th July 2024

at

Prescot Town Hall

commencing at 6.00 p.m.

A handwritten signature in black ink, appearing to read 'Alex Spencer', written in a cursive style.

Alex Spencer
TOWN CLERK

A G E N D A

1	TO RECEIVE APOLOGIES	Verbal
2	PUBLIC OPEN FORUM To provide members of the public with the opportunity to ask questions of the Council.	Verbal
3	DECLARATIONS OF INTEREST <i>In accordance with Standing Order 5.k.iii, members are invited to indicate and interests they may have in relation to items on the agenda for the meeting.</i>	Verbal
4	MINUTES OF THE PREVIOUS COUNCIL MEETING To APPROVE AND SIGN the minutes of Town Council held on Thursday 27 th June 2024 as a true and accurate record of the business transacted.	Pages 5 to 9
5	MINUTES OF THE COUNCIL COMMITTEE MEETINGS To NOTE the minutes of the following Committee meetings: Finance, Policy & HR Committee held on Thursday 11 th July 2024	Pages 10 to 13
6	REPORT ON COUNCIL RESOLUTIONS DURING 2024/25 Members are asked to CONSIDER the report and AGREE the recommendations contained within.	Pages 14 to 18
7	ANNOUNCEMENTS FROM THE LEADER To receive announcements from the Leader of the Council. <u>FOR INFORMATION AND TO RECEIVE QUESTIONS FROM MEMBERS</u>	Verbal
8	ANNOUNCEMENTS FROM THE TOWN CLERK To receive announcements from the Town Clerk. <u>FOR INFORMATION AND TO RECEIVE QUESTIONS FROM MEMBERS</u>	Pages 19 to 20

9	<p>REPORTS AND PRESENTATIONS FROM REPRESENTATIVES AT CONFERENCES OR OUTSIDE BODIES</p> <p>To receive reports and presentations from representatives at conferences or outside bodies.</p> <p><u>FOR INFORMATION AND TO RECEIVE QUESTIONS FROM MEMBERS</u></p>	Verbal
10	<p>MAYORAL ENGAGEMENTS</p> <p>To receive the schedule of forthcoming Mayoral engagements:</p> <p><u>FOR INFORMATION ONLY</u></p>	Pages 21 to 22
11	<p>PLANNING APPLICATIONS</p> <p>Members are asked to <u>CONSIDER</u> any planning applications received and <u>AGREE</u> to make comment on those they feel require a response.</p>	Pages 23 to 25
12	<p>PLANNING DECISIONS</p> <p>Members are asked to <u>NOTE</u> any planning decisions received.</p>	Page 26
13	<p>FUNDING APPLICATIONS</p> <p>To <u>CONSIDER</u> and <u>APPROVE, DEFER</u> or <u>REJECT</u> the funding application from:</p> <ul style="list-style-type: none"> • Friends Of Halsnead Allotment and Food Initiative Group • Unity Morris Dancers • Green Fingers Community Allotment Group 	Pages 27 to 37
14	<p>COMMUNITY FUND WORKING GROUP</p> <p>Members are asked to <u>CONSIDER</u> the report and <u>AGREE</u> the recommendations contained within.</p>	Pages 38 to 44
15	<p>DRAFT ANNUAL REPORT 2023/24 (TEXT VERSION)</p> <p>Members are asked to <u>CONSIDER</u> the report and <u>AGREE</u> the recommendations contained within.</p>	Pages 45 - 67
16	<p>RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC</p> <p>By virtue of Standing Order 3D, that members of the press and public be excluded for the remainder of the meeting given the confidential nature of the business to be transacted or for other special reasons.</p>	

17	BAR CONCESSION TENDER 2024 Members are asked to <u>CONSIDER</u> the report and <u>AGREE</u> the recommendations contained within	Pages 68 to 72
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PRESCOT TOWN COUNCIL

TOWN COUNCIL MEETING

25th JULY 2024

REPORT TITLE:

Minutes of Previous Town Council Meeting

BACKGROUND TO THE REPORT:

As members are aware the minutes of all Town Council Meetings are required to be agreed as a true and accurate record of the business transacted at the meeting.

PURPOSE OF REPORT:

To **APPROVE** and **SIGN** the minutes of the Meeting of the Town Council held on 27th June 2024.

REPORTS PREPARED BY:

Alex Spencer – Town Clerk

PRESCOT TOWN COUNCIL

A meeting of the **COUNCIL** for the **TOWN OF PRESCOT** was held on **THURSDAY, 27th JUNE 2024** in **PRESCOT TOWN HALL**, commencing at **5.30 P.M.**

ELECTED MEMBERS PRESENT

Councillors J. Burke, M. Burke, P. Cook, J. Edgar, P. Goodwin, T. Murray, I. Smith, T. Smith, P. Shaw, G. Wickens and F. Wynn.

TOWN COUNCIL OFFICERS PRESENT

A. Spencer (Town Clerk)

ALSO IN ATTENDANCE

No members of the public were in attendance.

<u>26.</u>	<u>TO RECEIVE APOLOGIES</u> Apologies were received from Cllr M. Sommerfield
<u>27.</u>	<u>PUBLIC OPEN FORUM</u> No members of the public were in attendance.
<u>28.</u>	<u>DECLARATIONS OF INTEREST</u> Declarations of Interest were received from the following: - <ul style="list-style-type: none">• Cllr M. Burke for Item 11 Planning Applications & 12 Planning Decisions• Cllr I. Smith for Items 11 Planning Applications & 12 Planning Decisions
<u>29.</u>	<u>MINUTES OF THE PREVIOUS COUNCIL MEETING</u> It was UNANIMOUSLY RESOLVED that the minutes of the previous council meeting held on 30 th May 2024 be APPROVED AND SIGNED as a true and accurate record of the business transacted.
<u>30.</u>	<u>MINUTES OF THE COUNCIL COMMITTEE MEETINGS</u> It was UNANIMOUSLY RESOLVED to NOTE minutes of Finance, Policy & HR Committee held on 23 rd May 2024.

31.	<p><u>REPORT ON COUNCIL RESOLUTIONS DURING 2024/25</u></p> <p>It was UNANIMOUSLY RESOVED to NOTE progress against resolutions as presented in Appendix One to the report.</p>
32.	<p><u>ANNOUNCEMENTS FROM THE LEADER</u></p> <p>The Leader thanked councillors and officers for their hard working in supporting the 2024 Prescot Carnival which had been a huge success.</p> <p>The Leader also wished to thank councillors and officers who supported and participated in Council's Local Democracy Project which once again had been a huge success with local school children.</p>
33.	<p><u>ANNOUNCEMENTS FROM THE TOWN CLERK</u></p> <p>It was UNANIMOUSLY RESOLVED to NOTE announcements from the Town Clerk relating to:-</p> <ul style="list-style-type: none"> • Heads of Terms Relating to Brown's Field and Eaton Street Park • Council's Local Democracy Project • Submission of Annual Governance and Accountability Return 2023/24 • Prescot Events Funding • Bar Concession Tender 2024
34.	<p><u>REPORTS AND PRESENTATIONS FROM REPRESENTATIVES AT CONFERENCES OR OUTSIDE BODIES</u></p> <p>None.</p>
35.	<p><u>MAYORAL ENGAGEMENTS</u></p> <p>It was UNANIMOUSLY RESOLVED to NOTE the Mayoral Engagements listed.</p> <p>Cllrs M. Burke and I. Smith left the meeting.</p> <p>Cllr G. Wickens assumed Chair of the meeting.</p>
36.	<p><u>PLANNING APPLICATIONS</u></p> <p>The following Planning Applications were considered:-</p>

Application Ref	Location	Comments
24/00149/FUL	13 Chorley Road, Prescot	No objections or comments
24/00170/FUL	27 Newhall Road, Prescot	No objections or comments
24/00171/FUL	30 Evans Street, Prescot	Clarification of dimensions of building.
24/00252/FUL	Shakespeare North Playhouse, Prescot	No objections or comments
24/00253/CLD	73 St Helens Road, Prescot	No objections or comments
24/00260/CLD	13 Bryer Road, Prescot	No objections or comments
24/00262/FUL	12 Central Avenue Prescot	No objections or comments
24/00303/FUL	St Mary & St Pauls CofE Bryer Road, Prescot	No objections or comments
24/00291/FUL	135 Scotchbarn Lane, Prescot	No objections or comments
37.	<u>PLANNING DECISIONS</u>	
	<p>No Planning Decisions were received.</p> <p>Cllrs M. Burke and I. Smith rejoined the meeting.</p> <p>Cllr M. Burke resumed Chair of the meeting.</p>	
38.	<u>COMMUNITY FUNDING APPLICATIONS</u>	
	<p>1. Friends of Halsneed Allotment and Food Initiative Group</p> <p>It was UNANIMOUSLY RESOLVED to:-</p> <p>1. DEFER resolution on the application pending a review of Council's Community Funding Policy & Guidelines by Members of Finance, Policy and HR Committee on 11th July 2024; and that Council should consider recommendations of the Committee at its meeting on 25th July 2024.</p>	
39.	<u>RESOLUTION TO EXCLUDE THE PRESS & PUBLIC</u>	
	<p>It was UNANIMOUSLY RESOLVED to Exclude the Press and Public form the meeting by virtue of Standing Order 3D.</p>	

40.	<p><u>MEMBER DISCUSSION: HEADS OF TERMS AND MANAGEMENT OF BROWN'S FIELD AND EATON STREET PARK</u></p> <p>The Town Clerk presented a briefing to Members outlining continued discussions with Knowsley Council concerning leases relating to Brown's Field and Eaton Street Park and outlining the financial consequences/risks to Council in consideration of Knowsley Council's revised 25 Year Asset Management Plan.</p> <p>It was UNANIMOUSLY RESOLVED that Council's resolution of 15th February 2024 continued to represent Council's position concerning both sites, and that the Town Clerk reiterate this position if contacted by Knowsley Council officers.</p>
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The meeting closed at 6:42 p.m.

Dated: 25th July 2024

Signed:.....

Cllr Mark Burke (Mayor of Prescot)



PRESCOT TOWN COUNCIL**TOWN COUNCIL MEETING****25th JULY 2024****REPORT TITLE:**

Minutes of Committees

BACKGROUND TO THE REPORT:

In order to ensure all members are kept up to date with the decisions reached by committees a copy of the minutes for each council committee meeting is provided.

PURPOSE OF REPORT:

To **NOTE** the minutes of the committee meetings provided.

REPORTS PREPARED BY:

Alex Spencer – Town Clerk

PRESCOT TOWN COUNCIL

A meeting of the **FINANCE, POLICY AND HUMAN RESOURCES COMMITTEE** for the **TOWN OF PRESCOT** was held on **THURSDAY 23rd MAY 2024** in **PRESCOT TOWN HALL**, commencing at **6.00 P.M.**

ELECTED MEMBERS PRESENT

Councillors J. Burke, P. Goodwin, T. Murray, P. Shaw, T. Smith, M. Sommerfield & G Wickens.

TOWN COUNCIL OFFICERS PRESENT

A. Spencer (Town Clerk)

ALSO IN ATTENDANCE

1. ELECTION OF CHAIR OF COMMITTEE

It was **UNANIMOUSLY RESOLVED** to appoint Cllr G. Wickens as Chair of Finance, Policy and Human Resources Committee for the 2024/25 Civic Year.

2. ELECTION OF VICE-CHAIR OF COMMITTEE

It was **UNANIMOUSLY RESOLVED** to appoint Cllr M. Burke as Vice-Chair of Finance, Policy and Human Resources Committee for the 2024/25 Civic Year.

3. TO RECEIVE APOLOGIES

Apologies were received from Cllrs M. Burke and I. Smith

4. DECLARATIONS OF INTEREST

No Declarations of Interest were received.

5. MINUTES OF PREVIOUS COMMITTEE MEETING

It was **UNANIMOUSLY RESOLVED** that the minutes of the previous Finance, Policy and Human Resources Committee Meeting held on 23rd May 2024 be **APPROVED AND SIGNED** as a true and accurate record of the business transacted.

6. COMMUNITY FUNDING WORKING GROUP

By virtue of Council Resolution on 27th June 2024, Finance, Policy and HR Committee Members were to form a working group at this meeting to review Council's Community Funding Policy and Guidelines and make recommendations to Council on 25th July 2024.

It was **UNANIMOUSLY RESOLVED** that:-

1. It be recommended to Council on 25th July 2024, that the Community Fund Policy and Guidelines be amended to state that foodstuffs, perishable goods/consumables and membership subscriptions for sports clubs or other groups are outside the scope of Council's Community Fund.
2. It further be recommended, that Members continue to review Community Funding Applications on their merits, in consideration of the applicant's location, number of Prescotians who would benefit if funding were awarded and the type of items being applied for.
3. The Town Clerk amends Council's Community Funding Policy and Guidelines to reflect Member resolution, and present to Council on 25th July 2024.
4. That the report be noted.

7. RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC

By virtue of Standing Order 3D, it was **UNANIMOUSLY RESOLVED** that members of the press and public be excluded for the remainder of the meeting given the confidential nature of the business to be transacted or for other special reasons.

8. BAR CONCESSION TENDER 2024 AND BAR OPTIONS

By virtue of Council Resolution on 27th June 2024, Finance, Policy and HR Committee Members were to form a bar concession tender evaluation panel and make recommendations to Council on 25th July 2024.

The Town Clerk presented Members with information from the sole application received as part of the tender.

The Town Clerk also presented a report assessing whether the bar could be internalised – thereby negating the need to appoint an external bar concessionaire.

It was **UNANIMOUSLY RESOLVED** that:-

1. It be recommended to Council on 25th July 2024 that the applicant be appointed to take over the bar concession from 1st September 2024, subject to the Town Clerk confirming with the applicant that **both** sales prices and income offered as per the tender RFQ be reduced by 10%.
2. It be recommended to Council that the applicant be appointed for 12 months.
3. It be recommended to Council that the bar should not be internalised
4. That the report be noted.

The meeting closed at 7:38 p.m

Dated:

Signed:.....

**Cllr G. Wickens
Chair - Finance, Policy and Human
Resources Committee**

PRESCOT TOWN COUNCIL**TOWN COUNCIL MEETING****25th JULY 2024****REPORT TITLE:**

Report on Council Resolutions During 2024/25

BACKGROUND TO THE REPORT

At a meeting of Annual Council in May 2023, Members resolved that a report be produced at each council and committee meeting to update Members on progress against previously agreed resolutions.

Council's Standing Orders were also amended to ensure that this report was a standing agenda item at each Council Meeting.

PURPOSE OF THE REPORT

To provide an update to Members of progress against previously agreed council or committee resolutions.

REPORT PREPARED BY:

Alex Spencer – Town Clerk

PRESCOT TOWN COUNCIL

Report on Council Resolutions During 2024/25

1. INTRODUCTION

- 1.1 At a meeting of Annual Council in May 2023, Members resolved that a report be produced at each council and committee meeting to update Members on progress against previously agreed resolutions (where a resolution required progression officers/partners).
- 1.2 Given that members meet throughout the civic year, it is sometimes difficult to remember what resolutions have been made at each council or committee meeting, and perhaps more importantly, difficult to assess progress against those resolutions.
- 1.3 Appendix One to this report details Members' resolutions and progress to date.

