



25th February 2020

Dear Councillor,

You are summoned to attend the Ordinary meeting of the Parish Council to be held on Monday 2nd March 2020, in the Elm Room at the Village Hall, commencing at 7.30pm.

I attach an agenda, relevant minutes, and the Clerk's Report.

Please find time to read through the information before the meeting, making any notes you need to against each item. If you have any queries prior to the meeting, please do not hesitate to contact me.

Yours faithfully,

Kathryn Adamson

Kathryn Adamson
Clerk to Rainhill Parish Council



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RAINHILL PARISH COUNCIL AGENDA
2nd March 2020

1. To receive apologies for absence
PUBLIC SESSION The public may speak on any matters of concern, but the Council may not make any lawful decision during this session
2. To receive declarations of interest from members
3. To consider and approve the minutes of the Ordinary Meeting held on 20th January 2020
4. To receive Police monthly statistics – for information only
5. To note the contents of the Clerk's Report– for information only
6. To consider the following Planning Applications and note any actions taken:
P/2020/0038 Demolition of existing garage along with the erection of single storey rear extension and single storey side extension 6 Francis Close
P/2020/0045 Erection of 3no detached dwellings with associated landscaping and parking Land Site Of Former Cranford House 637 Warrington Road
P/2020/0062 Removal of first floor pebble dashing, rendering of front elevation, replacement shop front and retention of existing roller shutter. 576 Warrington Road
P/2020/0066 Part two storey, part single storey front and side extension along with a single storey rear extension 71 Mooreway
P/2020/0075 Single storey side and rear extension with alterations to roof on existing garage. 40 Railton Avenue
P/2020/0092 Outline application for the erection 1 one detached bungalow with all matters reserved except access, layout and scale, 1 Ansdell Villas Road
P/2020/0116 Single storey rear extension projecting 6m from the rear, 4m high overall, and 2.80m to the eaves (to replace existing extension), 389 Warrington Road
P/2020/0118 Conversion of existing garage to habitable room and erection of single storey front extension, 9 Allendale Avenue
P/2020/0123 and 0124 Change of use from C2/C2a Institutional use to mixed use C2/C2a Institutional and B1 office business use, Crossley Manor (Formerly Briars Hey) Mill Lane
P/2020/0061 Hybrid Planning Application for the following development (major development); (i) Full Planning Permission for the erection of a B8 logistics warehouse, with ancillary offices, associated car parking, infrastructure and landscaping; and (ii) Outline Planning Permission for Manufacturing (B2) and Logistics (B8) development with ancillary offices and associated access infrastructure works (detailed matters of appearance, landscaping, layout and scale are reserved for subsequent approval), at Land To The West Of Omega South & South Of The M62 Bold St Helens
7. To authorise the accounts payable (list included in report)
8. To consider the authorisation of installation of cctv camera in weaver avenue
9. To approve membership of CPRE
10. To approve annual subscription to NALC/LALC
11. To consider planting the barrier baskets for the 2020/21 season
12. To receive a report from the Rocket 200 group (for information only)
13. To consider the review of internal controls
14. To consider a request to clean the war memorial
15. To consider update on provision of fibre broadband (for information only)
16. To consider grant aid for the gala
17. To consider residents comments and complaints
18. To receive reports from member representatives on local organisations:
 - a) Public Open Spaces
 - b) Village Hall Management Committee
 - c) Rainhill Railway & Heritage Society
 - d) Merseyside Association of Local Councils
 - e) Rainhill Gala
 - f) 4F Centre
19. To discuss future agenda items – for information only
20. Date & Time of Next Meeting:
2nd March 2020
Annual Parish Meeting 22nd April 2020

RAINHILL PARISH COUNCIL – MINUTES
20th JANUARY 2020

At a meeting of the Parish Council held at 7.30pm on Monday 20th January 2020 at Rainhill Village Hall, the following were present:

Cllrs: G. Barker, A. Daniels, D. Greaves, D. Hendrick, A. Howitt, A. Larner, M. Rothwell, K. Stevenson-Black, J. Tasker, and G Ward, and Youth Ambassador I. Scotson.

7 members of the public were also present.

Prior to commencement of business the meeting was adjourned to allow members of public to raise any concerns. Those present reported:

An issue with fly posting of advertisements.

Appreciation and thanks to the outgoing Clerk for fulfilling the role admirably, for both the current and past administration. These sentiments were echoed by the Chair on behalf of the Parish Council.

