



**RAINHILL PARISH COUNCIL AGENDA  
8<sup>TH</sup> March 2021**

2<sup>nd</sup> March 2021

Dear Councillor,

You are summoned to attend the Ordinary meeting of the Parish Council on Monday 2<sup>nd</sup> March 2021 to be held online via teams. The meeting will start at 7.30pm but ask you to log on to the link sent at 7.15pm to ensure the meeting is ready to commence on time.

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

Please take time to read through the documents before the meeting. If you have any questions in advance of the meeting please forward them and I will prepare a response.

Yours sincerely

K E Adamson  
Clerk to Rainhill Parish Council

1. To receive apologies for absence  
PUBLIC SESSION Ordinary Meeting Agenda: The public will be allowed to speak on any matters of concern, subject to prior written notification being received.
2. To receive declarations of interest from members
3. To consider and approve the minutes of the Ordinary Meeting held on 18<sup>th</sup> January 2021
4. To receive Police monthly statistics for January – 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:
7. To authorise the accounts payable (list included in report)
8. To approve membership of CPRE
9. To approve annual subscription to NALC/LALC
10. To consider the clerks membership to SLCC
11. To consider MALCS request to meet or disband
12. To consider adoption of social media policy
13. To consider the request to use albert fellowes park
14. To consider planting the barrier baskets for 2021/2022
15. To consider replacing the emergency lighting at albert fellowes changing facilities
16. To consider the action required to the entrance of dog exercise area
17. To consider grit bins for winter 2021 /2022
18. To consider keep Britain initiative 28<sup>th</sup> May – 13<sup>th</sup> June 2021
19. To consider parish council /local authority communication
20. To consider the feasibility of the Queens anniversary celebration
21. To consider the placing of a memorial stone
22. To consider a parish council Christmas calendar
23. To consider celebrating rainhill residents 100<sup>th</sup> birthdays
24. To consider residents comments and complaints
25. Reports from member representatives. for information only
26. To consider Future agenda items for information only
27. Date and time of next meeting for information only

Public have been given prior notification if wishing to attend as the meeting is being held online due to the current Covid 19 restrictions



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**RAINHILL PARISH COUNCIL – MINUTES  
18th JANUARY 2021**

At a meeting of the Parish Council held at 7.30pm on Monday 18th January 2021 online via teams, the following were present:

Cllrs.: I. Brown, A. Daniels, D. Greaves, D. Hendrick, A. Howitt, G. Roberts, S. Roscoe M. Rothwell, K. Stevenson-Black, J. Tasker, G Ward and J. Woodhouse

The Chair welcomed Joanne Woodhouse into her position as a Rainhill Parish Councillor. The Clerk can confirm receipt from Cllr Woodhouse of completed and signed acceptance of office and declaration of interest forms before the meeting.

2 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.

A presentation was received requesting use of an open space for sports activities. The Council would consider further action as an agenda item at the next meeting.

The meeting was recommenced.

**20.112 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs: G. Barker and W. Williams.

**20.113 DECLARATIONS OF INTEREST**

No Declarations of Interest received.

**20.114 MINUTES OF THE ORDINARY MEETING HELD ON 14<sup>th</sup> DECEMBER 2020**

Resolved that the minutes of the Ordinary Parish Council Meeting held on the 14<sup>th</sup> December 2020 should be approved and signed by the Chair as a correct record. Cllr Howitt (Chair) clarified the number of Rainhill residents who never returned from World War One as being 53 and World War Two as being 43. Agreed at point 20.105 to purchase new lamppost poppies to reflect all the men who did not return to their hometown of Rainhill from the First World War.

**20.115 TO RECEIVE MERSEYSIDE POLICE MONTHLY STATISTICS REPORT**

Resolved that the report of the crime statistics for Rainhill be noted.

**Cllr Hendrick joined the meeting at 19.40pm**

**20.116 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. Cllr Greaves confirmed the planned role of honour for residents supporting the community through the pandemic has been put on hold due to the current resurgence. The Parish Council acknowledge Rainhill Rockets & Rainhill Towns appreciation for the reduction of pitch fees.