2. RECOMMENDATIONS

- 2.1 Members are asked to:
 1. Consider previous council resolutions and progress detailed within Appendix One
 2. Note the contents of this report

Appendix One

Date of Meeting	Minute Number	Resolution	Progress to Date
30/05/2024	13	2. That meetings of Finance, Policy and HR Committee scheduled for 11 th July 2024 and 16 th January 2025 not be confirmed and are subject to change pending clarification from Members.	<p>Completed: At a meeting of Full Council on 25th June 2024, Members clarified agreed to hold an Extra-Ordinary meeting of Finance, Policy and HR Committee on 11th July 2024 given the need to review Community Funding Policy and Guidelines and Bar Concession Tender.</p> <p>A meeting for 16th January 2025 was also confirmed given reporting schedule for budget setting 2025/26.</p>
30/05/2024	19	Approved Community Funding Application to Prescott Mission Christmas Dinner 2024 for £500.00.	<p>In Progress: Officers have sent a letter confirming the awarding of Community Funding and are awaiting receipts.</p>
30/05/2024	19	Approved Community Funding Application to the 1 st Prescott & Whiston Scout Group for £500.00.	<p>In Progress: Officers have sent a letter confirming the awarding of Community Funding and are awaiting receipts.</p>
30/05/2024	19	Deferred Community Funding Application to the Friends of Halshead and Food Initiative Group pending confirmation of Council's Community Fund Guidelines.	<p>Completed: The Town Clerk will brief Members at its meeting on 27th June 2024.</p>
30/05/2024	20	Submission of Annual Governance and Accountability Return 2023/24	<p>Completed: The Town Clerk submitted Councils 2023/24 Annual Governance and Accountability Return (AGAR) to PKF Littlejohn as External Auditor.</p>

Date of Meeting	Minute Number	Resolution	Progress to Date
30/05/2024	22	To defer any decision (on the potential use of the carpark at Prescott Town Hall for community use/the owners of "The Big Chippy") and instruct the Town Clerk to contact Knowsley Council for an update on what work has been completed to date.	<p>Completed: An update on progress by KMBC was provided to Council on 25th June 2025, and the Town Clerk has spoken directly with owners of the Big Chippy to confirm that Knowsley Council / Merseyside Police will continue to work with all businesses along Warrington Road to help prevent obstructions to the highway. Given that Council has recently repaired barrier access to Prescott Town Hall, it was not possible to offer gratis parking to the Big Chippy and/or wider community given the likely operational impact this would have at the Prescott Town Hall.</p>
25/06/2024	38	Defer resolution on the application (From Friends of Halsneed Community Allotment and Food Initiative) pending a review of Council's Community Funding Policy & Guidelines by Members of Finance, Policy and HR Committee on 11 th July 2024; and that Council should consider recommendations of the Committee at its meeting on 25 th July 2024.	<p>Completed: Finance, Policy & HR Committee Members met of 11th July 2024; and have put forward recommendations to Council on 25th July 2024.</p>
25/06/2024	40	That Council's resolution of 15 th February 2024 continued to represent Council's position concerning both sites, and that the Town Clerk reiterate this position if contacted by Knowsley Council officers.	<p>Completed: Following Council on 25th June 2024, the Town Clerk was contacted by Knowsley Council officers seeking clarification of Council's position concerning proposed Heads of Terms. The Town Clerk made officers aware that Council's resolution of 15th February 2024 reflected Council's position. The Town Clerk subsequently received a letter from Knowsley Council confirming that the three month</p>

Date of Meeting	Minute Number	Resolution	Progress to Date
			break-off clause as contained within the lease had been triggered.



PRESCOT TOWN COUNCIL

TOWN COUNCIL MEETING

25th JULY 2024

REPORT TITLE

Announcements from the Town Clerk

BACKGROUND TO THE REPORT

To provide Members with an update of work progressed and meetings attended by the Town Clerk.

PURPOSE OF REPORT

This report is submitted **FOR INFORMATION ONLY.**

REPORT PREPARED BY

Alex Spencer – Town Clerk

TOWN CLERK ANNOUNCEMENTS – JULY 2024

Exercise of three-month break off clause by Knowsley Council concerning Brown's Field and Eaton Street Park

Following Council's resolution on 25th June 2024 that its resolution of 15th February 2024 reflected Council's position concerning proposed Heads of Terms offered by Knowsley Council regarding Brown's Field and Eaton Street Park; the Town Clerk has received a letter from the Head of Environmental Sustainability and Communities that the three-month break-off clause for each site has been triggered.

At the time of writing, no documentation has been received to revert each site back to Knowsley Council, and for them to reacquire all on-site management/responsibility.

The Town Clerk has however liaised with Knowsley Council to obtain this documentation as soon as possible, as he is conscious that practical issues such as the pavilion at Eaton Street Park, staging of Prescott Carnival, utilities supplies, installation of inclusive play equipment at Eaton Street Park etc all have to be discussed.

To this end, the Town Clerk has already contacted and received advice from Council's solicitor who has agreed that he will advise on any documentation received, advise on practical issues as listed above and if necessary, attend meetings with officers and/or partners.

No date has been set for both sites to revert back to Knowsley Council, however the Town Clerk expects this to be within three months from 9th July 2024 given that confirmation on the clause being triggered was received then.

Prescot Events and Events Funding

The Town Clerk has met with the Chair of Prescot Business Club to discuss potential events for Halloween and Christmas 2024, which have also been discussed by members of the Prescot Business Club.

A meeting has been scheduled for August to discuss these and future events and whether Prescot Town Council could support.

1. RECOMMENDATIONS

- 1.1 Members are asked to note the report.

PRESCOT TOWN COUNCIL

TOWN COUNCIL MEETING

25th JULY 2024

REPORT TITLE

Mayoral Engagements

BACKGROUND TO THE REPORT

Details of Mayoral Engagements are attached.

PURPOSE OF REPORT

This report is submitted **FOR INFORMATION ONLY**

REPORT PREPARED BY

Alex Spencer – Town Clerk

MAYORAL ENGAGEMENTS

Date	Organisation	Event Name
10/07/2024	Prescot Primary School	Annual Conservation Project Exhibition
21/07/2024	Prescot Town Council	Prescot Community Recognition Awards

PRESCOT TOWN COUNCIL**TOWN COUNCIL MEETING****25th JULY 2024****REPORT TITLE:**

Planning Applications

BACKGROUND TO THE REPORT:

The Town Council are a primary consultee for all planning applications within the Town of Prescott. As such the local planning authority Knowsley Metropolitan Borough Council provides weekly updates on all applications received relating to the Town.

PURPOSE OF ITEM:

To provide Members with details of the most recent applications forwarded by KMBC. Members are required to **CONSIDER** each application and **AGREE** to make comment if they feel so inclined. On occasion these will be supplemented on the day of the meeting by additional information received after the release of the summons but before the meeting.

REPORT PREPARED BY:

Liam Johnson – Administration Officer

**KNOWSLEY METROPOLITAN BOROUGHS COUNCIL – WARD MEMBERS LIST PLANNING
APPLICATIONS – WEEKLY VALID LIST WEEK ENDING 28/06/2024**

PRESCOT

APP.NO: 24/00279/FUL CASE OFFICER: Reece Black
APPLICANT: Mr Anthony Grisdale
APP. TYPE: Full Application
LOCATION: 4 Hawthorne Road Prescott
PROPOSAL: ERECTION OF A TWO STOREY SIDE EXTENSION TOGETHER WITH A SINGLE STOREY
EXTENSION TO THE REAR AND THE ERECTION OF A PORCH TO THE FRONT
WARD: Prescott North

View Here –

<https://planapp.knowsley.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=SDZUYKJ>

XIPC00

APP.NO: 24/00292/FUL CASE OFFICER: Andrew Hunt
APPLICANT: Dino Muscatelli
APP. TYPE: Full Application
LOCATION: 43 Fletcher Avenue
PROPOSAL: ERECTION OF A TWO STOREY SIDE AND EXTENSION, FRONT PORCH AND SINGLE
STOREY FRONT EXTENSION
WARD: Prescott North

View Here –

<https://planapp.knowsley.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=5EHST6I>

XJCP00

**KNOWSLEY METROPOLITAN BOROUGHS COUNCIL – WARD MEMBERS LIST PLANNING
APPLICATIONS – WEEKLY VALID LIST WEEK ENDING 05/07/2024**

PRESCOT

APP.NO: 24/00275/FUL CASE OFFICER: Lee Osborne
APPLICANT: Mrs Debbie Weild
APP. TYPE: Full Application
LOCATION: 5 Knowsley Park Lane Prescott
PROPOSAL: ERECTION OF A SINGLE STOREY SIDE AND REAR EXTENSION ALONGSIDE A TWO
STOREY FRONT EXTENSION WITH ALTERATIONS TO THE EXISTING GARAGE
WARD: Prescott North

View Here –

<https://planapp.knowsley.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=SDXXJ6I>

XILN00

APP.NO: 24/00340/FUL CASE OFFICER: Reece Black
APPLICANT: Miss Jessica Brunton
APP. TYPE: Full Application
LOCATION: 17 Grays Avenue Prescott
PROPOSAL: ERECTION OF A SINGLE STOREY SIDE AND REAR EXTENSION
WARD: Prescott South

View Here –

<https://planapp.knowsley.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=SFKOTAI XKY000>

KNOWSLEY METROPOLITAN BOUROUGH COUNCIL – WARD MEMBERS LIST PLANNING APPLICATIONS – WEEKLY VALID LIST WEEK ENDING 12/07/2024

PRESCOT

APP.NO: 22/00253/NMA CASE OFFICER: Andrew Hunt
APPLICANT: M Collins
APP. TYPE: Non-Material Amendment
LOCATION: 6 Knowsley Park Lane Prescott
PROPOSAL: NON MATERIAL AMENDMENT FOLLOWING THE GRANT OF PLANNING PERMISSION 22/00253/FUL – (ERECTION OF A FIRST FLOOR SIDE AND FRONT EXTENSION ABOVE EXISTING SINGLE STOREY SIDE AND FRONT EXTENSION) – AMENDMENT SOUGHT FOR ALTERATIONS TO PLANS AND ELEVATIONS TO CREATE GLAZED BALUSTRADE
WARD: Prescott North

View Here –

<https://planapp.knowsley.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=SFF45GI XKTT00>



PRESCOT TOWN COUNCIL**TOWN COUNCIL MEETING****25th JULY 2024****REPORT TITLE:**

Planning Decisions

BACKGROUND TO THE REPORT:

The Town Council are a primary consultee for all planning applications within the Town of Prescott. As such the local planning authority Knowsley Metropolitan Borough Council provides weekly updates on all decisions made in relation to applications received relating to the Town.

PURPOSE OF ITEM:

To provide Members with details of the most recent decisions forwarded by KMBC. These are for **NOTING** only. On occasion these will be supplemented on the day of the meeting by additional information received after the release of the summons but before the meeting.

REPORT PREPARED BY:

Liam Johnson – Administration Officer



PRESCOT TOWN COUNCIL

TOWN COUNCIL MEETING

25th JULY 2024

REPORT TITLE:

Community Fund Bids

BACKGROUND TO THE REPORT:

Funding Applications have been received from:

- Friends of Halsnead Allotment & Food Initiative Group
- Unity Morris Dancers
- Green Fingers Community Allotment Group

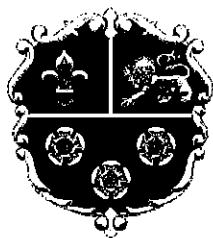
PURPOSE OF REPORT:

To **CONSIDER** and **APPROVE, DEFER** or **REJECT** the funding applications.

REPORT PREPARED BY:

Alex Spencer – Town Clerk





**PRESCOT TOWN COUNCIL
COMMUNITY FUND APPLICATION FORM**

Small Grant Funding of up to £500 for local community projects

SECTION 1 – Your Organisation	
Organisation Name and Address:	Friends Of Halsnead Allotment and Food Initiative Group
Contact / responsible person:	Tina Cinnamond
Role in the Organisation:	Chairperson
Telephone:	
Email:	
What year was your group established?	2011 as allotment 2022 with social supermarket
Do you have a constitution?	Yes <input type="checkbox"/> X No <input type="checkbox"/>
Are you a registered Charity?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Charity Number:
What are the main aims and activities of your Group?	We are an allotment group made up of community groups who grow their own produce. We have a social supermarket which provides food for £4.00 for £16.00 worth to help people experiencing financial hardship. To educate children and adults about the environment and nature. To recycle clothing and other items to help those in need.
Which area of Prescot are you based in?	L35 and L36
Bank Details:	Sort Code: Account Number: Account Name:

SECTION 2 – Your Project		
Project Name:	Tackling Food poverty	
When will this take place?	Weekly	
Please give details and costs of the activities and / or equipment that you are applying for: You will be required to evidence each item of expenditure if successful	At the moment we have over 180 families registered with our social supermarket. Of these 90 individuals live in Prescot. We provide food for £4.00 for £16.00 worth. We would use the money received to buy food, toiletries and essential items for people who use our social supermarket	
How will this project make a difference in your community?	People are in need because of the current food crisis. Being able to continue to provide cheaper food and essentials for people is helping with the financial burden and hardship that people are suffering and also helps to relieve stress because people know they are able to come to us each week. The amount of people registered and using this each week shows that there is a definite need for this in the community.	
Who will mainly benefit from your project? (please tick the boxes that apply to your project)	Groups	
	Young People Older People General Community Resident Association Sports or Arts Minority groups (e.g. LGBT, Disabled, BME)	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>
How many people will benefit from your project?	180+ families (50% of which are from Prescot)	
How much funding are you asking for? (Max £500 please include an itemised list of costs to support your request)	£500.00 All will be going on food, toiletries and essentials.	
Have you secured funding from anyone else?	Not for this	
How will your project recognise the support of the Town Council	Putting up a notice to say food provided by Prescot Town Council with a logo, mention on our facebook	

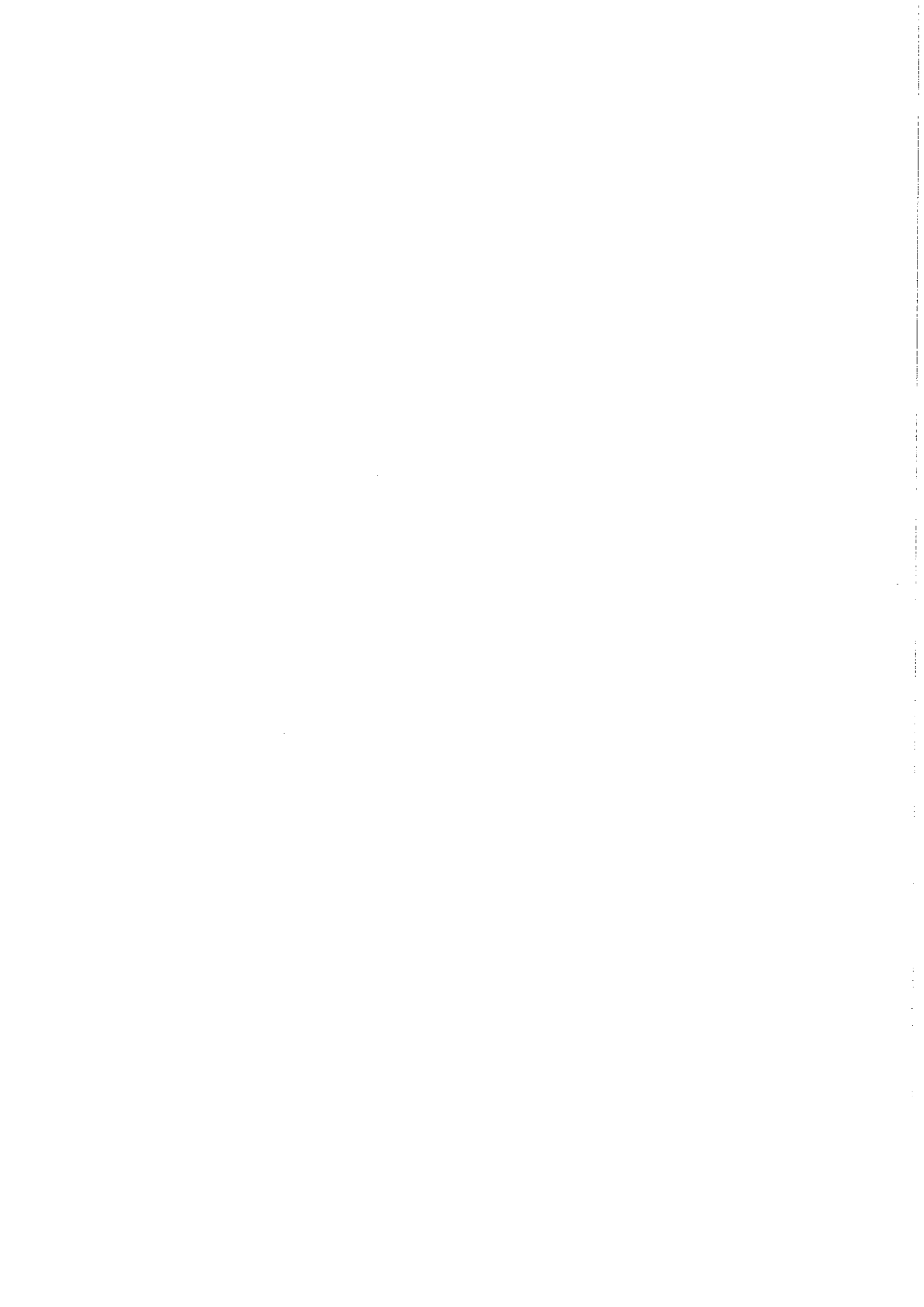
	page and on any of our literature inked to the social supermarket.	
Who will be running the activity?	<input checked="" type="checkbox"/> x Unpaid Volunteers	How many 14
	<input type="checkbox"/> Paid Volunteers	How many 0
	<input type="checkbox"/> Paid Staff	How many 0

Declaration:

I declare that to the best of my knowledge and belief the information supplied on this application form is correct. This application is in compliance with the guidance notes and I confirm that I have the authority to sign on behalf of the organisation making this application.	Signed: Tina Cinnamond	
	Position: Chairperson	
	Date: 3/3/24	

All successful applications will be required to submit proof of expenditure no later than 3 months after the project completion date. Failure to so will result in clawback of funding. You agree to this term by submitting the application.