Paul Molyneux from St.Helens Council gave a presentation on the provision of CCTV in Rainhill Village. The Council would consider further action under item 8.

The meeting was recommenced.

20.01 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs: I. Brown, G. Roberts, S. Roscoe, and W. Williams, and Youth Ambassador E. Jackson

20.02 DECLARATIONS OF INTEREST

Non-pecuniary interests were declared on behalf of: Cllr J. Tasker in relation to P/2019/0915; and Cllrs G. Barker, A. Howitt, M. Rothwell, J. Tasker in relation to VE Day as members of Civic Society and Rotary; and Cllr J. Tasker in relation to Boot Camp Licence.

20.03 MINUTES OF THE ORDINARY MEETING HELD ON 16th DECEMBER 2019

Resolved that the minutes of the Ordinary Parish Council Meeting held on the 16th December 2019 should be approved and signed by the Chair as a correct record.

Youth Ambassador I. Scotson left during discussion on the following item.

20.04 TO RECEIVE MERSEYSIDE POLICE MONTHLY STATISTICS REPORT

Resolved that the report of the crime statistics for Rainhill be noted. Disappointment was expressed lack of representation by the Police, and the Clerk was instructed to set up a meeting before the next Parish Council meeting. There was concern that all incidents were not being reported to the Police, and the public should be encourage to report all incidents, preferably via social media.

20.05 TO NOTE THE CONTENTS OF THE CLERK'S REPORT

It was resolved that the contents of the Clerk's report be noted and the expenditure for the Good Citizenship Award Event be authorised.

20.06 TO CONSIDER PLANNING APPLICATIONS

It was resolved to note the following actions taken in relation to planning applications:

The following applications were left to neighbourhood consultation and no additional comments submitted:

RAINHILL PARISH COUNCIL – MINUTES
20th JANUARY 2020

P/2019/0882 Single storey extension to front elevation, 15 Second Avenue, Rainhill;
P/2019/0915 Variation of condition 2 on approval P/2014/0842 to remove fence panels between brick piers, with retention of hedge between piers and existing gates, 3 Owen Road;
P/2020/0012 Flat to pitched roof over the existing single storey rear extension along with alterations to windows and doors, 102 Ashton Avenue.

20.07 TO AUTHORISE ACCOUNTS FOR PAYMENT

It was resolved that the following items were approved for payment:

Payee	Description	Amount	Ref
G Pinder	Photocopying	8.40	
	Telephone @ £15.00/month	15.00	
	Clerk's Salary – Jan (inc. backpay)	1620.23	
	Printing for VE Day	12.00	
	Refreshments - GCA	8.00	
		1663.63	TFR411
Merseyside Pension Fund	LGPS – Jan	491.60	TFR412
Water Plus	Water - Rainhill Park	112.58	STO
Water Plus	Water - Holt Playing Fields	6.33	DD
Npower	Electricity - Holt Playing Fields	30.00	DD
Scottish Power	Electricity - Rainhill Park	8.00	DD
St.Helens Council	Provision & installation of litter bin	554.26	TFR413
G Pinder	Clerk's Salary – Feb	1233.05	TFR415
Merseyside Pension Fund	LGPS (KA & GP) – Feb	414.12	TFR416
Water Plus	Water - Rainhill Park	112.58	STO
Water Plus	Water - Holt Playing Fields	6.33	DD
Npower	Electricity - Holt Playing Fields	30.00	DD
Scottish Power	Electricity - Rainhill Park	8.00	DD
Village Hall	Music Licence	748.82	
	Gas Bill	393.91	
	Tree Removal	250.00	
	Electrical Work	2092.80	
		3485.53	TFR418
K Adamson	Clerk's Salary – Jan	538.38	TFR419
	Clerk's Salary – Feb	1016.87	
	Telephone - Feb	18.99	
		1035.86	TFR420
S.137 Payments			
St.Barts School	Donation for Christmas Lights Switch-on	100.00	090
Rotary Club Rainhill	Donation for Christmas Lights Switch-on	100.00	TFR417
Mma Recognition Plaques	Good Citizenship Award Plaques	280.00	TFR414
Judith's Catering	Good Citizenship Award Catering	253.00	091

20.08 TO CONSIDER THE PROVISION OF CCTV

Resolved that a quote be obtained for the provision of a CCTV camera in Weaver Avenue with infrastructure to feed back to St.Helens Council monitoring suite.