**20.117 TO CONSIDER PLANNING APPLICATIONS**

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

**RAINHILL PARISH COUNCIL – MINUTES  
18th JANUARY 2021**

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/2020/0860/HHFP P/2020/0864/TPO P/2020/0869/TPO P/2020/0889/FUL  
P/2020/0901/HHFP P/2020/0909/HHFP P/2020/0917/TPO P/2020/0918/HHFP  
An objection has been submitted to the following applications:

P/2020/0883/FUL Replacement of 2no horse stables and ancillary facilities. Land Between School Lane and Junction 7 M62 School Lane

P/2020/0896/OUP Outline application for the erection of 1no dwelling and ground mounted solar farm all matters reserved except access and scale. Chetty Stables Land Between School Lane and Junction 7 M62 School Lane

**20.118 TO AUTHORISE ACCOUNTS FOR PAYMENT**

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

Payee	Description	Amount	Ref
K Adamson	Photocopying	4.00	
	Telephone @ £18.99/month	18.99	
	Clerk's Salary – Jan	1035.33	
	Printer Ink	15.38	
	2021 Diary	3.00	
	Microsoft Annual Subscription	79.99	
	TOTAL	1156.69	TFR475
Merseyside Pension Fund	LGPS – Jan	307.91	TFR476
Water Plus	Water – Rainhill Park	82.71	STO
Corona Energy	Electricity – Holt Playing Fields	15.75	DD
Scottish Power	Electricity – Rainhill Park	18.00	DD
K Adamson	Clerk's Salary – Feb	1064.94	
	Telephone @ £18.99/month	18.99	
	TOTAL	1080.27	TFR477
Merseyside Pension Fund	LGPS – Feb	307.91	TFR478
Water Plus	Water – Rainhill Park	82.71	STO
Corona Energy	Electricity – Holt Playing Fields	17.14	DD
Scottish Power	Electricity – Rainhill Park – in dispute	797.60	DD
<b>S.137 Payments</b>			
MMA Recognition Plaques	Good Citizenship Award Plaques	360.00	TFR479
Boujee Card Creations	Rainhill Residents 100 <sup>th</sup> Birthday Card	15.00	TFR474

**INCOME**

INCOME	DESCRIPTION	AMOUNT
<b>January 2020</b>		
Rainhill Town	Pitch Hire Fees (halved as agreed in December 2020 mtg)	196.50

**20.119 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.

**20.120 TO SET A PRECEPT FOR 2021/22**

**RAINHILL PARISH COUNCIL – MINUTES  
18th JANUARY 2021**

Rainhill Parish Council have made the decision not to increase the precept for the second consecutive year due to acknowledging the difficulties caused by Covid being faced by many residents, businesses and organisations in the Parish. It was resolved that St Helens Council be advised that the Precept for 2021/22 will be £68,340.

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

**20.121 TO APPROVE THE ANNUAL REPORT TIMETABLE**

Resolved that the schedule set out be agreed. The first meeting of the editorial group would take place online via teams before 22/01/21. Expenditure for printing and distributing was agreed in principle.

**20.122 TO APPROVE THE FUTURE MEETING DATES**

It was resolved that the following meeting dates for 2021/22 (all Monday 7:30pm unless stated otherwise) are approved.

Annual Parish Meeting Wed 21<sup>st</sup> April 2021 (already approved)  
APCM 10<sup>th</sup> May 2021 (already approved)  
14<sup>th</sup> June 2021  
26<sup>th</sup> July 2021  
6<sup>th</sup> September 2021  
11<sup>th</sup> October 2021  
Finance Working Group 15<sup>th</sup> November 2021  
13<sup>th</sup> December 2021  
17<sup>th</sup> January 2022  
7<sup>th</sup> March 2022

The following dates will not be published in the 2021 Annual Report:  
2022 Annual Parish Meeting Wed 20<sup>th</sup> April 2022  
2022 Annual Parish Council Meeting 9<sup>th</sup> May 2022

**20.123 TO CONSIDER MEMBERSHIP OF SOCIETY OF LOCAL CLERKS**

Resolved that the Clerk's membership of SLCC be renewed for a further year, and payment of the subscription be authorised.

**20.124 TO CONSIDER ACTION REQUIRED FOR ENTRANCE TO DOG EXERCISE AREA**

Cllr Howitt (Chair) reported the Dog Exercise Area has proven very successful and due to the popularity and wet weather it was resolved for the Clerk to request quotes for the sponge rubber matting. One quote for either side of the entrance gate and a second quote for either side of the entrance gate and a pathway leading from the gym area to the gate. Cllr Daniels raised a concern to ensure if fitted it would have to be done correctly or it would have the same issues as presently being experienced around the gym area.