By submitting this form, you agree that we will process your data in line with our privacy notice, which can be accessed via our website www.prescot-tc.gov.uk.





**PRESCOT TOWN COUNCIL
COMMUNITY FUND APPLICATION FORM**

Small Grant Funding of up to £500 for local community projects

SECTION 1 – Your Organisation	
Organisation Name and Address:	Unity morris dancers
Contact / responsible person:	Kayleigh gill
Role in the Organisation:	Principal
Telephone:	
Email:	
What year was your group established?	2024
Do you have a constitution?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Are you a registered Charity?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Charity Number:
What are the main aims and activities of your Group?	To create a community group and to keep children and teenagers of the street and to bring something to the community for anyone to engage in and become part of a group that will be involving our community in a number of different activities. We will be competing every other weekend
Which area of Prescot are you based in?	Bryer road
Bank Details:	Sort Code: Account Number: Account Name:

SECTION 2 – Your Project		
Project Name:	Unity Morris Dancers	
When will this take place?	Every Monday	
Please give details and costs of the activities and / or equipment that you are applying for: You will be required to evidence each item of expenditure if successful	<p>A community funding application is being submitted to support our group in the purchase of a music sound system, speaker and supporting warranty which totals £450.00.</p> <p>Given the nature of the group as robust sound system is essential for the group to perform with, and this particular system enables the tempo of music to be altered thereby supporting a number of dance genres.</p> <p>The group intends to use this system both for practice and performances</p>	
How will this project make a difference in your community?	<p>It will make a difference as it will bring people in the community together and create a support network as we are a very low cost group who wants everyone to be able to be involved we don't discriminate against anyone.</p> <p>We will be holding family fundays. Coffee morning. Bingos. Dance shows</p> <p>This will create a community evenings and hopefully reduce crime rate and give our younger children a safe environment</p>	
Who will mainly benefit from your project? (please tick the boxes that apply to your project)	Groups	
	Young People	<input checked="" type="checkbox"/>
	Older People	<input checked="" type="checkbox"/>
	General Community	<input checked="" type="checkbox"/>
	Resident Association	<input checked="" type="checkbox"/>
	Sports or Arts	<input checked="" type="checkbox"/>
Minority groups (e.g. LGBT, Disabled, BME)	<input checked="" type="checkbox"/>	
How many people will benefit from your project?	As many as wants to join and participate in our community events	
How much funding are you asking for? (Max £500 please include an itemised list of costs to support your request)	£450.00	
Have you secured funding from anyone else?	No	

How will your project recognise the support of the Town Council	We will recognise the Town Council during practice/performances to say that we have received support without which performances would not be possible.	
Who will be running the activity?	<input checked="" type="checkbox"/> Unpaid Volunteers	How many 3
	<input type="checkbox"/> Paid Volunteers	How many
	<input type="checkbox"/> Paid Staff	How many

Declaration:

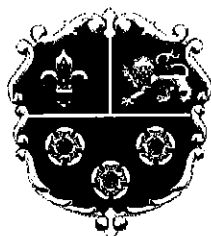
I declare that to the best of my knowledge and belief the information supplied on this application form is correct. This application is in compliance with the guidance notes and I confirm that I have the authority to sign on behalf of the organisation making this application.	Signed: K. Gill	
	Position: Principal	
	Date: 29/04/2024	

All successful applications will be required to submit proof of expenditure no later than 3 months after the project completion date. Failure to do so will result in clawback of funding. You agree to this term by submitting the application.

By submitting this form, you agree that we will process your data in line with our privacy notice, which can be accessed via our website www.prescot-tc.gov.uk.

You can return your form:

By Post:	Town Clerk Prescot Town Council Prescot Town Hall 1 Warrington Road Prescot L34 5QX
By Email:	enquiries@prescot-tc.gov.uk



PRESCOT TOWN COUNCIL
COMMUNITY FUND APPLICATION FORM

Small Grant Funding of up to £500 for local community projects

SECTION 1 – Your Organisation	
Organisation Name and Address:	Green Fingers Community Allotment Plot
Contact / responsible person:	Margaret Shepherd
Role in the Organisation:	Treasurer
Telephone:	
Email:	
What year was your group established?	2018
Do you have a constitution?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Are you a registered Charity?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Charity Number:
What are the main aims and activities of your Group?	<p>The plot was taken on six years ago after being left very badly neglected.</p> <p>Several permanent raised beds were added and two temporary recycled wooden ones which have more recently been replaced with permanent concrete ones, extending the offer massively.</p> <p>The group originally acquired some seating from the Pumphouse which we up-cycled but it has now rotted beyond repair and we have begun replacing this with PTC supporting us with the money for a small bench in financial year 2021-2022 and toward a plastic shed in financial year 2023-2024.</p> <p>The aim of Green Fingers Community Plot is to provide a green space for local community groups to grow literally and psychologically, a place to network and support each other in between all of the work being</p>

	<p>done for others. On the plot currently ten groups have a raised bed:-</p> <ol style="list-style-type: none"> 1. Breast Mates (16) 2. Plan B (Knowsley Adult Autism Group) (10) 3. Al's Arc (10) 4. The Brain Injury Recovery Bed (1) 5. Friends of Eaton Street Park (10) 6. Innovate Volunteering (5) 7. Prescott Mission Christmas Dinner (10) 8. Evolve Mindset (10) 9. Act for Action (10) 10. The Elizabethan Ladies (3) <p>And we have a train station for the local Primary School St Mary and St Pauls (the school is literally across the road from the plot) by recycling the wooden crates stone is delivered in to make the train carriages.</p> <p>All of the groups have been allocated a locker to house their seeds etc in the main shed where they can take shelter in the rain.</p>
<p>Which area of Prescott are you based in?</p>	<p>Prescot South</p>
<p>Bank Details:</p>	<p>Sort Code: Account Number: Account Name:</p>

SECTION 2 – Your Project		
Project Name:	Seating	
When will this take place?	The seating will be ordered if we are awarded funding.	
Please give details and costs of the activities and / or equipment that you are applying for; You will be required to evidence each item of expenditure if successful	<p>A proportion of the community groups have disabilities and different abilities.</p> <p>Prescot Town Council supported us in 2021-2022 financial year with a small picnic bench which we allocated to a quiet area on the plot (this is very well used by the adult autism group) but our large communal table is now rotted to such an extent it can't be restored.</p> <p>The seating (for up to 8 persons) allows members from different groups to socialise and build relationships in a safe space and its value is massive.</p> <p>We have recently been successful in our application for a compostable toilet, a polytunnel and fencing from the national lottery fund.</p> <p>The addition of a fit for purpose communal seating area will complete our offer and make it near to perfect (hopefully meaning we should not need to apply for further funding)!</p> <p>Green Fingers Community Allotment Plot are asking Prescot Town Council to support them with £500.00 funding toward the seating which total's £750 (delivery is free).</p>	
How will this project make a difference in your community?	The ethos of the group is to provide a space for people to physically grow flowers, fruit and vegetables but also to grow psychologically in terms of developing communication skills, building confidence, self-esteem and benefitting from feeling part of a mini community.	
Who will mainly benefit from your project? (please tick the boxes that apply to your project)	Groups	
	Young People	X
	Older People	X
	General Community	X
	Resident Association	<input type="checkbox"/>
	Sports or Arts	<input type="checkbox"/>
Minority groups (e.g. LGBT, Disabled, BME)	X	
How many people will benefit from your project?	There are approximately 85 individuals who will benefit from the seating and the school.	
How much funding are you asking for? (Max £500 please include an itemised list of	£500.00	

costs to support your request)		
Have you secured funding from anyone else?	No	
How will your project recognise the support of the Town Council	We will promote the support on our Facebook and Twitter Accounts.	
Who will be running the activity?	<input type="checkbox"/> *Unpaid Volunteers	How many 6
	<input type="checkbox"/> Paid Volunteers	How many
	<input type="checkbox"/> Paid Staff	How many

Declaration:

I declare that to the best of my knowledge and belief the information supplied on this application form is correct. This application is in compliance with the guidance notes and I confirm that I have the authority to sign on behalf of the organisation making this application.	Signed: Margaret Shepherd
	Position: Treasurer
	Date: 25/05/24

All successful applications will be required to submit proof of expenditure no later than 3 months after the project completion date. Failure to so will result in clawback of funding. You agree to this term by submitting the application.

By submitting this form, you agree that we will process your data in line with our privacy notice, which can be accessed via our website www.prescot-tc.gov.uk.

PRESCOT TOWN COUNCIL**TOWN COUNCIL MEETING****25th JULY 2024****REPORT TITLE:**

Community Fund Working Group

BACKGROUND TO THE REPORT

At a meeting of Council on 27th June 2024, Members unanimously resolved to establish a Working Group comprised of Members of Finance, Policy & Human Resources Committee to review Council's Community Fund Policy, Guidelines and funding applications from 2022/23 to the present, before submitting recommendations to Council on 25th July 2024.

PURPOSE OF THE REPORT

This report provides Members with recommendations from that Working Group, in addition to an amended Community Fund Policy and Guidelines in consideration of those recommendations.

REPORT PREPARED BY:

Alex Spencer – Town Clerk

PRESCOT TOWN COUNCIL

Community Fund Working Group

1.0 INTRODUCTION

- 1.1 At a meeting of Council on 27th June 2024, Members unanimously resolved to set an extra-ordinary meeting of Finance, Policy and HR Committee for 11th July 2024, and to establish a working group comprised of Committee Members to review Council's Community Fund Policy, Guidelines and applications between 2022/23 to the present day.
- 1.2 The Committee met on 11th July 2024, and considered a report from the Town Clerk detailing:-
- The number of Community Fund Applications received between 2022/23 to the present
 - The location of the applicant i.e. whether the applicant was within the confines of the town's boundary or across its border
 - The amount of Community Funding being applied for under each application
 - The types of items being applied for under each application.
- 1.3 The Town Clerk also encouraged Members to think about the application process from the perspective of applicants and officers, insofar as a balance needed to be struck between having a comprehensive application process which assured Members that funding should be awarded, and not making the process overly burdensome that it may put off applicants or make it difficult for officers to process applications.

2.0 FINDINGS AND RESOLUTIONS OF THE COMMUNITY FUND WORKING GROUP

- 2.1 Having reviewed information presented by the Town Clerk, the Working Group was satisfied that the vast majority of applications were in keeping with Council's Community Funding Policy and Guidelines.
- 2.2 Of the 29 applications received between 2022/23 to the present, 23 were from organisations based within the boundary of the town; and where an organisation were across this boundary, Members were satisfied that a sufficient number of Prescotians would have benefited from funding being awarded – whether that be because evidence had been presented at the application stage that a significant number of Prescotians were registered with/direct beneficiaries of the organisation, or that it was assumed Prescotian numbers would be high because of the organisation's association with the town.

- 2.3 The Working Group also reviewed excluded items stated within the Policy, and whilst Members were satisfied that these should remain, additional items including foodstuffs, perishable goods/consumables and membership subscriptions for sports clubs or other groups were also recommended for exclusion.
- 2.4 The Working Group was in agreement that tangible items serving a direct benefit were within the ethos of the policy and were most likely to be funded – especially where costs had been provided by the applicant.

Items within the ethos of the policy as discussed by the Working Group included gardening equipment, football goals or sports equipment (not kits), air pumps, board games and funding contributions where there is a direct benefit to Prescotians e.g. Knowsley Flower Show.

- 2.5 The Working Group recognised the benefit of using the location of the organisation as the starting point for whether an application should be considered – effectively inside or outside of the town’s boundary.
- 2.6 Whilst this approach would offer certainty for Members (and indeed applicants), insofar as it easily included or excluded prospective applicants, relying purely on location would automatically exclude organisations not within the confines of the town; yet may directly benefit a substantial number of Prescotians – who may not be able to access the organisation anywhere else or without travelling a large distance.
- 2.7 For this reason, there was agreement that the starting point for Members when reviewing an application should be the location of the organisation; **however** this was only a starting point, and that the process for reviewing applications should have in built flexibility to assess whether a sufficient number of Prescotians would benefit from the organisation being awarded funding – despite the organisation not being located within the confines of the town.
- 2.8 In short, the Working Group was in agreement that Members should continue to review applications on a case by case basis, that the location of the organisation would be focussed upon as a starting point, and that where the organisation was located from outside the boundary of the town, the applicant would be expected to provide further evidence of Prescotian beneficiaries – whether that be during the application process, or via Members deferring a decision in order for officers to obtain more information from the applicant and then re-presenting to Council.
- 2.9 As per Draft Minutes for Finance, Policy and HR Committee on 11th July 2024, Members Unanimously Resolved:-
1. It be recommended to Council on 25th July 2024, that the Community Fund Policy and Guidelines be amended to state that foodstuffs, perishable goods/consumables and membership subscriptions for sports clubs or other groups are outside the scope of Council’s Community Fund.

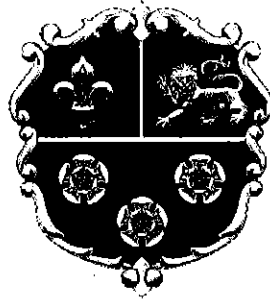
2. It further be recommended, that Members continue to review Community Funding Applications on their merits, in consideration of the applicant's location, number of Prescottians who would benefit if funding were awarded and the type of items being applied for.
3. The Town Clerk amends Council's Community Funding Policy and Guidelines to reflect Member resolution and presents to Council on 25th July 2024.
4. That the report be noted.

2.10 In consideration of 2.8, the Town Clerk has amended Council's Community Fund Policy and Guidelines which is presented at Appendix One to the report.

3.0 RECOMMENDATION(S)

3.1 Members are recommended to:-

1. Resolve as to the recommendations of Finance, Policy & HR Committee as presented at 2.9 of this report
2. Resolve as to the amended Community Fund Policy and Guidelines as presented at Appendix One
3. Note the contents of this report.



PRESCOT TOWN COUNCIL COMMUNITY FUND POLICY & GUIDANCE NOTES

Grant Funding of up to £500 for local community projects

What is The Community Fund?

The Community Fund has been established to enable the Town Council to provide financial assistance to organisations operating within the Township of Prescott *or which is located outside of the Town's boundary yet makes a positive impact in the Prescott community and/or Prescott residents.*

The Council operates the community fund through Section 137 of the Local Government Act 1972. This act 'empowers Local Councils to spend up to a prescribed amount in any one year for the benefit of the inhabitants of the area or part of them.'

Who can apply?

The Community Fund is open to any community, voluntary, charitable or non-profit making organisation based in Prescott *or which is located outside of the town boundary* yet predominantly supports the Prescott community.

Organisations must be:

- Properly Constituted
- Have a bank account in the organisations name with a requirement for at least two signatories to with draw funds.
- Provide a benefit to residents of Prescott
- The Town Council recognise that Community Interest Companies are not for profit but also that they employ staff to deliver their services. The intention of the Community Fund is to provide benefit to the people of Prescott not to support individual or collective wages therefore any applications received for CIC's or Social Interest Companies must demonstrate how the funding benefits the community and not the organisation, ie free to access events or a budget which demonstrates no staffing costs etc.