20.09 TO CONSIDER THE ACTIONS OF THE VE DAY PLANNING GROUP

Resolved that the actions of the group be noted and authority be granted to pay for the first aid provision, £178.50, if this was not being met by Rotary.

RAINHILL PARISH COUNCIL – MINUTES
20th JANUARY 2020

20.10 TO APPROVE THE QUARTERLY BUDGET REPORT AND BANK RECONCILIATION

The Council reviewed the current budgetary position and bank reconciliation, and resolved to approve the report.

20.11 TO SET A PRECEPT FOR 2020/21

It was resolved that St Helens Council be advised that the Precept for 2020/21 will be £68,340.

Cllr G. Ward registered an objection, considering that increased funds should be raised to support the planned project

It was resolved that the Budget paper, submitted by the Clerk and supporting the above Precept amount, is approved.

20.12 TO APPROVE THE ANNUAL REPORT TIMETABLE

Resolved that the schedule set out be agreed. The first meeting of the editorial group would be 3rd February at 7.00pm, with a second meeting scheduled for 10th February 7.00pm. Expenditure for printing and distributing was agreed in principle.

20.13 TO APPROVE THE FUTURE MEETING DATES

Annual Parish Meeting Wed 22nd April 2020 (already approved)
APCM 11th May 2020 (already approved)
15th June 2020
27th July 2020
7th September 2020
12th October 2020
Finance Working Group 16th November 2020
14th December 2020
18th January 2021
8th March 2021

The following dates will not be published in the 2020 Annual Report:
2021 Annual Parish Meeting Wed 21st April 2021
2021 Annual Parish Council Meeting 10th May 2021

20.14 TO CONSIDER ACTIONS NEEDED FOR NEW CLERK

Resolved to:

- approve expenditure on the CILCA training course and on dual salaries;
- approve SLCC membership;
- Approve the purchase an updated copy of Local Council Administration;
- Approve the purchase a new lap-top and software;
- approve the transfer of office items at the Council's expense; and
- approve the removal of the existing Clerk and the addition of the new Clerk to the list of signatories for both the Unity Trust account and the TSB account.

20.15 TO CONSIDER PROVIDING SESSIONS TO PREVENT CYBER CRIME

Resolved that the Parish Council would meet expenses incurred. Dates to be agreed. The Chair thanked Cllr Stevenson-Black for initiating the courses.

20.16 TO CONSIDER A POLICY ON SOCIAL MEDIA

RAINHILL PARISH COUNCIL – MINUTES
20th JANUARY 2020

Resolved that authority to consider the outstanding questions be delegated to Cllrs: Barker, Rothwell, and Stevenson-Black (with Cllr Williams to be invited to join) and a report be returned to the next meeting.

20.17 TO CONSIDER A PERMANENT LICENSE TO OPERATE A BOOT CAMP

Resolved that a permanent license to operate a boot camp from Holt Lane playing fields be granted.

20.18 TO CONSIDER WORKS TO PROVIDE ADDITIONAL STORAGE AT HOLT LANE PLAYING FIELDS

Resolved that works to provide a storage container and fencing at Holt Lane Playing fields be authorised, and use of independent contractors be permitted, subject to adequate assurances of indemnity, insurance and guarantee being provided.

20.19 TO CONSIDER RESIDENTS COMMENTS AND COMPLAINTS

Resolved that the complaints reported in the agenda report be noted and:

Cllr J. Tasker would pursue the timing of traffic light sequences with St.Helens Council and report to a future meeting.

Cllr A. Howitt raised concern regarding unauthorised signs erected at St.Bartholomew's Church. Action to pursue their removal would be undertaken informally and reported to a future meeting. Cllr A. Howitt also raised an issue with the closure of Mill Lane to facilitate tree works at Quarry Park. Cllr J. Tasker would discuss with the Trees and Woodlands Officer and report back.

Cllr D. Greaves left during discussion on the next item.