**20.125 TO RECEIVE A DRAFT COPY OF THE GOOD PRACTICE GUIDE FOR CO OPTION**

Resolved the Good Practice Guide be adopted by the Parish Council. Cllr Howitt (Chair) Conveyed thanks to the Clerk for producing.

**20.126 TO RECEIVE A DRAFT COPY OF THE SOCIAL MEDIA POLICY**

**RAINHILL PARISH COUNCIL – MINUTES  
18th JANUARY 2021**

Resolved the Social Media Policy will be presented at the next meeting further to a few grammatical changes.

**20.127 TO CONSIDER ACTION REQUIRED WITH DANE COURT BINS**

Resolved for the Clerk to contact the property management company to arrange a site meeting with Cllr Ward as soon as possible to discuss possible actions.

**20.128 TO CONSIDER HOW TO PROGRESS WITH MERSEYFOREST**

Resolved the Parish Council would like to progress once able to with possible planting at a minimal cost. The Clerk to contact Merseyforest to request possible funding opportunities and or use of WHIPS (slender, unbranched shoot or plant)

**20.129 TO CONSIDER THE FREE COMMUNITY SPACES AT TRAILBLAZERS**

Even though the location has not been confirmed it was resolved the offer of 10 free places be accepted. Cllr Stevenson Black proposed, and it was agreed to give 2 places to each of the primary schools and 2 places to Rainhill High to be used as incentives/rewards. Cllr Stevenson-Black will liaise with Trailblazers and the Schools.

**20.130 TO RECEIVE A PROGRESS REPORT ON BROADBAND**

Cllr Ward provided an update on recent communication with Open Reach. Cllr Ward is awaiting an update from Openreach which they have now committed to respond to by 22<sup>nd</sup> January 2021. Depending on that response Cllr Ward may contact Marie Rimmer MP for her to escalate Rainhill Parish Councils concerns to Openreach. Cllrs noted the update and Cllr Howitt (Chair) thanked Cllr Ward for his continued efforts.

**20.131 TO CONSIDER RESIDENTS COMMENTS AND COMPLAINTS**

Resolved that the complaints reported in the agenda report be noted.

**20.132 TO RECEIVE REPORTS FROM MEMBER REPRESENTATIVES ON LOCAL ORGANISATIONS**

Resolved that the Council noted no reports available due to current Covid 19 restrictions.

**20.133 TO DISCUSS FUTURE AGENDA ITEMS**

Adoption of presented Social Media Policy. Updates should be provided on the Secret Garden and Dane Court bins. Consideration given to Dog Exercise Quotes, Keep Britain Initiative 28<sup>th</sup> May – 13<sup>th</sup> June 2021 and the Queens Jubilee Celebration in 2022 a 4 day Bank Holiday in June, Request to use Albert Fellowes Open Space and provision of grit bin to specific locations in Rainhill.

**20.134 DATE & TIME OF NEXT MEETING**

It was resolved that the next ordinary meeting would be held on Monday 8th March 2021, starting at 7:30pm, the venue to be confirmed due to current Covid restrictions.

The general public left the meeting at 8.25 pm.

**RAINHILL PARISH COUNCIL – MINUTES  
18th JANUARY 2021**

Area: Rainhill D24  
Month: January 2021

**20.135 EXCLUSION OF THE PUBLIC**

Resolved that the public be excluded from the meeting during consideration of the following items for the reason stated.

Minute 20.136 Reason (under the Local Government Act 1972)  
Exempt information concerning the financial or business affairs of any particular person (Para 3 of Schedule 12a).

**20.136 UPDATE ON THE CLERKS INCREMENT**

Resolved the Clerks appraisal committee and with subsequent discussion by Council members, the Clerk be awarded two salary point increments to be added from 1<sup>st</sup> February 2021. One as in line with standard contract and one for exemplary performance. The Chair thanked the Clerk on behalf of the Parish Council for her work and support throughout a challenging year. Therefore the Clerk will progress to salary scale point 22, in accordance with the written terms and conditions of employment.