What can be applied for?

Organisations can apply for funding *up to a maximum of £500* which can be used for a range of projects (both events and equipment) that will make a positive impact in the Prescot community.

Examples of previously successful bids are:

- Contribution towards the costs of line marking equipment
- Contribution towards the costs of the Prescot Festival and Knowsley Flower Show
- Match funding to support crime reduction activities
- *Contribution towards the purchase of gardening equipment*
- *Contribution towards the purchase of board games*

How often can we apply?

To ensure the fund is available to as many organisations as possible the Town Council will only approve one application per organisation per year.

What Community Funding cannot be used for?

The purchase of

- IT equipment
- Football kits, dance clothing, *uniforms or other sports kit*
- Retrospective expenditure
- Projects outside of Prescot
- Expenses for Individuals
- *Foodstuffs*
- *Perishable Goods / Consumables*
- *Sports club or other group subscriptions*

How will the application be assessed?

Each application will be assessed on its merits and must evidence:

- A clear rationale and evidence of need
- The number of residents benefiting from your project /activity
- How the proposal adds value to the community
- What sustainable benefits the project will deliver

We will look favourably on bids that can show evidence of securing additional fundraising or in-kind support.

What happens after I submit an application?

We aim to make a decision within 6 weeks (Subject to the Councils meeting calendar available from www.prescot-tc.gov.uk) so please make sure you leave enough time

to submit an application before you want your project to start as we won't fund projects retrospectively.

If you are successful we will pay you by BACS, which you should receive within 1 day of the payment being raised. You are required to acknowledge the Council as a funder of your project by displaying our logo on any of your promotional materials.

You may not submit another bid to The Community Fund for within the same financial year. Please contact us if you are unsure whether this applies to you.

If you are unsuccessful we will tell you why we are unable to fund your project. You are welcome to re-submit another bid into the fund.

All successful applications will be required to submit proof of expenditure no later than 3 months after the project start date. Failure to do so will result in clawback of funding and any future applications submitted by the organisation not being put forward for consideration by Members.

Who can I contact if I have more questions?

For general queries about The Community Fund please contact the Town Clerk on 0151 426 3933 or email enquiries@prescot-tc.gov.uk



PRESCOT TOWN COUNCIL**TOWN COUNCIL MEETING****25th JULY 2024****REPORT TITLE**

Draft Annual Report 2023/24 (Text Version)

BACKGROUND TO THE REPORT

As members are aware it is common practice for Local Councils to produce an Annual Report summarising its activities throughout the year.

PURPOSE OF THE REPORT

This report provides members with a draft copy of the Annual Report for Prescott Town Council 2023/24 and seeks approval of its contents.

REPORT PREPARED BY

Alex Spencer – Town Clerk

PRESCOT TOWN COUNCIL

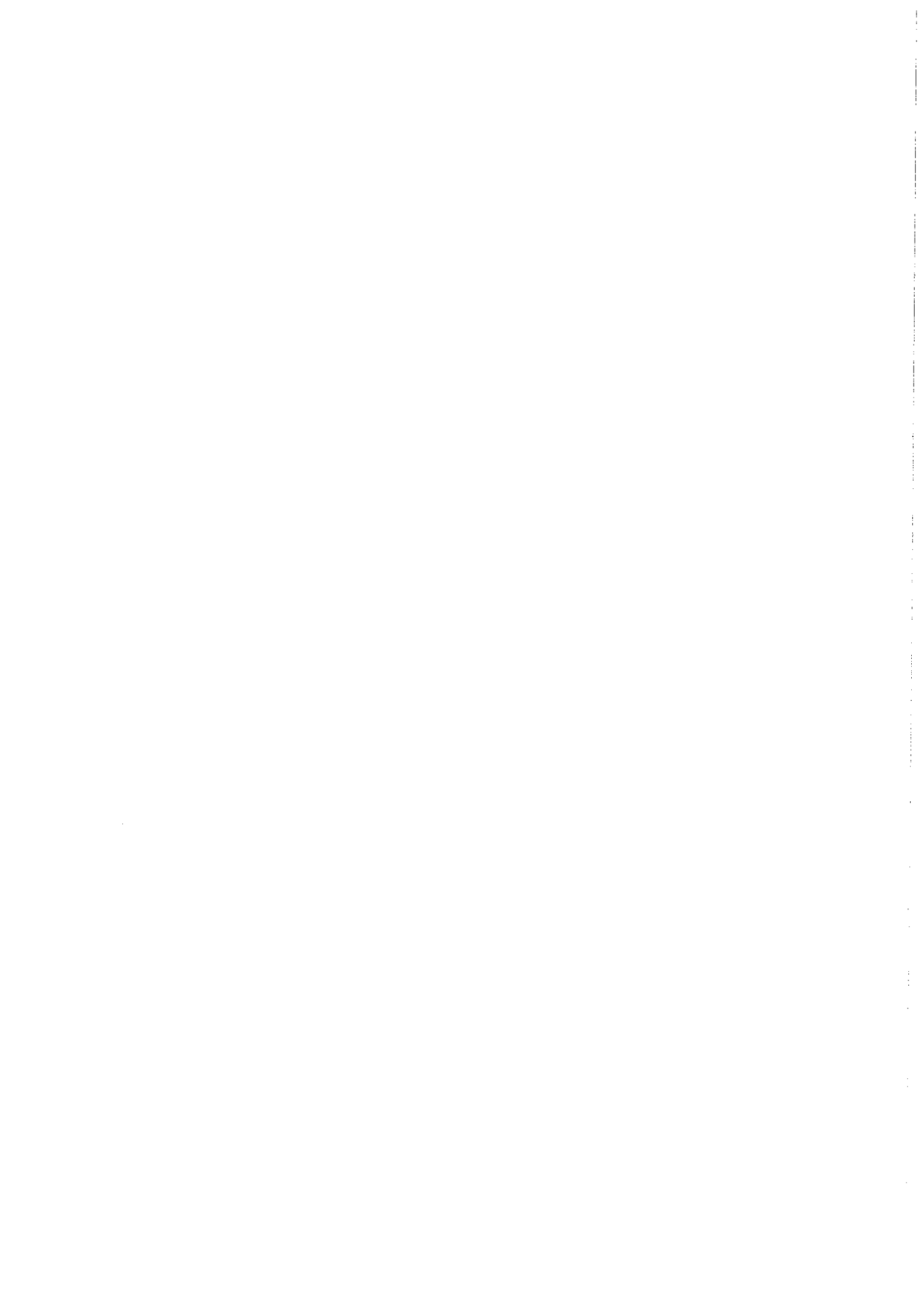
Draft Annual Report 2023/24 (Text Version)

1. INTRODUCTION

- 1.1 Members are aware that it is common practice for Local Councils to produce an Annual Report summarising its activities throughout the year.
- 1.2 Production and distribution of an Annual Report accurately summarises the work of Council in terms of its activities, financial position and Mayoral Engagements during the civic year.
- 1.3 Member resolution of this draft text version will be supplemented with photographs and sent to Council's printer and distributor for which costs and timescales are being confirmed.
- 1.4 Proposed contents for the 2023/24 Annual Report are:
 - A. Mayoral Statement (To follow)
 - B. Clerk Statement
 - C. Leader Statement (To follow)
 - D. Council Events Programme
 - E. Elected Member Details
 - F. Council Financial Statement and Income & Expenditure Comparison
 - G. Events and Activities During 2023/24
 - a. Local Democracy Project
 - b. Prescott Carnival
 - c. Community Recognition Awards
 - d. Uniform Recycling Project (To follow)
 - e. Winter Coats Project (To follow)
 - f. Winter Warmer Hub
 - g. Armistice Day
 - h. Christmas Cracker
 - i. Senior Citizen Christmas Drop In
 - j. Community Skip Day
 - H. Mayoral Engagements
 - I. Council Community Fund Recipients
 - J. Community Activities at Prescott Town Hall
 - K. Booking with Prescott Town Council

2. RECOMMENDATIONS

1. That Members consider the draft text version of the 2023/24 Annual Report and approve its contents.
2. That Members delegate to the Town Clerk the final design of the 2023/24 to include photographs and graphic design
3. That Members note the contents of the report.



Prescot Town Council Annual Report 2023-24 – Statement from the Town Clerk

Hello again Prescotians,

For those who don't know me, my name is Alex Spencer, and I am the Clerk to Prescot Town Council.

Believe it or not, it has been 12 months since we produced our last Annual Report, and this is the second report I've produced alongside your councillors and officers.

You may remember in our last report I spoke about finding my feet given that I was relatively new to the role – and I think it's fair to say that during 2023/24 I have continued to learn about the town, its fantastic residents and the huge number of partners who Council works alongside to ensure that Prescot continues to thrive and flourish.

A lot of work has happened behind the scenes during 2023/24 working with partners including Knowsley Council, Merseyside Police, the Prescot Business Club, Merseyside Youth Association, the Friends of Eaton Street Park and the Friends of Brown's Field – to name but a few – to deliver services locally. During 2024/25, I not only expect this work to continue, but firmly believe the look and feel of the Town Council will evolve and adapt to bring it even closer to Prescotians.

This year, working alongside your Town Councillors, I have been proud to deliver our Local Democracy Project for a second time – teaching year 6 pupils about the roles of the town council and encouraging them to get involved in local decision making.

Encouragingly perhaps, I still get approached by pupils who have been through the project to say hello and remember snippets from their day at Prescot Town Hall – clearly demonstrating (to me at least) that pupils enjoyed their day and took something away from it.

Working with councillors, officers and partners, I have been proud to deliver high profile events such as the Prescot Carnival, Christmas Cracker and Day of the Dead Samba Parade; in addition to specific projects such as the School Uniform Recycling Project, Winter Coats Projects and Community Skip Days – all directly delivered to help local need.

I am equally proud to work alongside partners such as the Friends of Eaton Street Park, Friends of Brown's Field, Eaton Street Park Pantry and the Friends of Carr Lane Fishing Pond who volunteer and work tirelessly year-round and, in all conditions, to support Prescotians and people further afield. These groups are a real inspiration, and officers are proud to support them.

Inwardly, Prescot Town Hall continues to thrive as a facility for holding functions and other family occasions, and I would like to thank our bar concessionaire Karen and the Clock Face team for her support during 2023/24.

I am committed to further improving Prescot Town Hall during 2024/25; and councillors have agreed a number of capital projects which will only improve the building and its facilities – thereby attracting Prescotians, businesses and wider groups to utilise this fantastic community building.

Finally, it would be remiss of me to not convey Council's sadness at the loss of former Town Councillor, Town Clerk and Honorary Freeman of Prescot Daniel Wilson, who sadly passed away in March 2024. Dan provided unquantifiable advice and support to help me find my feet in this job; and as I said in last year's Annual Report – Dan's were literally and metaphorically sizeable shoes to fill. Hopefully, the work which he and Council set in train is not only being continued but improved; and will continue to do so in the years to come.

Alex Spencer

Town Clerk – Prescot Town Council



Prescot Town Council Annual Report 2023-24 – Events Programme

Event Name	Location	Description of Event	Month
Prescot Carnival	Brown's Field, Wood Lane, Prescot	An array of free activities comprised of bouncy castles, mini-golf, inflatables, football, and go-karts, face painting and arts & crafts. Large fun fair Variety of performances including singers, dancers, martial arts, entertainers, and dog show. Trader stalls	June
Community Recognition Awards	Prescot Town Hall, Warrington Road, Prescot	The community recognition awards were introduced to celebrate the achievements and contributions of individuals and community groups across Prescot.	July
School Uniform Recycling Project	The Pavilion, Eaton Street Park Prescot Town Hall, Warrington Road, Prescot	A project run in partnership between Prescot Town Council and the Friends of Eaton Street Park where donations of school uniform items are made and then redistributed within the community. The project focuses heavily upon recycling school uniform items to save them from landfill.	July/August
Winter Coat Recycling Scheme	Prescot Town Hall, Warrington Road, Prescot	A project run in partnership between Prescot Town Council and the Friends of Eaton Street Park where donations of winter coats are received and then redistributed within the community.	September
Armistice Day Service	BICC Memorial, Prescot Cemetery, Manchester Road, Prescot	Memorial Service for local residents organised by Prescot Town Council and supported by Prescot Parish Church, Our Lady Immaculate & St Joseph Church, the Friends of Prescot Cemetery & Churchyard and local schools.	November

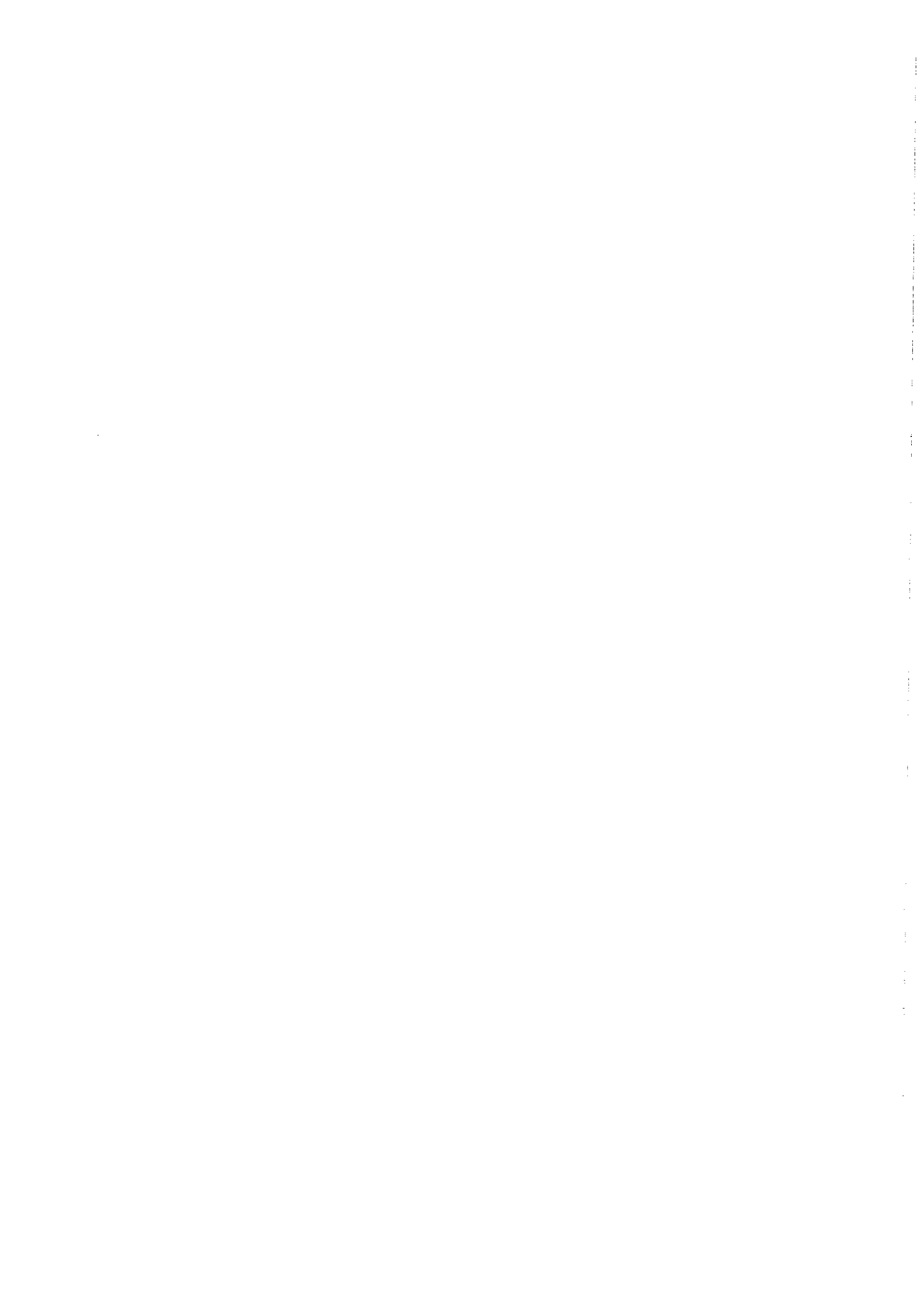


Prescot Town Council Annual Report 2023-24 – Events Programme

Event Name	Location	Description of Event	Month
Prescot Christmas Cracker	Prescot Town Hall, Warrington Road, Prescot	Free event hosted by Prescot Town Council comprising of activities including snow globe, rodeo rides, teacups ride and facepainting. Variety of performances including singers and local school choirs. Free refreshments.	December
Senior Citizen Christmas Drop-In	Prescot Town Hall, Warrington Road, Prescot	A free festive event for older persons, with council providing entertainment and free festive refreshments. These events provide an ideal opportunity to get to know local councillors and potentially form new friendship groups.	December

All events within this programme are paid for, delivered and staffed by Prescot Town Council.