20.20 TO RECEIVE REPORTS FROM MEMBER REPRESENTATIVES ON LOCAL ORGANISATIONS

Resolved that the Council noted the following reports:

- Public Open Spaces: Cllr G. Ward reported that action to provide fibre broadband was progressing and £108,000 had been allocated in vouchers by Openreach. A survey would now be undertaken to estimate exact costings. The project would take 6-9 months to implement – regular updates would be provided.
- Village Hall Management Committee: Works to upgrade the electrics in the Teak room had commenced on 20.1.20. An additional car park passes was needed – Clerk to request.
- Rainhill Railway & Heritage Society: Cllr G. Ward wished to express his appreciation to Cllr Williams for his offer of assistance in updating the group's website. RRHS were looking at ways to contribute to the VE Day Celebration. Cllr J. Tasker was having difficulty attending meetings and decided to stand-down as representative. Cllr D. Hendrick agreed to take up this position.
- Merseyside Association of Local Councils: Cllr M. Rothwell reported that there had been no meetings. Clerk to check times/dates of forthcoming meetings.
- Rainhill Gala: Cllr A. Larner had received the following report from the Gala Chairman: 2020 Gala would take place on 25th May on St. Ann's field. This year it would be supplemented with a transport festival, located on the village hall car park, on the same day. Closure of the car park and Exchange Place/Weaver Avenue had been applied for. Additional volunteers would be welcome. Thanks were expressed to G Pinder for her work and the new Clerk was welcomed.
The Chair expressed condolences to Cllr Larner on behalf of the Parish Council on his recent bereavements.

RAINHILL PARISH COUNCIL – MINUTES
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- 4F Centre: A meeting had been held 14.1.19. New CCTV had helped maximise capacity at the centre. Accounts were in profit and further fund raising events were planned. Thanks were expressed to the centre volunteers, including Reg Mitchell for his care taking support.

20.21 TO DISCUSS FUTURE AGENDA ITEMS

Consideration should be given to grant aid for the Gala. Updates should be provided on the provision of fibre broadband; provision of CCTV; and social media policy.

20.22 DATE & TIME OF NEXT MEETING

It was resolved that the next ordinary meeting would be held on Monday 2nd March 2020, starting at 7:30pm, the venue being Rainhill Village Hall.

The meeting closed at 9.22 pm.

Chair of the Parish Council
2nd March 2020

Police Report

Merseyside Police Report for Rainhill Parish Council Meeting Monday 2nd March 2020

Area: Rainhill Month: January 2020

	2019	2020	Diff	% Diff	Description
Burglary Business & Community	0	1	1	100	1) Rear fire door forced to gain entry - untidy search - unsure what has been stolen - Warrington Road
Burglary Residential	3	8	5	167	1) Glass of rear door smashed - alarm box removed - jewellery & safe stolen - Ashton Avenue 2) Rear door window smashed - searches house - cash stolen - View Road 3) Driver in vehicle - others enter rear of property - realise being watched & drive off - Norlands Lane 4) Offenders enter over rear garden fence - rear patio lock drilled - no access to house - Amanda Road 5) Two rear doors smashed when owner away from property - untidy search - School Lane 6) Detached garage door forced using a spade - pedal cycle stolen - Second Avenue 7) Front door damaged - 3 males disturbed by neighbour - blue Citroen Berlinger seen - Mossdale Drive 8) Garage broken into - attempt to steal expensive bike - garage door not open enough - Chapel Lane
Criminal Damage	3	8	5	167	1) Unknown offender damages vehicle using a baseball bat - Chatsworth Road 2) Male 17 years old kicks rear patio doors in own home during argument with his mum - Blundells Lane 3) Brick thrown at window frame following a previous altercation between male youths - Trent Close 4) Unknown offender has thrown a brick through windscreen of vehicle while on driveway - Vincent Road 5) Potato thrown causing damage to window - Warrington Road 6) Brick thrown at car windscreen by partner of male - Renwick Avenue 7) Damage to door & window of property by male - Warrington Road 8) Side of vehicle damaged possibly using a key - Derwent Close
Drugs	0	0	0	0	
Other Theft	4	7	3	75	1 to 7) Fuel put into vehicles x 7 - including on false plates - no attempt to pay - Shell - Warrington Road
Public Order	3	2	-1	-33	1) Male and female involved in altercation - Rainhill Road 2) Threats made by pedestrian to car driver - car needed to break to avoid a collision - Longton Lane
Robbery Business	1	0	-1	-100	
Robbery Personal	0	1	1	100	1) Male flagged down then dragged out of vehicle which is stolen by 4 unknown males - Station Road
Theft Bike	0	0	0	0	
T.F.M.V.	3	4	1	33	1) Entry gained to insecure vehicle - small tool bag stolen - Warrington Road 2) Unknown means used to access locked vehicle - coat stolen - Kirkman Fold 3) Entry gained to possible insecure vehicle - hat, gloves, sunglasses & phone charger stolen - Kendal Drive 4) Front & rear VRM registration plates taken from vehicle when parked - Lincoln Way
Theft Shop	1	0	-1	-100	
T.O.M.V.	4	2	-2	-50	1) Vehicle stolen overnight by unknown means - victim still has the car keys - Sandhurst Road 2) Attempts to cut off the lock from a motor cycle - disturbed by the occupant - Chatsworth Road
Vehicle Interference	2	0	-2	-100	
Total	24	33	9	38	
ASB	12	15	3	25	