The meeting closed at 8.32pm

Chair of the Parish Council  
8th March 2021

	2020	2021	Diff	%	
Burglary Business & Community	1	1	0	0	1. (Warrington Road) - Unknown male enters shop and walks behind counter and using item similar to a key, attempts to open the till. Male approached by staff who empties his pockets not having anything and then makes off.
Burglary Residential	8	3	-5	-62.5	1. (Two Butt Lane) - Offenders force the lock of the back door out and gain entry to property. They steal cash, bank cards and car keys. The victim heard a noise downstairs and disturbed offenders who made off out of the back door. 2. (Holt Lane) - The Aggrieved is reporting that he has had medication delivered to address and left in the front porch - The door insecure, unknown Ofender(s) have walked in taken the medication leaving behind the empty box. 3. (Stephenson Grove) - Overnight, unknown offender attempts to gain entry to premises via bathroom window, but no entry gained due to alarm activating.
Criminal Damage	9	3	-6	-66.7	1. (Rainhill Road) - Damage caused to motor vehicle. 2. (Longton Lane) - Unknown offender uses unknown item to damage bodywork of victims car. 3. (Station Street) - Unknown offender throws item at window attempting to break it.
Drugs	0	1	1	100	1. (School Lane) - Vehicle parked in secluded area and female occupant in possession of cannabis.
Other Theft	7	1	-6	-85.7	1. (Warrington Road) - £3,800 taken from clubs account.
Public Order	2	2	0	0	1. (Rainhill Road) - Suspect attends address being abusive and making threats through the window. 2. (Ratcliffe Place) - Offender has put into the grass a peace sign and a swastika.
Robbery Business	0	0	0	0	
Robbery Personal	1	0	-1	-100	
Theft Bike	0	0	0	0	
T.F.M.V.	5	1	-4	-80	1. (Sandhurst Road) - Unknown offenders enter insecure vehicle through drivers door and commence untidy search. Nothing taken from vehicle.
Theft Shop	0	2	2	200	1. (Warrington Road) - Unknown male enters store and steals items. 2. (Warrington Road) - Unknown male enters store and steals items.
T.O.M.V.	2	0	-2	-200	
Violence with Injury	2	0	-2	-200	
Violence without Injury	6	1	-5	-83.3	1. (Stoney Lane) - Offender in this matter has been having mental health episode and has been swinging her arms and caught her father with a flailing arm causing no visible injuries.
Vehicle Interference	0	0	0	0	
Total	43	15	-28	-65.1	
ASB	13	13	0	0	

Brief description of ASB in January 2021

1. (Stephenson Grove) - Report of COVID regulations breach.
2. (Stephenson Grove) - Report of COVID regulations breach
3. (Warrington Road) - Report of a male refusing to leave shop when asked by staff.
4. (Bell Lane) - Report of COVID regulations breach.
5. (Two Butt Lane) - Report of COVID regulations breach.
6. (Longton Lane) - Report of youths gathering breaching COVID regulations.
7. (Stonecross Drive) - Report of COVID regulations breach.
8. (Dunbeath Avenue) - Report of youths gathering breaching COVID regulations.
9. (Mooreway) - Report of COVID regulations breach.
10. (Warrington Road) - Report of youths gathering breaching COVID regulations.
11. (Warrington Road) - Report of vehicle fly tipping.
12. (Trent Close) - Report of COVID regulations breach.
13. (Deepdale Drive) - Report of COVID regulations breach.

**RAINHILL PARISH COUNCIL - CLERK'S REPORT  
MARCH 2021**

Clerk's Report March 2021

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.

**PART 1 - ACTIONS TAKEN**

**5. CLERKS REPORT**

All actions resulting from resolutions made at the 18<sup>th</sup> January 2021 ordinary meeting have either been completed or are in progress. Additionally, I can report the following:

**5.1 CLERKS HOLIDAYS**

Clerk has taken 4 days annual leave in February leaving 5 days.

**5.2 CORRECTION TO JANUARY MINUTES**

The following corrections should be noted;

Minute number	Payee	Amount	Reason
20.118	Water Plus -Holt	£29.54	Not billed monthly so no DD taken
20.118	Scottish Power	18.00	Actually took 797.60 due to not taking into account a metre reading so is presently in dispute
20:118	Merseyside Pension Fund	324.00 now 307.91	Incorrect % calculated
20:118	K Adamson	TFR477 1061.28 Now 1064.94	As above % calculated incorrectly

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

**5.3 MAINTENANCE OF RAINHILL ECO GARDEN**

A schedule of the maintenance works required for the Eco Garden has not yet been received from St. Helens Council for approval. If figures are available before the meeting they will be provided for approval. The regime is normally the same as last years. Previously, as this is an annual renewal of an existing contract, authority has previously been delegated to the Clerk to renew (min 18.53). Payment notice will be added to the next Parish Council meetings table of payments for authorisation.