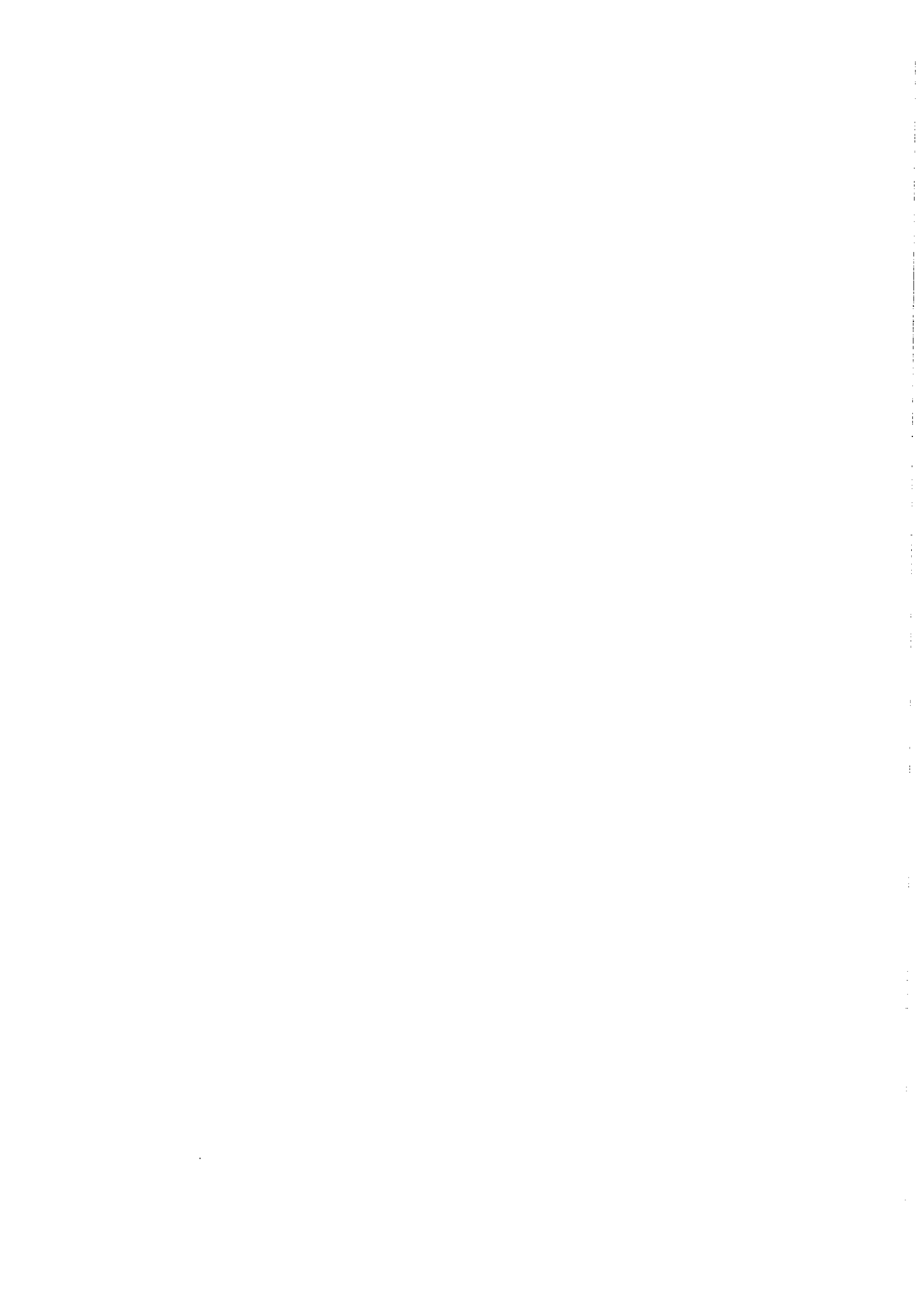
For further information please contact the Prescot Town Council on 0151 426 3933 or email enquiries@prescot-tc.gov.uk



Prescot Town Council Annual Report 2023-24 – Elected Member Details

PRESCOT NORTH WARD				
Councillor Name	Party	Telephone	Email Address	
Cllr Mark Burke	Liberal Democrats	0151 426 3933	enquiries@prescot-tc.gov.uk	
Cllr Ian Smith	Liberal Democrats	0151 426 3933	enquiries@prescot-tc.gov.uk	
Cllr Frances Wynn	Liberal Democrats	0151 426 3933	enquiries@prescot-tc.gov.uk	
Cllr Marjorie Sommerfield	Liberal Democrats	0151 426 3933	enquiries@prescot-tc.gov.uk	
Cllr James Madine (Resigned)	Liberal Democrats	0151 426 3933	enquiries@prescot-tc.gov.uk	
Cllr Paul Goodwin	Liberal Democrats	0151 426 3933	enquiries@prescot-tc.gov.uk	
Cllr Daniel Wilson (Resigned)	Green Party	0151 426 3933	enquiries@prescot-tc.gov.uk	
Cllr Paul Shaw	Green Party	0151 426 3933	enquiries@prescot-tc.gov.uk	
Cllr Jayne Edgar	Labour Party	0151 426 3933	enquiries@prescot-tc.gov.uk	

PRESCOT SOUTH WARD				
Councillor Name	Party	Telephone	Email Address	
Cllr Joanne Burke	Green Party	0151 426 3933	enquiries@prescot-tc.gov.uk	
Cllr Patricia Cook	Green Party	0151 426 3933	enquiries@prescot-tc.gov.uk	
Cllr Tracey Murray	Green Party	0151 426 3933	enquiries@prescot-tc.gov.uk	
Cllr Thomas Smith	Green Party	0151 426 3933	enquiries@prescot-tc.gov.uk	
Cllr Graham Wickens	Green Party	0151 426 3933	enquiries@prescot-tc.gov.uk	



Prescot Town Council Annual Report 2023-24 – Financial Statement

In February 2023, Councillors resolved to freeze the town council precept for a fourth successive year. Setting a revenue expenditure budget of £364,598.08 for 2023/24, this means that every Band D equivalent property within the town would pay £88.66 per year – equating to £1.71 per week.

Council has built on its strong financial foundations during 2023/24.

The promotion of council facilities such as our function room at Prescot Town Hall helps to generate an income for Council – in 2023/24 this stood at £38,013. The number of people and community groups utilising conference facilities, meeting rooms and social spaces has also steadily increased in 2023/24 – helping to generate further incomes and negating the need for Council costs to be passed onto Prescotians through Precept rises.

Where budget underspends have been realised, Council has resolved that these are reinvested in both capital and revenue works – so as to keep facilities in a good condition; and dedicated asset management works have been worked through during 2023/24 which have only improved council facilities.

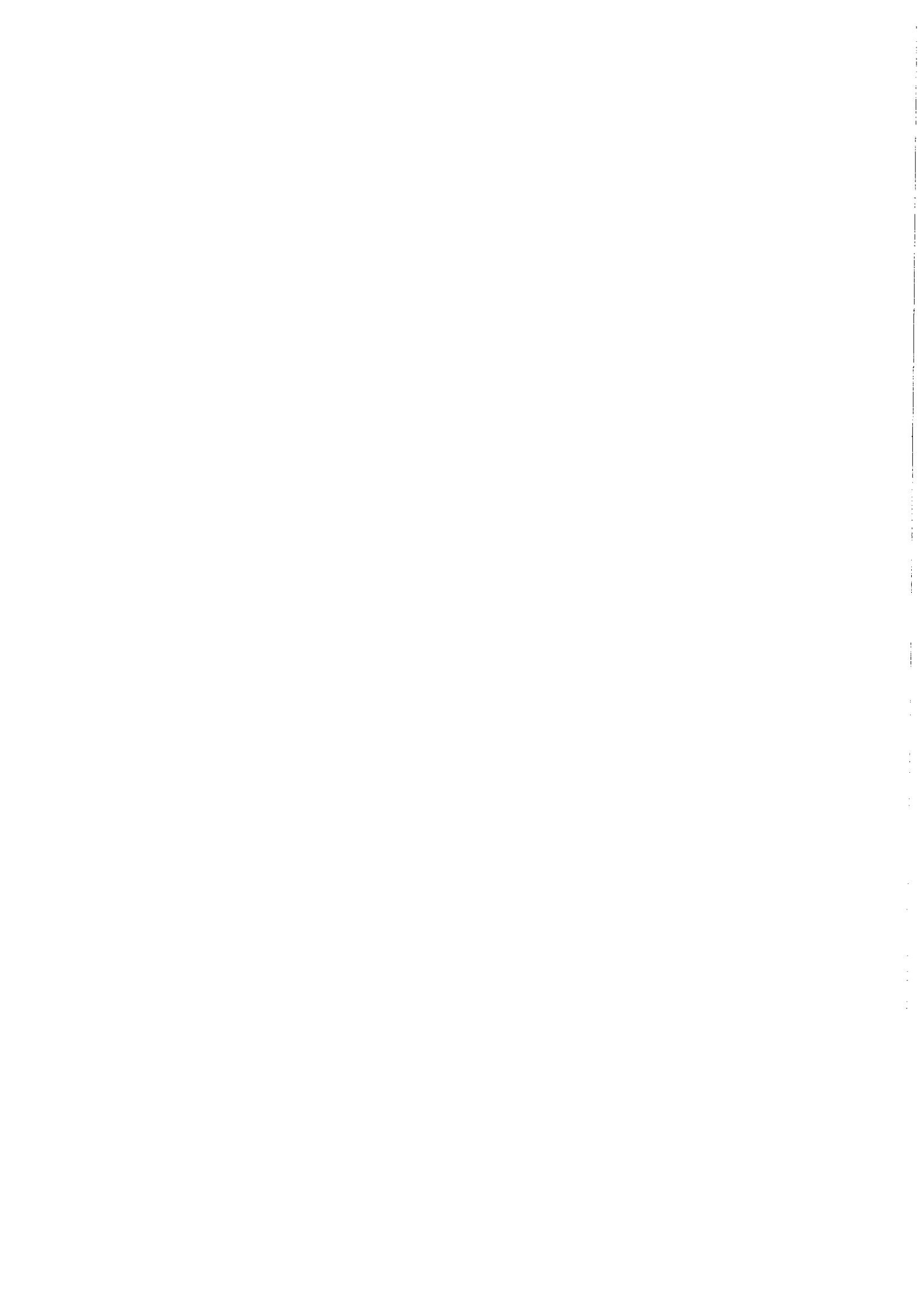
Council has also continued to support community groups located within Prescot, or those outside the boundary of the town yet positively impacting the Prescot Community. Our Community Fund, which can be accessed by groups throughout the year, directly support 11 groups who applied for funding – totalling almost £5,300.00 during 2023/24.

Council once again passed both internal audit and external audit scrutiny with flying colours during 2023/24 – with auditors recognising that secure systems are in place to ensure that public money is being spent as it should and not to excess. Recommendations identified within our auditors reports such as the development of a Reserves and Investment Strategy, are being worked through by officers – which will only strengthen and further Council's sound financial footing in 2024/25.

In an uncertain world owing to conflicts in Ukraine and the Middle East; and with rising interest rates nationally, where possible, Council has entered into agreements for utilities and services where costs have been tied in at the lowest rates possible – thereby ensuring that Council does not pay in excess and Prescotians are not adversely affected with a higher precept demand.

In conclusion, Council continues to build on the strong financial footing of previous years and given a robust system of internal and external control and scrutiny, Prescotians should feel confident that their precept demand is being spent in accordance with how Council has agreed.

In conclusion, Council continues to have a strong financial footing, and as documented by our internal audit report, has strong financial processes in place to ensure that public money is being spent how and where it should.



Prescot Town Council Annual Report 2023-24 – Financial Statement

Income and Expenditure Account 2023/24

2022/23		2023/24
	Income	
£		£
326,171.00	Precept	338,060.58
42,500.00	Grants/ Rate Refund	0.00
3,582.08	Public Open Space and Outdoor Provision	0.00
0.00	Administration	596.67
24,657.77	Town Hall Income	38,013.14
4,276.75	Interest	9,616.56
401,187.60	Total Income	386,286.95
	Expenditure	
22,119.61	Administration	30,235.62
80,536.62	Public Open Space and Outdoor Provision	50,087.74
64,115.65	Town Hall	81,490.61
8,768.10	Grants to Outside Bodies	8,132.85
0.00	Capital Payments	0.00
152,214.74	Salaries and Wages	168,774.47
327,754.72	Total Expenditure	338,721.29
	Cumulative Fund Balance	
281,421.02	Balance b/f at 01/04/22	354,853.90
401,187.60	Plus Total Income	386,286.95
327,754.72	Less Total Expenditure	338,721.29
354,853.90	Balance as at 31/03/2024	402,419.56



Prescot Town Council Annual Report 2023-24 – Activities & Events

Local Democracy Project 2023

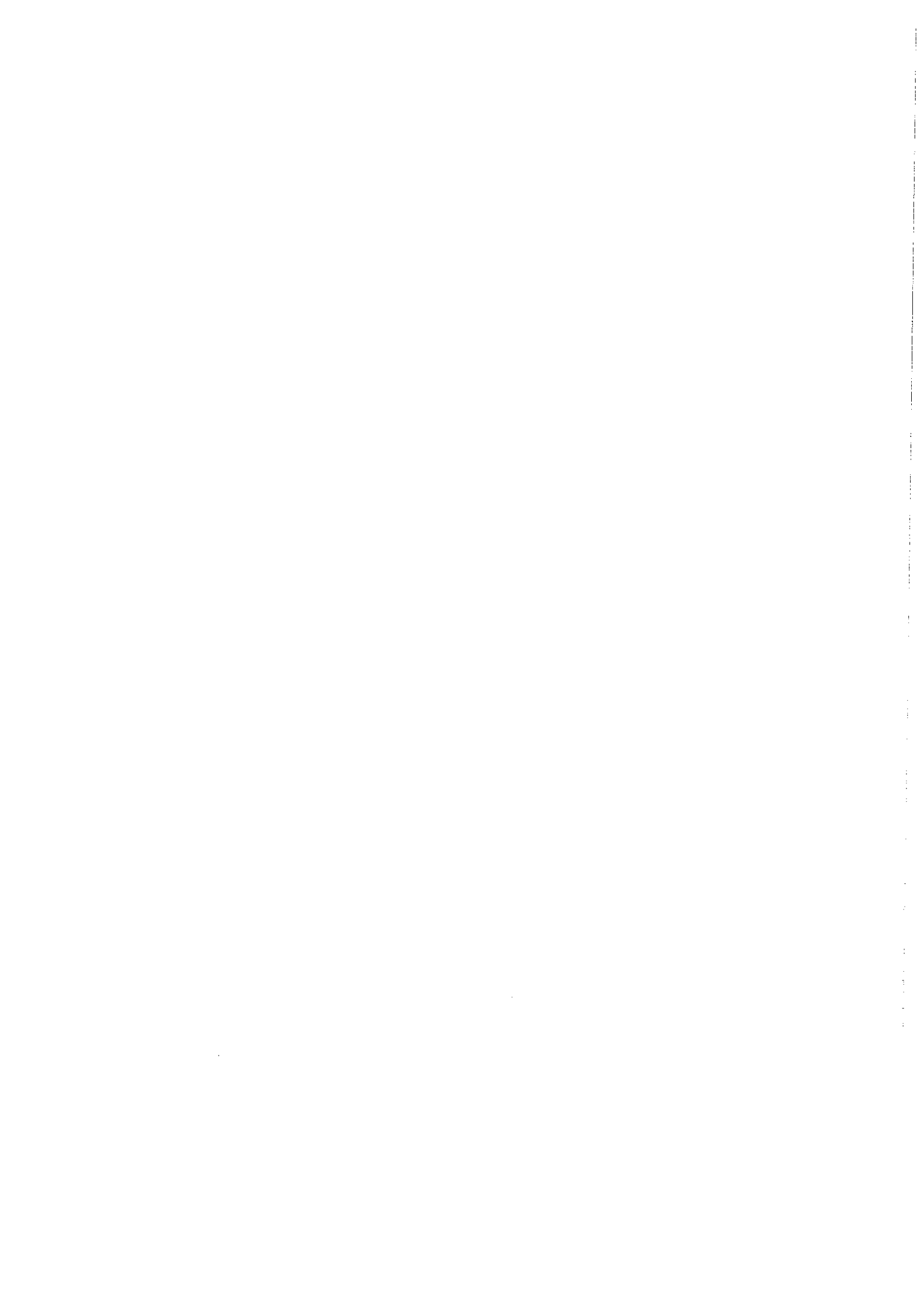
Following the successful running of the Local Democracy Project last year, Council once again committed to inviting Year 6 school children from all 5 Prescot Primary Schools to the Town Hall for the day.

