

KNOWSLEY TOWN COUNCIL

MINUTES

A Meeting of the Knowsley Town Council was held on Thursday 16 October 2025, in Room One, Community Pavilion, Pool Hey, Stockbridge Village, commencing at 7.15 p.m.

PRESENT

Councillors: - D J Baum (Mayor of the Town Council), M Burke, B Donnelly, J Donnelly, K Gregory, N Joseph, I Smith, B Thompson., L Tomlinson (Deputy Mayor of the Town Council) F Wynn.

Also in Present: - Jane Thomas (Clerk of the Council)

APOLOGIES

Councillors: - L O’Keeffe, V Boateng,

86. PUBLIC OPEN FORUM

No questions were received from members of the public.

87. DECLARATIONS OF INTEREST

Declarations of Interest were received from the following members:

Cllr D J Baum, Cllr M Burke, Cllr I Smith - Agenda Item 9 Planning Notifications.

88. MINUTES OF THE PREVIOUS COUNCIL MEETING

It was **UNANIMOUSLY RESOLVED** that the minutes of the Town Council Meeting held on Thursday 18 September 2025 be agreed as a true record and signed by the Mayor.

89. MINUTES OF THE COMMITTEES

It was **UNANIMOUSLY RESOLVED** (by members of the Committee) that the minutes of the meeting of the Finance and General Purposes Committee held on Wednesday 17 October 2025 be agreed as a true record and signed by the Chairman.

It was **UNANIMOUSLY RESOLVED** (by members of the Committee) that the minutes of the meeting of the Events Committee held on Wednesday 8 October 2025 be agreed as a true record and signed by the Chairman.

/.....
Knowsley Town Council
Minutes 2025/2026

90. REPORTS FROM MEMBERS

There was no reports from Members.

91. ANNOUNCEMENTS FROM THE MAYOR

The Mayor thanked everyone who attended this year's Beating of the Bound.

92. ANNOUNCEMENTS FROM THE CLERK OF THE COUNCIL

There were no announcements from the Clerk of the Town Council

(NOTE: That in accordance with the Town Council's Code of Conduct, Cllr D J Baum (Mayor of the Town Council, Cllr M Burke and Cllr I Smith, declared an interest in the next item, stayed in the room, did not take part in any discussion and did not vote thereon).

In the absence of the Mayor Cllr D Baum, Deputy Mayor Cllr L Tomlinson, took the chair for the following item.

93. PLANNING NOTIFICATIONS

No Planning matter had been received.

94. EXTERNAL AUDIT FOR THE YEAR ENDED 31 MARCH 2025

Members considered the report of the External Auditor for the Financial Year Ended 31 March 2025. Members noted the External Auditors recommendation that:

“The AGAR was not accurately completed before submission for review. Please ensure that amendments are corrected in the prior year comparative when completing next year's AGAR. Transfers between bank accounts should have been excluded from payments in Section 2. This has resulted in an error in the reserves figure in Box 7. The figures in Boxes 6 and 7 should read £111,124 and £389,974.”

following thorough consideration, it was **UNANIMOUSLY RESOLVED** that:

- a) The External Auditor Report for the Year Ended 31 March 2025 be approved and accepted by the Town Council.
- b) Ensure the amendments are corrected in the prior year's AGAR

95. REMEMBRANCE SUNDAY SERVICES

Members received details of the Remembrance Sunday Services to be held within the Township.

Following consideration, it was **UNANIMOUSLY RESOLVED** that Cllr Neil Joseph would represent the Town Council on Sunday, 9 November, by laying a wreath at the memorial in Stockbridge Village and subsequently attend the Remembrance Service at St Mary's Church,

/.....
Knowsley Town Council
Minutes 2025/2026

Knowsley Village, where he would also lay a wreath at the War Memorial on behalf of the Town Council.

96. MODEL PUBLICATION SCHEME 2025/26

Members considered the Model Publication Scheme 2025/26 as presented by the Clerk of the Council.

Following discussion, it was **UNANIMOUSLY RESOLVED** that:

- a) The Model Publication Scheme be approved and posted on the Town Council website.
- b) The Town Council to review the Model Publication Scheme in October 2026.

97. CHRISTMAS 2025/NEW YEAR 2026 CLOSURE

Members considered a report relating to the Christmas 2025 / New Year 2026 closure of Council buildings as presented by the Clerk of the Council.

Following discussion, it was **RESOLVED** that:

- a) The Town Council facilities be closed from Monday 23 December 2025 and re-open on Thursday 5 January 2026.
- b) The employees to use their three ex-gratia day entitlements alongside four of their own holiday entitlements.

The meeting closed at 7.25 p.m.

Date: 16 October 2025

Signed.....

**Cllr D Baum
Mayor of the Town Council**

/.....
Knowsley Town Council
Minutes 2025/2026