**5.4 MERSEY FOREST TREE PLANTING UPDATE**

The Clerk as requested made contact with Mersey Forest to maintain open correspondence. Mersey Forest confirmed it was probably a project for November 2021 and they do have funding to plant whip trees. With regards to standard trees the new round of Northern Forest funding NF2) includes a cost for standard trees where they are associated with whip tree planting. However, there is a match requirement. This could be in kind (as in a maintenance commitment to a pre-determined sum. This is where some ratification by a sub committee

may be required through e.g. a Grant Agreement or landowner agreement if the trees are delivered by a 3rd Party.

**5.5 UPDATE ON DANE COURT**

Dane Court Property Management have confirmed St Helens Council are responsible for the lease to St Council House of the Car Park and service yard details are Date 20th February 2012 Between Dane Court Property Management & St Helens Borough Council Term – 30 Year Clause 5 in Schedule II (The Tenants Covenants) states the tenant shall "keep the premises in repair and good condition and in a clean and tidy condition" The demised premises is "the two car parks .... Shown on the lease plan" – This is the main car park and the service yard. St Helens Council have confirmed they are aware of lease but it comes under car parks. Awaiting update. The majority of fly tipping has now been removed. Dane Court Property Management have requested an extra bin and are obtaining quotes for possible cameras. Regarding keeping bins locked and an enclosure for bins this would create issues as all the retailers pay for their bins individually.

**PART 2 - AGENDA ITEMS – SUPPLEMENTARY NOTES****6. PLANNING APPLICATIONS**

No representation have been submitted.

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/2021/0012/HHPA Single storey rear extension projecting 4.5m from the rear, 4.0m high overall, and 2.4m to the eaves. 591 Warrington Road P/2020/0917/TPO Works to multiple trees covered by a Tree Preservation Order Orchard Dene Craven Road P/2021/0064/HHPA Single storey side extension along with new front entrance and additional velux dormer windows. 2 Eden Close P/2021/0069/COT Works to assorted trees in a conservation area. 27 View Road P/2021/0073/HHPA Single storey side and rear wraparound extension. 100 Deepdale Drive P/2021/0081/CLP Single storey rear extension 20 Norlands Lane P/2021/0095/HHPA First floor side extension including conversion of existing garage to habitable room. 52 Mossdale Drive P/2021/0108/HHPA Single storey side and rear wrap around extension following demolition of existing conservatory. 1 Tarlton Close P/2021/0110/HHPA Detached garage to front. 7 Heyes Mount P/2021/0111/HHPA Demolition of existing detached double garage and rear extension erection of a new rear extension, new entrance and formation of 2 no additional bedrooms along with an integrated garage. 7 Lawton Road P/2021/0117/HHPA Single storey rear extension projecting 4.5m from the rear, 4m high overall and 2.5m to the eaves. 365 Warrington Road P/2021/0132/HHPA Extension of existing dropped kerb 4 Old Lane Rainhill P/2021/0137/S73 Variation of condition 2 on approval P/2017/0959/FUL to alter facing materials, fenestration and roof pitch to plot 1, and introduction of external steps adjacent front entrance. Rocklands House View Road P/2021/0144/HHPA Erection of a 1.8m high boundary fence around side and corner of property to enclose garden. 59 Deepdale Drive

No applications are under discussion by the planning working group.