The aim of the project is to teach pupils about the roles and responsibilities of Prescot Town Council and empower them to realise that they too can influence what happens within their Town.

Delivered by both councillors and officers, our Local Democracy Project is a fun and interactive day where children take part in presentations, participate in a mock council meeting, discuss and debate what improvements can be made to our parks and open spaces; and even get to try on the Mayoral Chains of Office.

Upon completion of the project, all children are presented with a certificate by the Mayor – not only showing that they know what Prescot Town Council is here for, but to help inspire children to become the next generation of local decision makers.

Council has committed to re-running the project in 2024, and we look forward to welcoming more pupils to Prescot Town Hall for the day.



Prescot Town Council Annual Report 2023-24 – Activities & Events

Prescot Carnival 2023

Prescot's biggest community event – The Prescot Carnival returned to Brown's Field in 2023.

Organised and ran by Prescot Town Council, the Carnival attracts around 5,000 residents and visitors every year – and this year was no exception.

A combination of completely free activities provided by the Town Council, Funfair, Stalls and entertainment in the shape of West Lancs Dog Display Team, Mr Tumble Liverpool, Urban Kingz Mixed Martial Arts and Urban Queenz Dance Squad all ensured an afternoon of family filled fun – even if things were brought to an abrupt end by the rain!

A fantastic day for everyone which will be returning in 2024!



Prescot Town Council Annual Report 2023-24 – Activities & Events

Prescot Community Recognition Awards 2023

Council's Community Recognition Awards are a way for Council to recognise the invaluable contributions which individuals and community groups make to the town.

It is often the case that these contributions are provided wholly voluntarily and are done simply because people want to help others or want to benefit the town.

Following a nomination process whereby Council asks the public to put forward individuals or groups who have made an outstanding contribution to the town, winners are chosen by councillors who follow an agreed scoring criteria.

The Community Recognition Awards are Council's way of recognising and saying thank-you to individuals and groups from the community, voluntary and faith sectors who all work to help others and/or improve the town. These are treated to an afternoon lunch served by councillors and officers, before the winners are revealed!

Everybody cannot win, but everyone can be massively thanked for what they do, for improving lives and for making a difference in our town.

Prescot Citizen of the Year 2023 – Mr Jim Inglesby

Jim has run the Coming Together group at Prescot Guild Hall for over 5 years.

Everyone is welcome including anyone feeling isolated, alone or is suffering with a long-term illness such as dementia or Parkinson's.

The group has approx. 80 members who take part in an afternoon of fun and coming together as a community.

The money raised from the group goes towards meals out, days out and Christmas Dinner.

Jim also ran his group online through COVID. Jim has run fundraising events for Parkinson's and dementia research the last one being held in May 2023.

Jim has also helped the Town Mayors run prize bingo by giving his time to call out the numbers and provide bingo tickets and entertain all. Jim goes above and beyond in everything he does for the group including organising trips, food and entertainment.

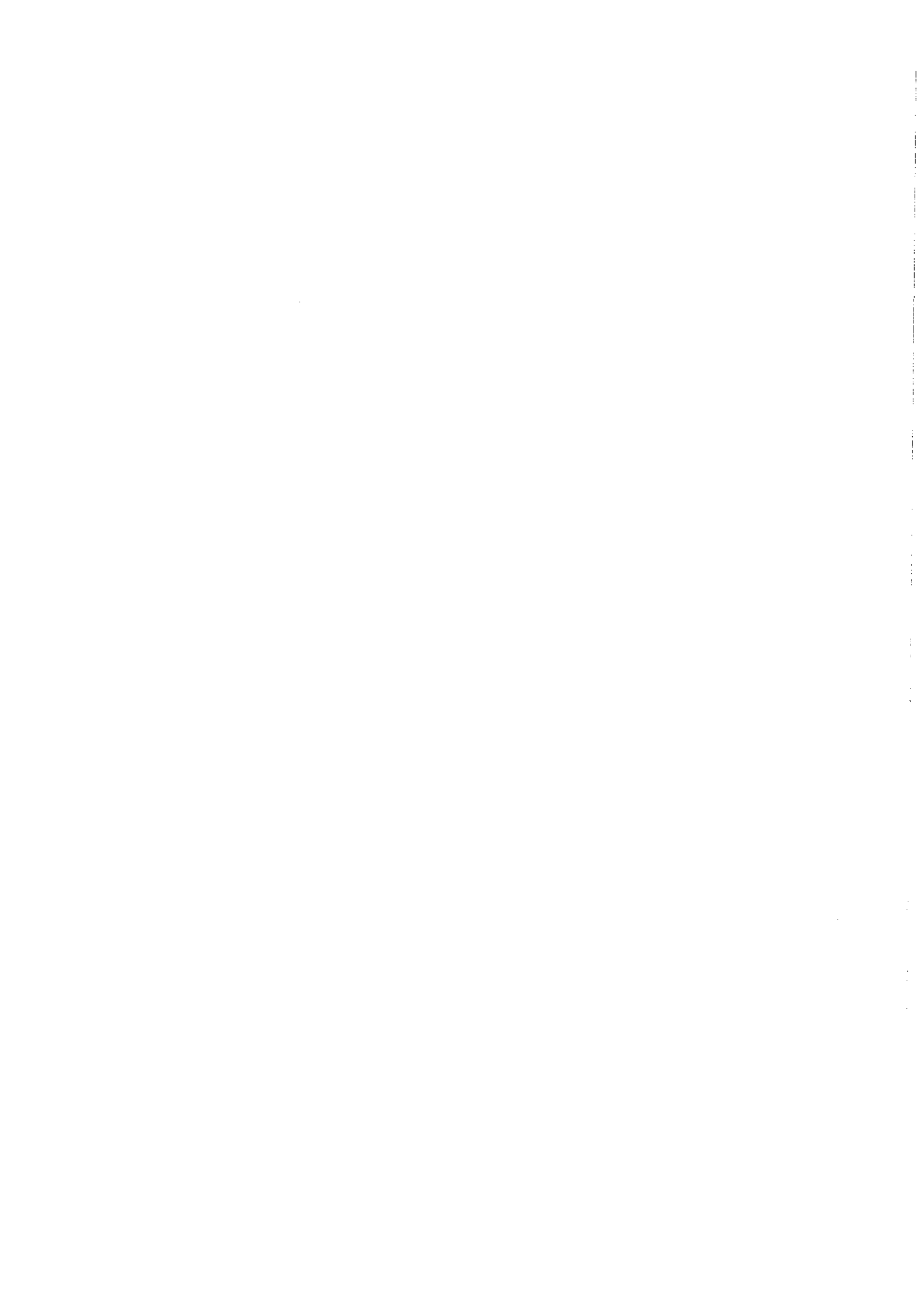
Prescot Community Group of the Year 2023 – The Park Pantry Community Food Hub

The Park Pantry Community Food Club was set up around two years ago and is run by volunteers who care about our environment and preventing landfill. They access funding to also provide ingredients for a healthy family meal.

The volunteers shop for these ingredients and spend a whole day setting up and clearing away.

The volunteers are like friends and make time to talk with all the customers for some of which, this might be their only interaction all week.

There are approx. 60 – 95 customers every Wednesday. The shop opens at 11.30am after all deliveries but serves tea and toast to everyone waiting, demonstrating kindness and community spirit.



Prescot Town Council Annual Report 2023-24 – Activities & Events

Winter Warmer Hub 2023

The cost-of-living crisis has hit everyone hard, but Prescot Town Council and its partners have tried to ameliorate the effects as much as possible.

A massive thanks to the Fiends of Eaton Street Park who this year ran the Winter Warmer initiative from Prescot Town Hall each Monday – offering a warm, friendly space where residents could relax, have refreshments and interact with others.



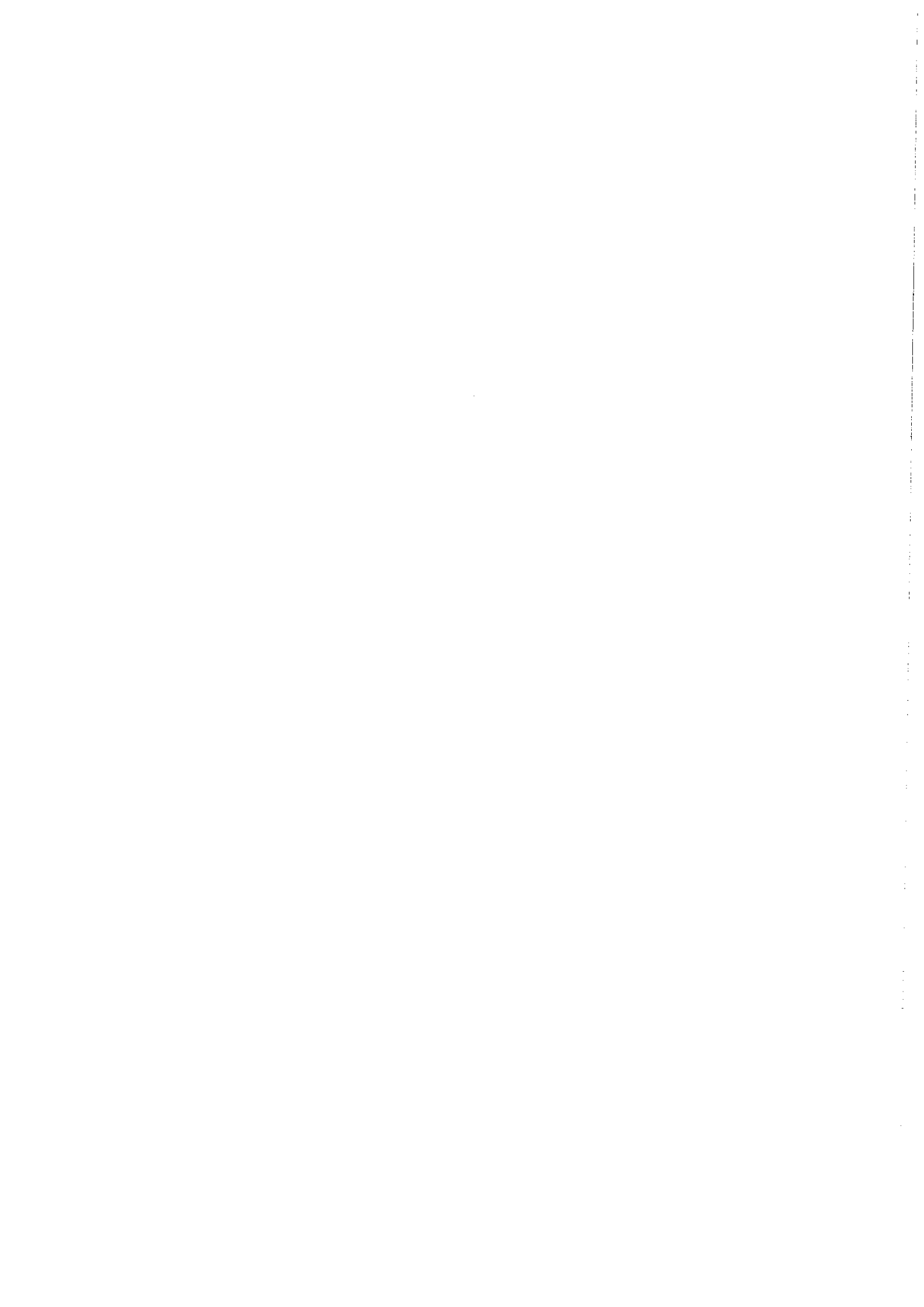
Prescot Town Council Annual Report 2023-24 – Activities & Events

Armistice Day 2023

Town Councillors and Council officers once again fell silent with the nation to mark Armistice Day as we quietly paused to remember those killed, injured or suffering in conflict both in the past and unfortunately the present.

Taking place at the BICC memorial in Prescot Cemetery at St Mary's Church, councillors and officers were joined by local clergy, the Friends of Prescot Cemetery & Churchyard, school children and residents to fall silent for two minutes on the 11th hour, of the 11th day of the 11th month, followed by light refreshments at Our Lady Immaculate & St Joseph Church.

Councillors and officers will once again pay their respects in 2024. Lest we forget.



Prescot Town Council Annual Report 2023-24 – Activities & Events

Christmas Cracker 2023

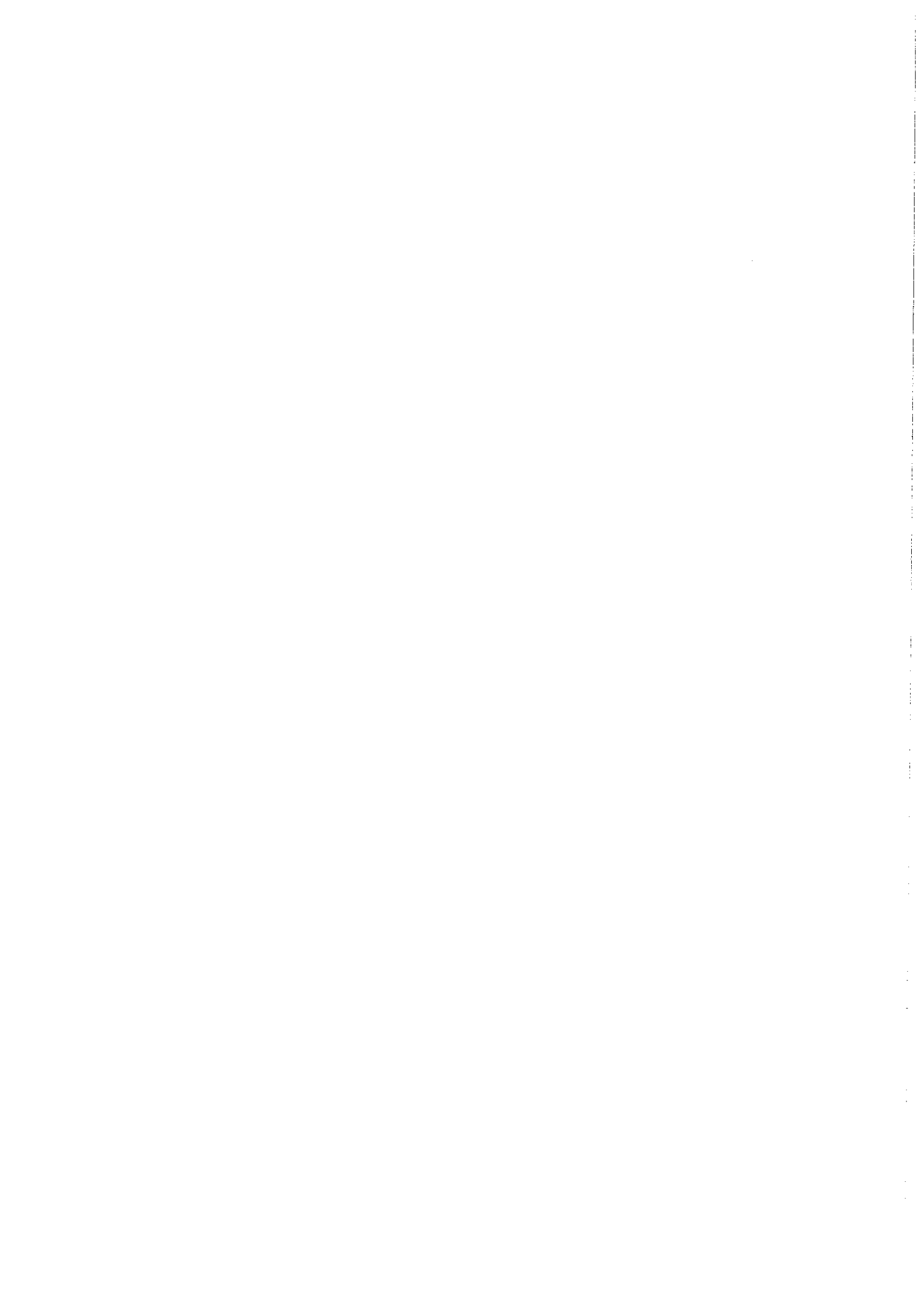
Council's Christmas Cracker Event was held at Prescot Town Hall for the second time this year and attracted hundreds of Prescotians – many of whom stayed for the whole day to enjoy an afternoon of family Christmas Fun.