**RAINHILL PARISH COUNCIL - CLERK'S REPORT
MARCH 2020**

The Clerk's report is in two parts:

- The first part relates to actions that have already been taken. These items will not have a corresponding Agenda item and shouldn't need any further discussion.
 - The second part relates directly to Agenda items and is intended to assist any discussion of Agenda items. These notes are for information only and should only be discussed as each Agenda item is reached.
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PART 1 - ACTIONS TAKEN

5. CLERKS REPORT

All actions resulting from resolutions made at the 20th January ordinary meeting have either been completed or are in progress. Additionally, I can report the following:

5.1 ROSE BOWL REVALUED

Insurance company informed of increased value of rose bowl and waived the £5 administration cost.

5.2 CORRECTION TO JANUARY MINUTES

The following corrections should be noted;

Minute number	Payee	Amount	Reason
20:07	MMR Recognition Plaques	£280.00	Company no longer VAT registered – VAT deleted from total
20:07	Judiths Catering	£230.00	Numbers reduced
20:07	K Adamson	£18.99	Telephone contract now confirmed
20:07	LGPS KA & GP Feb	£414.12	Pension added for KA

Corrected figures are included in the minutes now presented for approval.

5.3 REPLANTING OF TELEPHONE BOX

The red telephone kiosk located on View Road will need replanting in the near future. Do any councillors wish to volunteer to undertake this task?

5.4 FIRST AID PROVISION FOR VE DAY EVENT

At the January meeting it was resolved that first aid provision for the VE day event would be met by the Parish Council unless Rotary would be meeting it. It has now been confirmed that this expense will be met by the Parish Council.

5.5 MAINTENANCE OF RAINHILL ECO GARDEN

A schedule of the maintenance works required for the Eco Garden has been received from St.Helens Council for approval. The regime is the same as last year's and will incur a cost of £408.14 (+ VAT). Previously, as this is an annual renewal of an existing contract, authority has been delegated to the Clerk to renew (min 18.53). I have added this to the table of payments for authorisation.

5.6 MERSEY FOREST TREE PLANTING UPDATE

Mersey Forest were requested to attend this meeting to discuss a tree planting project unfortunately commitments to ongoing projects prevented a representative attending. However details of all Parish Council Open Spaces have been forwarded to Mersey Forest

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and they have confirmed the information will be collated with the other information already provided and they will get in touch after Easter to arrange site visits on the sites with the greatest potential. Permission may be required from St Helens Council once sites have been confirmed.

PART 2 - AGENDA ITEMS – SUPPLEMENTARY NOTES

6. PLANNING APPLICATIONS

A representation has been submitted to the following application outlining concerns:
 P/2020/0117 Erection of detached two storey garage, Sandy Carr Farm Farmhouse Hall Lane

No comment has been submitted for the following applications and the closing date for comments will have passed at the time of the meeting:
 P/2020/0038 Demolition of existing garage along with the erection of single storey rear extension and single storey side extension 6 Francis Close
 P/2020/0045 Erection of 3no detached dwellings with associated landscaping and parking Land Site Of Former Cranford House 637 Warrington Road
 P/2020/0062 Removal of first floor pebble dashing, rendering of front elevation, replacement shop front and retention of existing roller shutter. 576 Warrington Road
 P/2020/0066 Part two storey, part single storey front and side extension along with a single storey rear extension 71 Mooreway
 P/2020/0075 Single storey side and rear extension with alterations to roof on existing garage. 40 Railton Avenue
 P/2020/0092 Outline application for the erection 1 one detached bungalow with all matters reserved except access, layout and scale, 1 Ansdell Villas Road
 P/2020/0116 Single storey rear extension projecting 6m from the rear, 4m high overall, and 2.80m to the eaves (to replace existing extension), 389 Warrington Road
 P/2020/0118 Conversion of existing garage to habitable room and erection of single storey front extension, 9 Allendale Avenue