**7. TO AUTHORISE ACCOUNTS FOR PAYMENT**

Payee	Description	Amount	Ref
<b>March</b>			
K Adamson	Clerk's Salary - March	1064.94	
	Telephone @ 18.99/month	18.99	
	Home Office Allowance	1048.00	
	Printing January meeting	8.93	
	McAfee 12 month subscription	79.99	
		2,220.85	TFR484
Merseyside Pension Fund	LGPS - Mar	320.35	TFR485
HMRC	Tax & NI (Jan - Mar)	431.42	TFR486
Water Plus	Water – Rainhill Park	82.71	STO
Water Plus	Water - Holt Playing Fields	18.99	DD
Corona Energy	Electricity - Holt Playing Fields	17.14	DD
Scottish Power	Electricity - Rainhill Park	In dispute	DD
Unity Trust Bank	Bank Charges	18.00	DD
<b>April Scheduled Payments</b>			
K Adamson	Clerks Salary - April	1080.27	TFR487
	Telephone @ 18.99/month	18.99	TFR487
Merseyside Pension Fund	LGPS-April	324.00	TFR488
Water Plus	Water - Rainhill Park	82.71	STO

Water Plus	Water - Holt Playing Fields	18.99	DD
Corona Energy	Electricity - Holt Playing Fields	17.14	DD
Scottish Power	Electricity - Rainhill Park	TBC	DD
St Helens Council	Lease - Amanda Road Playground	0.50	TFR489
St Helens Council	Lease - Ivy Farm Road Playground	0.50	TFR490
St Helens Council	Lease - Swan Farm Gardens	1.00	TFR491
St Helens Council	Lease - Rainhill Park	4.00	TFR492
LDS Ltd	Annual Report Distribution	630.00	TFR493
EWS Colour Print	Design & Printing of Annual Report	1145.00	TFR494
<b>S.137 Payments</b>			
CPRE	Donation?	25.00	TFR495
CPRE	Annual Membership	36.00	TFR496

**The Council should consider approving the above payments.**

**INCOME**

INCOME	DESCRIPTION	AMOUNT
<b>FEBRUARY 2021</b>		
4F Centre	Repayment of Insurance Premium	710.24

**For information only**

**8. TO APPROVE MEMBERSHIP OF CPRE**

Notice has been received for renewal of membership of the Campaign to Protect Rural England. 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.**

**9. TO APPROVE ANNUAL SUBSCRIPTION TO NALC/ LALC**

The yearly subscription to NALC and LALC will soon be due. Last year the subscription to NALC & LALC totalled £1159.04. I have received this year's invoice and the subscription to NALC will be £884.76 and the subscription to LALC will be £471.90; contribution to area secretary of £15.00; and 3 copies of Local Council Review Magazine at £51.00 less LALC subsidy re 2021-22 final invoice totalling £1,153.18

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

**10. TO CONSIDER THE CLERKS MEMBERSHIP TO SLCC**

The Clerk's membership of the Society of Local Council Clerks (SLCC) is due for renewal on 1<sup>st</sup> April 2021. The membership subscription is based on the Clerk's Gross Annual salary so £166 Annual Subscription. I would recommend membership of SLCC, as their advice can be very helpful.

**The Council should consider approving SLCC membership.**

**11. TO CONSIDER MALCS REQUEST TO MEET OR DISBAND**

The Acting Secretary for MALC and also elected member at Halewood Town Council contacted the Clerk to ascertain the interest in continuing with the representative body MALC (the Merseyside Association of Local Councils). This body – a satellite of the Lancashire Association of Local Councils – has drifted over the past 18 months due to the ill health and the subsequent passing of its former secretary, they had been a champion of MALC for many years and was known to many. Historically, MALC has provided a forum for small councils across Merseyside to raise the profile of our area at both a Lancashire-level and through NALC. However, it has very much been a member-led body (rather than clerk-led) and we must therefore decide whether there is sufficient interest among Town Councillors in maintaining it as an outside body. Town Clerk at Prescott Town Council, hosted a short but useful meeting for interested members on Wednesday January 27th. There were 6 elected members present (5 from Knowsley and 1 from Sefton) with one apology. As a next step, it was proposed that an Acting Secretary was appointed who would formally write to Parish/Town Councils to ascertain interest and either convene a meeting schedule for 2021/22 or disband the body

**The Council should consider the Clerk to reply of convene a meeting schedule or disband**

**12. TO CONSIDER ADOPTION OF SOCIAL MEDIA POLICY**

It has previously been requested and agreed for a Social Media Policy to be brought forward for consideration. A policy was presented in January 2021 for consideration and required a couple of design alterations. The amended version of the Social Media Policy is now attached at appendix 1 for consideration. There is no statutory review period for this policy, a four-year review period is suggested.