This completely free event included live music performance from local school pupils and bands, face painting, fairground rides, tombola and even an inflatable snow globe.

Councillors and staff were on hand to serve teas, coffees, hot chocolates and cakes throughout the day too.

Massive thanks to all involved – especially volunteers from the Friends of Eaton Street Park, Friends of Molyneux Drive Woodland & Forestry Space, Green Fingers Allotment Plot and Friends of Browns Field who all supported the refreshments.

This year's event was a Cracker!!!

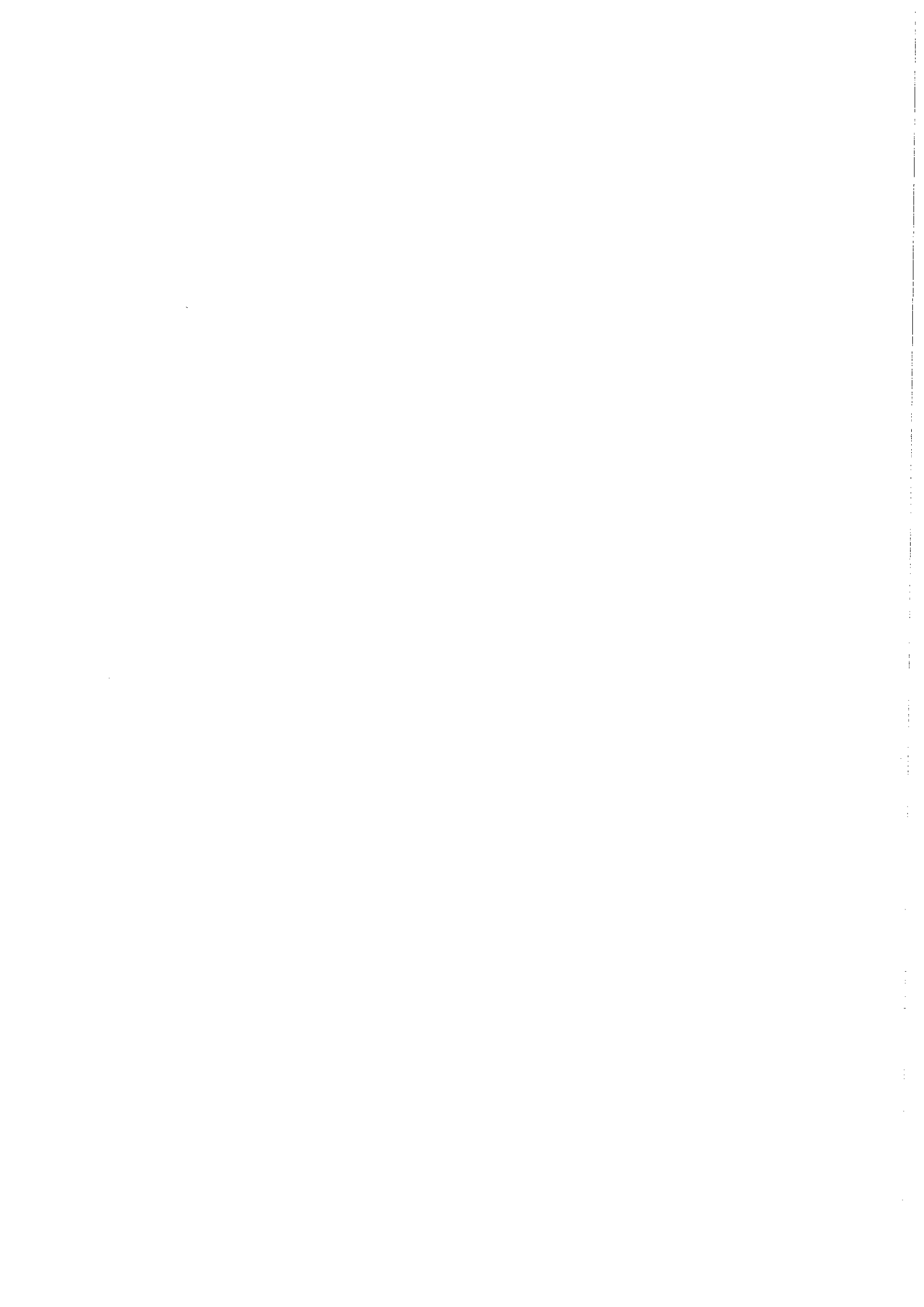


Prescot Town Council Annual Report 2023-24 – Activities & Events

Senior Citizen Christmas Drop In 2023

In December, councillors hosted a senior citizen Christmas drop-in at Prescot Town Hall.

This was a completely free event for older people within the community, comprising of entertainment and festive refreshments served by town councillors and volunteers. The drop-in event provided an ideal opportunity for older people to get to know their local councillors and find out about how Prescot Town Council can support the Community.



Prescot Town Council Annual Report 2023-24 – Activities & Events

Community Skip Days 2023

Prescot Town Council's Community Skip Days once again proved a massive success with residents for disposal of their unwanted items.

At the heart of these skip days is the idea that Prescot Town Council can support residents who may struggle to dispose of items owing to a lack of transport to local refuse centres or perhaps residents who are vulnerable, unwell or do not have adequate support in place to help.

Learning from previous years the Town Council held two community skip days at Prescot Town Hall and St Pauls Church, Bryer Road.

To support both days, council sited eight, 8 tonne skips at each location and encouraged as many Prescotians as possible to dispose of their waste through this completely free scheme.

To make the day run as smoothly as possible, before each community skip day, councillors leafleted households to make residents aware of the day and what items could be disposed of free of charge.

Massive thanks to Kirkby Skips for their support in siting and collecting skips on each day!

Council is committed to further community skip days in 2024.

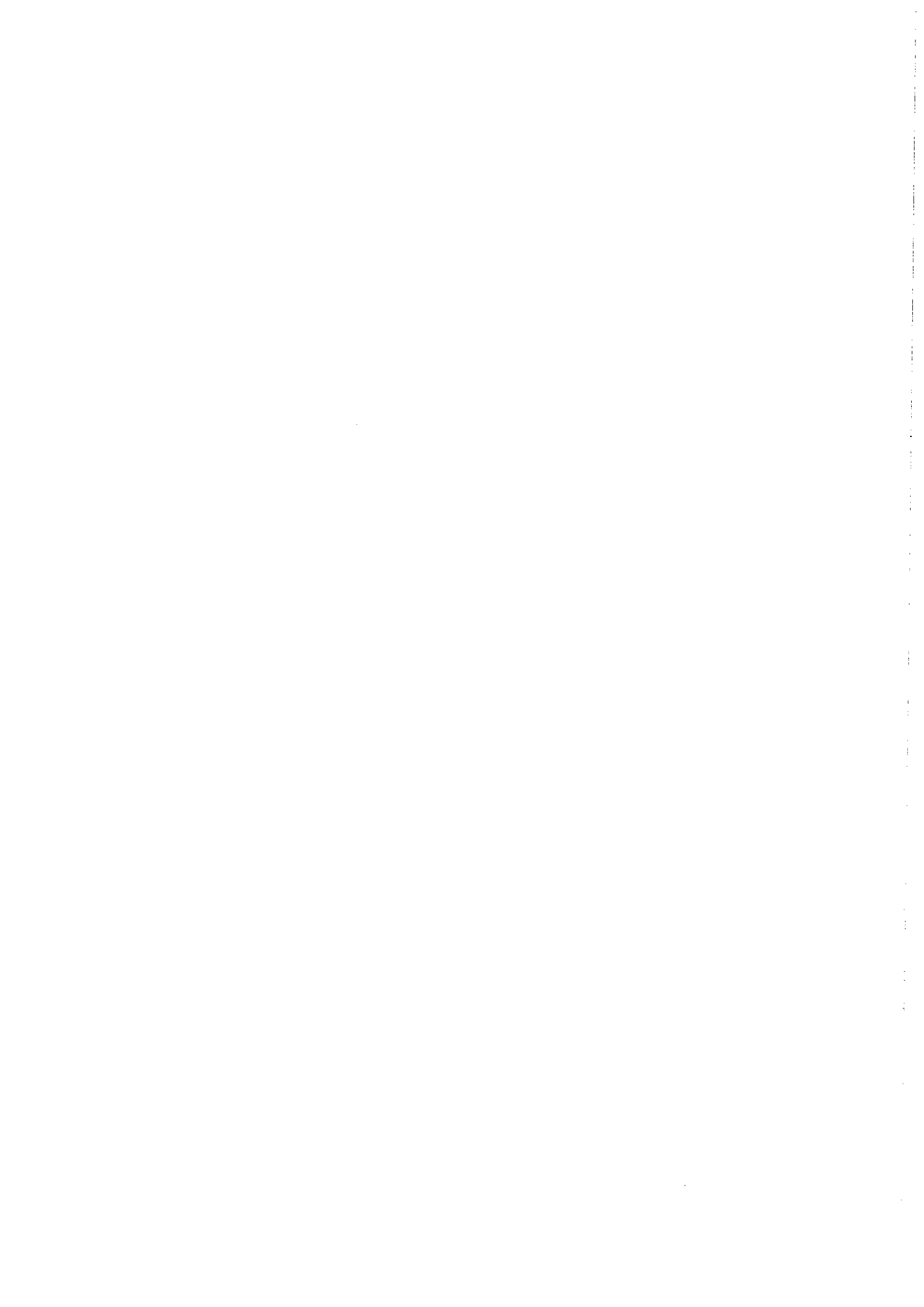


Prescot Town Council Annual Report 2023-24 – Mayoral Engagements

It's been a busy year for Cllr Murray, who has attended almost 30 engagements representing Council as the First Person of Prescot, and the table below summarises these engagements.

During her time as Mayor, Cllr Murray has raised £5,275 for the Mayor's Charity – which she has decided to distribute amongst 9 local organisations.

Month	Mayoral Engagements
May	No Events Attended
June	Prescot Town Council – Prescot Carnival Breakvision Hip Hop Event Prescot Elizabethan Fayre Prescot Festival - Leyland Brass Band Opening Night Prescot Festival - Primary Schools Choir Festival Prescot Festival - A Night at the Musicals with BOST
July	Prescot Town Council – Prescot Community Recognition Awards Als Arc – Opening of Reiki Room Prescot Primary School Conservation Exhibition Imaginarium Theatre – Performance of Taming of Shrew
August	Knowsley Flower Show
September	GOC Commendation for British Army (Deputy Mayor) Annual General Meeting – Merseyside & West Lancs Teaching Hospital NHS Trust Prescot Photo Club – Open Eye, High Street Photos Celebration
October	Our Lady Immaculate & St Joseph Catholic Church – Holy Mass to mark jubilee year
November	Prescot Town Council - Armistice Day Service Knowsley Council - Civic Act of Remembrance Service Want That Dress - Charity Fashion Show Evelyn Community Primary School - 50th anniversary celebration Prescot Kumon - Annual Awards
December	Prescot Town Council – Christmas Cracker Friends of Prescot Cemetery & Churchyard - Dedication of Christmas Tree Knowsley Council - Kings College Choir Christmas Concert Prescot Town Council - Senior Citizen Christmas Drop In Prescot Festival - Mayor of Prescot's Charity Christmas Concert Halewood Town Council - Sing into Christmas
January	Knowsley Council - Memorial Stone unveiling ceremony
February	Shakespeare North Playhouse - Pride & Prejudice by Imaginarium Theatre
March	No Events Attended
April	Townsend Theatre Productions - Behold Ye Ramblers Play
May	No Events Attended



Prescot Town Council Annual Report 2023-24 – Community Fund

Each year, Prescot Town Council administers a community fund and invites applications from community organisations within the town, or those which are not within the confines of the town yet positively impact the Prescot Community.

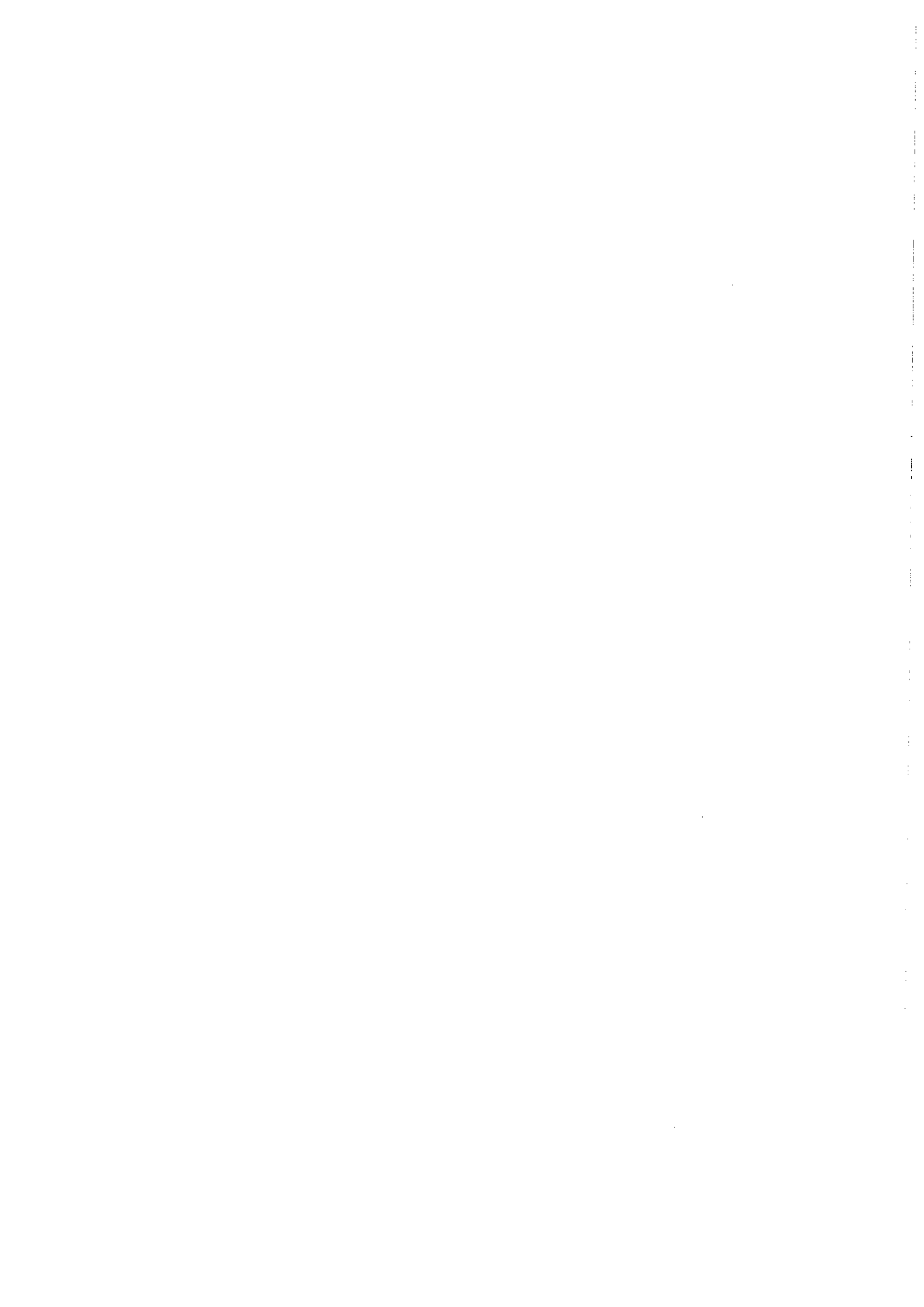
In 2023/24, the Community Fund Budget was set at £9,000.00.