The following applications are still under discussion by the planning working group.
 P/2020/0123 and 0124 Change of use from C2/C2a Institutional use to mixed use C2/C2a Institutional and B1 office business use, Crossley Manor (Formerly Briars Hey) Mill Lane
 P/2020/0061 Hybrid Planning Application for the following development (major development); (i) Full Planning Permission for the erection of a B8 logistics warehouse, with ancillary offices, associated car parking, infrastructure and landscaping; and (ii) Outline Planning Permission for Manufacturing (B2) and Logistics (B8) development with ancillary offices and associated access infrastructure works (detailed matters of appearance, landscaping, layout and scale are reserved for subsequent approval), at Land To The West Of Omega South & South Of The M62 Bold St Helens.

The Council should note the actions taken and decide if any representation is to be made on P/2020/0123 and P/2020/0061.

7. TO AUTHORISE ACCOUNTS FOR PAYMENT

Payee	Description	Amount	Ref
G Pinder	Clerk's Salary - March	504.65	
	Home Office Allowance	860.00	
	Photocopying	7.00	
	New computer	574.88	
	Valuation of Rose Bowl	40.00	
	Transfer of Clerks Cupboard	61.00	
	Cable Ties D Hendrick	12.36	
	GCA Buffet	86.66	
	VE Day Bunting /Flags	461.26	

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		2607.81	TFR421
K Adamson	Clerk's Salary - March	1098.35	
	Telephone @ 18.99/month	18.99	
	Laptop Bag	17.99	
	Home Office Allowance	215.00	
	Book 6 x 1 st Class stamps	4.20	
		1354.53	TFR422
Merseyside Pension Fund	LGPS - Mar	264.35	TFR424
HMRC	Tax & NI (Jan - Mar)	907.86	TFR425
Rainhill Village Hall	Contribution	3344.90	TFR426
St Helens Council	Grounds Maintenance – Eco Garden	489.77	TFR423
SLCC	Annual Subscription	161.00	TFR427
Direct Fire & Protection	Lighting at 4F Centre	205.20	TFR428
Water Plus	Water - Rainhill Park	160.70	STO
Water Plus	Water - Holt Playing Fields	6.33	DD
Npower	Electricity - Holt Playing Fields	22.00	DD
Scottish Power	Electricity - Rainhill Park	10.00	DD
LALC & NALC	Annual Subscription	1118.00	094
Unity Trust Bank	Bank Charges	18.00	DD
April Scheduled Payments			
Water Plus	Water - Rainhill Park	160.70	STO
Water Plus	Water - Holt Playing Fields	6.33	DD
Npower	Electricity - Holt Playing Fields	22.00	DD
Scottish Power	Electricity - Rainhill Park	10.00	DD
St Helens Council	Lease - Amanda Road Playground	0.50	TFR430
St Helens Council	Lease - Ivy Farm Road Playground	0.50	TFR431
St Helens Council	Lease - Swan Farm Gardens	1.00	TFR432
St Helens Council	Lease - Rainhill Park	4.00	TFR433
LDS Ltd	Annual Report Distribution	600.00	TFR434
EWS Colour Print	Design & Printing of Annual Report	1145.00	TFR435
S.137 Payments			
CPRE	Donation?	25.00	TFR429
CPRE	Annual Membership	36.00	TFR429
G Pinder	GCA Buffet	86.66	TFR421

The Council should consider approving the above payments.

8. TO CONSIDER THE AUTHORISATION OF INSTALLATION OF CCTV CAMERA IN WEAVER AVENUE

At the January meeting it was agreed that a quote would be obtained for the provision of CCTV cameras via St Helens Council. The quote has now been received at £4719.52. Whilst this is beyond the £3000 contract limit set out in financial regulation 11 (b) it is exempt by virtue of 11 (a) (i).

The works will include provision of:

- AXISQ6155-EPTZCamera
- AXIST91G61wallmount
- AxisT91B57polemount
- ABSwallboxwithpolemountbracket
- 2 xWirelessEthernetRadioPOEInjector
- 2 x WirelessEthernetRadio50Mbps

5PortEthernetSwitch-2LayerSupported

It is recommended that the purchase is made through St Helens Council.