**The Council should consider adopting the Social Media Policy attached at appendix 1**

**13. TO CONSIDER THE REQUEST TO USE ALBERT FELLOWES PARK**

Rainhill Sports Academy/Rainhill Football Academy would like to be considered for a lease on the area of Albert Fellowes Park, behind the Nursery and next to the scout hut. This will be used for small group and 1-2-1 football sessions during the summer months (covid restrictions permitting).

**The Council should consider approving use of the space and consider level of fees**

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

Unfortunately, a quote has not been obtained from St. Helens Council to refill and maintain 13 barrier baskets for summer/winter season for 2021/22. Last year the cost was £4,063.28 +VAT = £4875.94

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

Alternatively, provided that the final total is within 5% of last years figure before VAT (£4266.44 or less) are members happy to delegate authorisation of payment to the Clerk in consultation with the two authorising members?

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.

**The Council should consider if 13 barrier baskets are to be refilled for the 2021/22 season.**

**15. TO CONSIDER REPLACING THE EMERGENCY LIGHTING AT ALBERT FELLOWES CHANGING FACILITIES**

Further to CC Elec Ltd carrying out necessary safety testing they reported the lighting periodic unfortunately completed as 'Unsatisfactory'. X1 emergency fitting failed the 3hr standby test (Visiting team left hand side changing room). A Quote has been received to replace fitting with new, £65.00 plus VAT. CC Elec Ltd have discussed about the benefit of replacing all 5 fittings in the changing rooms, as each year the fittings seem to just scrape through the 3hr test. If all 5 fittings were to be replaced with new at the same time, CC Elec have quoted for £240.00 plus VAT. It is advised that the emergency fittings are replaced every 3 years, where these fittings are still original to the building refurbishment.

**The Council should consider if one or all 5 fittings should be replaced and approve cost.**

**16. TO CONSIDER THE ACTION REQUIRED TO THE ENTRANCE OF DOG EXERCISE AREA**

2 Quotes have been received a third for the sponge matting has not been possible due to travel restrictions due to Covid.

1st Quote

Provide and lay grass grid base mats. Dig out entrance 1.5m x 1.5m and internal area 3.5m x 1.5m to gate to a depth of approx. 100mm. Level with chippings. Insert grass grids and level surface with gravel. Compact area and remove any waste.  
£680.00

2nd Quote

Provide and lay the grass matting and pegs to secure in place, the digging out of the area to lay, the laying itself and pegging down and then laying of any soil needed and grass seed.  
£124.40

**The Council should consider which quote it would accept. If accept none then the Council should consider what alternative action it would like to approve.**

**17. TO CONSIDER GRIT BINS FOR WINTER 2021/2022**

Requests for grit bins have been received from residents. Are there alternatives are there to bins, such as supplying bags of grit at certain locations for residents to use during winter months. No costs have been received. The following to be considered Maintenance, security, initial and ongoing costs etc if bins or bags are selected.

**The Council should consider if quotes are to be obtained.**

**18. TO CONSIDER KEEP BRITAIN INITIATIVE 28<sup>TH</sup> MAY – 13<sup>TH</sup> JUNE 2021**

The Keep Britain initiative runs from 28<sup>th</sup> May 2021 to 13<sup>th</sup> June 2021. How would the members suggest to get involved and to publicise? Can the initiative link into setting up a ongoing litter squad.

**The Council should consider how to participate and publicise and who will form the group of litter pickers and the logistics**

**19. TO CONSIDER PARISH COUNCIL / LOCAL AUTHORITY COMMUNICATION**

A calendar of meetings, three sessions per annum, for all Parish Council Chair's and Clerks to attend have now been confirmed. This will give the opportunity to ask questions and be given regular updates on issues such as the Budget, the Borough Plan's and other hot topics. The dates have been confirmed as Thursday 25/03/21, Thursday 29/07/21 and Thursday 25/11/21

**The Council should consider if it wishes to take any questions to the first meeting.**

**20. TO CONSIDER THE FEASIBILITY OF THE QUEENS ANNIVERSARY CELEBRATION**

The Queen's Platinum Jubilee 2022 Celebrating the Queen's 70th year as Monarch The UK will celebrate the Queen's 70th anniversary as monarch from Thursday, 2nd June 2022 to Sunday, 5th June 2022. In order to consider what form this event might take it is recommended that a Queens Jubilee working party is established.