Applications for funding can be for a maximum of £500.00 and are typically sought by organisations to support their work, a discrete project or perhaps a one-off cost.

To make our Community Fund fair and accessible to as many organisations as possible, Council has agreed guidelines for the type of work/projects falling within the scope of the fund; and has set out an application process which all applicants must adhere to.

Community Fund guidance notes and application forms can be accessed via this link <http://www.prescot-tc.gov.uk/grants-awards/> or by visiting Prescot Town Hall.

Month	Name of Community Group	Purpose	Amount Awarded
May	L35 Online Radio	Gazebos Printed Advertising Flags	£489.00
June	Lady Margaret Bowling Club	Bowling Green Consumables	£443.85
	Friends of Prescot Cemetery & Churchyard	Metal Apex Shed	£500.00
July	No Applications Received		£0.00
August	No Applications Received		£0.00
September	Prescot Cables JFC	Aluminium Football Goals	£500.00
	Prescot Mission Christmas	Meat Vouchers x20	£500.00
	Friends of Molyneux Drive Woodland & Forestry Space	Materials and Storage	£500.00
October	No Applications Received		£0.00
November	Rotary Club of Prescot	Lighting and Sound System	£500.00
December	No Applications Received		£0.00
January	Green Fingers Community Allotment Plot	Plastic Shed	£500.00
February	Friends of Eaton Street Park	Refurbishment of Storage Space	£500.00
March	Innovate Volunteering CIC	Defibrillator	£500.00
	Knowsley Knerds	Board Games	£250.00
April	No Applications Received		£0.00
TOTAL			£5,182.85



Prescot Town Council Annual Report 2023-24 – Open Spaces

Background

Prescot Town Council holds two 99-year leases for King George V Memorial Playing Fields (known locally as Brown's Field) and Eaton Street Park. Both leases date back to 1991.

These leases make Prescot Town Council responsible for the day-to-day management of each site.

Prescot Town Council discharges this responsibility by having a grounds maintenance contract (currently with Knowsley Council).

As part of this contract, bins are emptied, litter picks take place, fields and grassed areas are mown, and shrubs & hedges are maintained. To ensure contract compliance and value for money, Prescot Council officers meet regularly with Knowsley Council to review operations.

There are two other recognised greenspace sites within the town. The first is Carr Lane Woods (adjacent to Brown's Field) and second at Prescot Cemetery & Churchyard. These spaces are wholly managed by Knowsley Council and are not the responsibility of Prescot Town Council.

Brown's Field

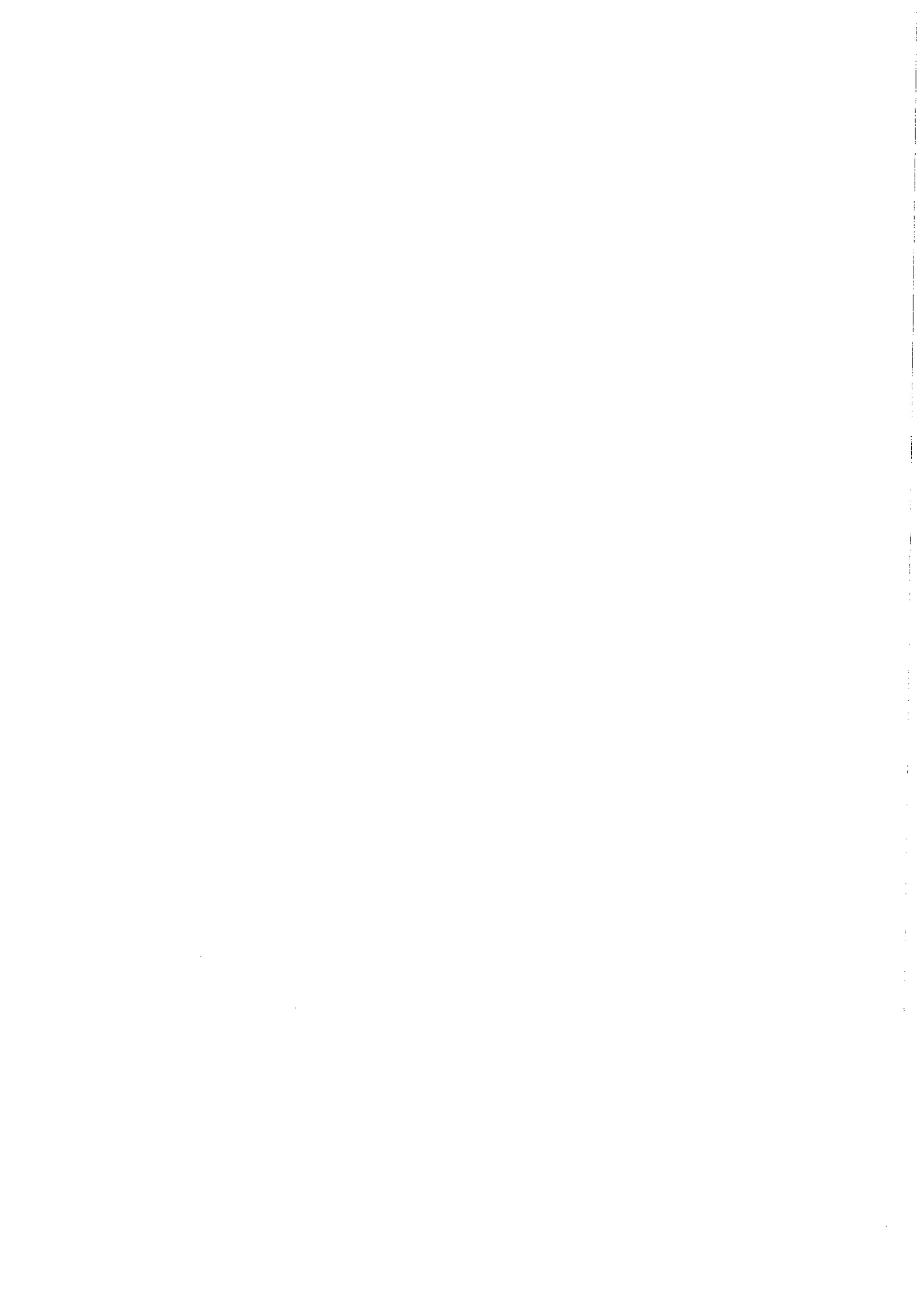
King George V Memorial Playing Field (known locally as Brown's Field) is the largest public open space in Prescot.

During 2022-23, following partnership work between Prescot Town Council, Knowsley Council, the Friends of Brown's Field, Berkley FC, Veolia and Viridor, the children's play area was completely refurbished with over £148,000.00 of investment in new play equipment, safety surfacing, railings, furniture and landscaping, and during 2023-24, we have worked with Knowsley Council to make sure that play equipment continues to remain safe and vandalism free.

We have also worked closely with these partners to discuss the potential for a purpose-built community facility to be built on this site, in addition to improving onsite football pitches currently maintained by Berkley FC.

The Council has worked alongside the Football Association and partners to secure £250,000.00 of investment, in addition to Knowsley Council committing £500,000.00 of S.106 investment which could see building commence in 2024/25 – primarily for the benefit of Berkley FC and the Friends of Browns Field, but also supporting the wider community who would be able to hire the facility.

Brown's Field was once again awarded Green Flag Status in 2023/24.



Eaton Street Park

Eaton Street Park is the second open space area for which Prescot Town Council has day-to-day management responsibility and is located adjacent to Prescot Cables FC.

The park benefits from a highly active and passionate “Friends of” group, who use the in-park pavilion as a base to deliver community events and projects throughout the year. The extensive range of projects delivered directly from the pavilion include: -

- Uniform Recycling Project
- Winter coat Recycling Scheme
- Park pantry
- Spring and summer holiday activities for children
- Christmas grotto

In short, the park is all the more richer for the tireless work of the “Friends of” who are passionate about improving the park and supporting our community.

To support the delivery of these projects, the Friends of Eaton Street Park are keen to install a canopy extending from the pavilion – thereby doubling the current footprint and immediately benefiting the projects listed above.

Eaton Street Park was once again awarded Green Flag status for 2023-24

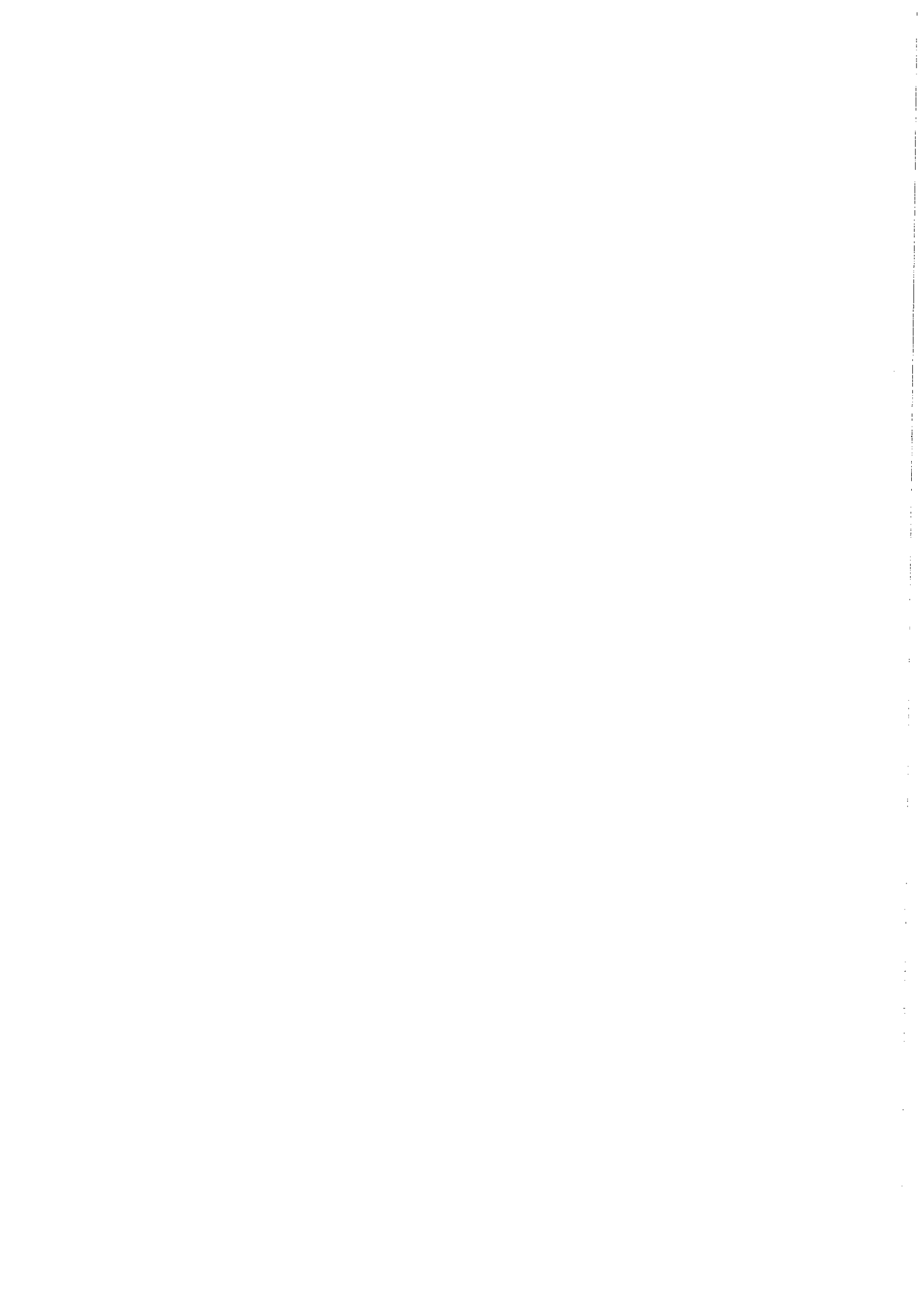




PRESCOT TOWN HALL - COMMUNITY ACTIVITIES

Day	Activity	Time	Contact Details	
Monday	Pilates Class	6.00pm – 7.00pm	Juanita Steel 07960 395026 – Booking essential	
Monday	Aerobics Class	7.30pm – 8.30pm	Sharon Swindels acerswn@aol.com	
Tuesday (1 st , 2 nd & 3 rd Tues of month)	Prescot North Ward Councillor Surgery	10.00am - 11.00am	0151 426 3933	
Tuesday (4 th Tue of month)	Prescot South Ward Councillor Surgery	10.00am - 11.00am	0151 426 3933	
Tuesday	Kumon – Maths and English Classes	3.30pm – 6.00pm	Jenn Appleton prescot@kumoncentre.co.uk	
Tuesday	Prescot School of Kung Fu - Martial Arts	<u>Kids Class</u> 6.30pm – 7.30pm	<u>Adults Class</u> 7.30pm – 8.30pm	Stephen Sloane 07719 825379
Wednesday (2 nd Wed of month)	Prescot South Ward Councillor Surgery	1.00pm – 2.00pm	0151 426 3933	
Wednesday (term time only)	Drama Kids	5.00pm – 7.00pm	Tracy Shirley 0151 482 0443 / 07908 811159 liverpool@dramakids.co.uk	
Wednesday	Line Dancing	2.15pm – 3.15pm	Michelle Brown Fitstreamliverpool@gmail.com	
Thursday	Kumon – Maths and English Classes	3.30pm – 6.00pm	Jenn Appleton prescot@kumoncentre.co.uk	
Thursday	Prescot School of Kung Fu - Martial Arts	<u>Adults Class</u> 7.30pm – 8.30pm	Stephen Sloane 07719 825379	
Thursday	Grand National Chorus – Male harmony & quartet	7.30pm - 9.30pm	New members welcome 07716 127814 www.liverpoolinharmonyclub.co.uk	
Friday (every 2 weeks)	Deafness Resource Centre - Drop in advice	12.00pm - 2.00pm	01744 23887 enquiries@deafnessresourcecentre.org	
Friday (every 2 weeks)	Prescot Over 55's Deaf Club	12.30pm – 4.00pm	Colin Wilkinson colin_wilkinson@sky.com	
Saturday	Slimming World	8.00am and 9.30am	Lynn Titherington 07739 167051 slimmingworldlyn@aol.com	

If you would like further information about any of the activities taking place in Prescot Town Hall please use the contact details as above or contact the Town Hall direct on 0151 426 3933 or e-mail enquiries@prescot-tc.gov.uk



Prescot Town Council Annual Report 2023-24 – Book with us!

Prescot Town Hall continues to be ideally placed to meet the needs of the community by providing a range of facilities for individual, business and community use.

During 2023-24, Prescot Town Hall has hosted Council events, conferences, birthday parties, martial arts classes, slimming world, bands & choirs and many, many more!

Within Prescot Town Hall, there are a number of facilities available for hire. All are fully compliant with the Equality Act 2010 and are serviced by a secure on-site carpark to the rear of the Town Hall.

Facilities available for hire include: -

Facility	Type of activity ideal for	Max capacity
Multi-function room With or without fully licensed bar	Family celebrations Weddings Funerals Conferences Live acts Indoor Exercise / sports classes	120
Council Chamber	Large team meetings Partnership meetings School classes	30
Conference Room	Medium team meetings Partnership meetings	16
Small Meeting Room	1 on 1 meetings Small team meetings	6
Eaton Street Pavilion (located at Eaton Street Park)	Outdoor family or community activities	10

For more information on how to book these facilities please call 0151 426 3933, email enquiries@prescot-tc.gov.uk or visit the Prescot Town Council website to download a booking form and return to our enquiries email address.