The Council should consider authorisation of the installation of a CCTV camera at Weaver Avenue.

9. TO APPROVE MEMBERSHIP OF CPRE

Notice has been received for renewal of membership of the Campaign to Protect Rural England. In previous years the renewal fee has been authorised without discussion. The cost of membership this year has remained at £36. I have included the renewal fee in the table of payments for authorisation for consideration. The Parish Council have previously agreed a donation of £25, which will be made at the same time.

The Council should consider if they wish to retain membership of CPRE and if so, authorise payment of the renewal fee of £36 and whether they wish to make any donation.

10. TO APPROVE ANNUAL SUBSCRIPTION TO NALC/ LALC

The yearly subscription to NALC and LALC will soon be due. Unfortunately, the invoices had not been issued at time of printing – issues over number of electorate had caused delays. Last year the subscription to NALC was £630.64; and the subscription to LALC was £463.10; contribution to area secretary of £15.00; and 3 copies of Local Council Review Magazine at £51.00, totalling £1159.71. I have spoken to the LALC secretary who has indicated this year's subscriptions will be less in the region of £1118.00 in total.

If figures are available before the meeting they will be provided for approval.

Alternatively, provided that the final total is within 10% of the estimated figures (£1229.80 or less) are members happy to delegate authorisation of payment to the Clerk in consultation with the two authorising members?

The Council should consider authorising payment of NALC/LALC subscriptions.

11. TO CONSIDER PLANTING THE BARRIER BASKETS FOR THE 2020/21 SEASON

A quote has been obtained from St. Helens Council to refill and maintain 13 barrier baskets for summer/winter season for 2020/21 at £4,063.28 +VAT = £4875.94, a 1.3% increase on last year.

In order to ensure a decision is taken before the planting season commences, members should consider if the 13 baskets provided are sufficient, and whether planting and maintenance is to be financed for the coming year.

It is recommended that the quote be accepted.

The Council should consider if 13 barrier baskets are to be refilled for the 2020/21 season.

12. TO RECEIVE A REPORT FROM THE ROCKET 200 GROUP

The Steering Group continue to meet on a regular basis and plans for a Rocket 195 event in 2024 are being discussed. It is currently proposed that the Rocket locomotive will be

returned to Rainhill for a parade along Warrington Road. Other actions include the transfer of authorities on the bank account etc. It has been suggested a project manager would be needed if this event is to progress.

The Council should note the progress report.

13. TO CONSIDER THE REVIEW OF INTERNAL CONTROLS

As a result of internal audit on the 20th January 2020 it came to light that a review document had not been presented for approval as required by the Governance and Accountability for Smaller Authorities in England. As part of the Annual Return, councils need to assess their arrangements for Internal Control and respond to the following assertion: "*We maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness*". Attached at appendix 1 is a report detailing how the Parish Council addresses each of the requirements.

The Council should consider the report at appendix 1 for approval.

14. TO CONSIDER A REQUEST TO CLEAN THE WAR MEMORIAL

A request has been received to clean the war memorial in advance of the VE Day celebrations. It was last cleaned late 2017 and is normally scheduled to be cleaned every 3 years. A quote has been obtained from the company who previously undertook cleaning at £1115.50 + VAT.

If members, consider that this work is necessary alternative quotes could be sought. 2-3 weeks' notice would be required to book the cleaner to complete the works and the cleaning would take 1-2 days depending on the weather. Therefore, if members do wish for this work to be undertaken in time for the VE Day celebrations, authority would need to be delegated to the executive committee to make a decision on which company to be used.

The Council should consider if it wishes to undertake cleaning of the war memorial in time for VE Day and if so delegate authority to the executive committee.

15. TO CONSIDER UPDATE ON PROVISION OF FIBRE BROADBAND

Work has been ongoing on the provision of fibre broadband for residents of Rainhill. Cllr G Ward has been pursuing a community fibre partnership scheme. This item has been included to allow for an update on progress.

The Council should note the report.

16. TO CONSIDER GRANT AID FOR THE GALA

At the meeting in January it was suggested that an item be included on grant aid for the gala. This item has been included to facilitate discussion.

The Council should consider if they wish to provide grant aid to the gala

17. TO CONSIDER RESIDENTS COMMENTS AND COMPLAINTS

The Clerk has dealt with correspondence relating to: village hall car park, unauthorised fly posting at Rainhill Stoops if anyone would like further details please ask. The Council should consider the following enquiries:

Cars Idling outside schools

A complaint has been received regarding cars waiting to collect children from school sitting with engines running. The resident has suggested that the schools be asked to put out a message to parents to at least switch engines off whilst waiting.

The Council should consider if it wishes to take further action in this regard.

Alleyway between Warrington Road and Mossdale Drive.

Cllr Tasker has received more complaints about the alleyway between Warrington Road and Mossdale Drive. There are issues with mud and leaves that need to be cleared from the pathway. 2 residents have told him that it is very slippery when wet and that it hasn't been cleared for some time. He has also been told that there are two tree stumps that St Helens Council have previously promised to remove but so far this hasn't happened. Apparently poisonous fungus is growing on them and young children play with them.

The Council should consider if it wishes to take further action in this regard.

18. TO RECEIVE REPORTS FROM MEMBER REPRESENTATIVES ON LOCAL ORGANISATIONS

- a) Public Open Spaces
- b) Village Hall Management Committee
- c) Rainhill Railway & Heritage Society
- d) Merseyside Assoc. of Local Councils
- e) Rainhill Gala
- f) 4F Centre

19. SUGGESTED ITEMS FOR NEXT AGENDA

Members are given the opportunity to suggest items for discussion at future meetings.

For information only.

20. DATE AND TIME OF NEXT MEETING

Annual Parish Meeting 22nd April 2020, 7.30pm.
AGM and Ordinary Meeting 11th May 2020, 7.30pm

**Rainhill Parish Council
Review of Internal Control 2019/20**

As part of the Annual Return, councils need to assess their arrangements for Internal Control and respond to the following assertion:
“We maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness”.

To respond positively to this assertion, the Council should have processes in place that are working effectively (as set out in “Governance and Accountability for Smaller Authorities in England”). This report considers each of the suggested processes and assesses whether they are effective or not. This will provide the basis for the Council’s year-end assessment.

Processes	Assessment
<p>Standing Orders and Financial Regulations</p> <p>The Council has standing orders and financial regulations governing how it operates. These are based on NALC guidance and are reviewed annually.</p>	Processes are adequate and working effectively
<p>Safe and Efficient Arrangements to Safeguard Public Money</p> <p>Practical and resilient arrangements need to exist covering how the authority orders goods and services, incurs liabilities, manages debtors, makes payments and handles receipts.</p> <p>The Clerk is the Responsible Financial Officer and has formal responsibility for the Council’s financial affairs. Payments, whether by cheque or BACS, are authorised by two members. Some recurring payments are made by direct debit and these are reported to and approved by the Council.</p> <p>All payments made are approved by the Council.</p> <p>Payments (mainly for pitch hire) are banked promptly and linked to invoices raised.</p> <p>Debtors are monitored by the Clerk and if considered irrecoverable, would be reported to the Parish Council.</p> <p>The Council approves any changes to banks and authorised signatories.</p> <p>The bank account is reconciled monthly and is approved by the Chair and Clerk.</p>	Processes are adequate and working effectively
<p>Employment</p> <p>The Clerk’s salary is approved annually by the Council.</p> <p>The Council meets HMRC requirements using the PAYE tools application.</p> <p>The Council is a member of Merseyside Pension Fund and meets all its pension obligations.</p>	Processes are adequate and working effectively
<p>VAT</p> <p>All VAT is separated within the Council’s accounts. This is reclaimed annually from HMRC.</p>	Processes are adequate and working effectively
<p>Fixed Assets and Equipment</p> <p>The asset register records all assets, and these are fully insured. The register is reported annually to members.</p> <p>Any asset disposals would be approved by the Council.</p>	Processes are adequate and working effectively

Processes	Assessment
<p>Loans The Council currently has no loans. Any new loan would only be considered if the Council were satisfied it could be afforded and that approvals have been obtained.</p>	Processes are adequate and working effectively

Regulation 6 of the Accounts and Audit Regulations 2015 requires the authority to conduct a review of the effectiveness of the system of internal control in each financial year. The above assessment meets this requirement and shows that there are adequate processes in place and that these are working effectively.

Action Required:

The Council should consider this review of Internal Control and its effectiveness. It should also identify any concerns arising from it.