**The Council should consider establishing a Queens Platinum Jubilee Working Group, agreeing its membership and date of first meeting.**

**21. TO CONSIDER THE PLACING OF A MEMORIAL STONE**

Due to the loss and sacrifice of Rainhill residents during Covid would the members consider placing a simple memorial stone. The placing and costs of a simple stone would need to be considered.

**The Council should consider if it wishes to obtain quotes for a memorial stone**

**22. TO CONSIDER A PARISH COUNCIL CHRISTMAS CALENDAR**

Members should consider if it wishes to produce a Christmas calendar. Thought should be given to where the 3 quotations should be obtained from and who would manage the production and sales/distribution.

The Council should consider if it wishes to proceed with the production of a Christmas calendar.

**23. TO CONSIDER CELEBRATING RAINHILL RESIDENTS 100TH BIRTHDAYS**

Members should consider if every Rainhill residents 100th birthday should be celebrated. The members would be required to consider the logistics, diary administration who would take responsibility and how they would celebrate each individuals birthday and any costs involved.

**The Council should consider if it wishes to adopt idea of celebrating residents 100<sup>th</sup> birthdays**

**24. TO CONSIDER RESIDENTS COMMENTS AND COMPLAINTS**

The Clerk has dealt with recycling enquiries if anyone would like further details please ask.

**25. TO RECEIVE REPORTS FROM MEMBER REPRESENTATIVES ON LOCAL ORGANISATIONS FOR INFORMATION ONLY**

- 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

**26. SUGGESTED ITEMS FOR NEXT AGENDA**

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

**For information only.**

**27. DATE AND TIME OF NEXT MEETING**

Annual Parish Meeting 21st April 2021, 7.30pm.  
AGM and Ordinary Meeting 10<sup>th</sup> May 2021, 7.30pm





# Social Media Policy

Adopted on:

Minute No:

March 2021

## Rainhill Parish Council – Social Media Policy

### 1. Policy statement

- 1.1. This policy is intended to help make appropriate decisions about the use of social media such as blogs, social networking websites, forums, message boards, or comments on web-articles, including but not limited to Twitter, Facebook, Instagram and LinkedIn.
- 1.2. This policy outlines the standards required of employees, members and volunteers to observe when using social media, the circumstances in which the use of social media will be monitored and the action to be taken in respect of breaches of this policy.

### 2. The scope of the policy

- 2.1. All employees, volunteers and members are expected to always comply with this policy to protect the privacy, confidentiality, and interests of Rainhill Parish Council.
- 2.2. Breach of this policy by employees/members may be dealt with under our Grievance Procedure and, in serious cases, may be treated as gross misconduct leading to summary dismissal.

### 3. Responsibility for implementation of the policy

- 3.1. The Parish Council has overall responsibility for the effective operation of this policy.
- 3.2. The clerk is responsible for monitoring and reviewing the operation of this policy and making recommendations for changes to minimise risks to our work.
- 3.3. All employees, volunteers and members should ensure that they take the time to read and understand it. Any breach of this policy should be reported to the Chair and Deputy Chair of the Parish Council.
- 3.4. Questions regarding the content or application of this policy should be directed to the Chair and Deputy Chair of the Parish Council.

### 4. Using social media sites in our name

- 4.1. All councillors and the Clerk are permitted to post material on a social media website in the Parish Council's name and on our behalf.

### 5. Using social media

- 5.1. We recognise the importance of the internet in shaping public thinking about our Parish Council and community. We also recognise the importance of our employees, volunteers and members joining in and helping shape local government conversation and direction through interaction in social media.
- 5.2. Before using social media on any matter which might affect the interests of the Parish Council you must:
  - a) have read and understood this policy; and
  - b) employees, volunteers and councillors must have sought and gained prior approval from the majority of the The Parish Council.

### 6. Rules for use of social media

Whenever you are permitted to use social media in accordance with this policy, you must adhere to the following general rules:

- 6.1. Do not upload, post, forward or share a link that contains any abusive, obscene, discriminatory, harassing, derogatory or defamatory content.
- 6.2. Any employee, volunteer or member who feels that they have been harassed, bullied, or are offended by material posted or uploaded by a colleague onto a social media website should inform the Chair and Deputy Chair of the Parish Council.

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## Rainhill Parish Council – Social Media Policy

3. 6.3. Never disclose commercially sensitive, personal private or confidential information. If you are unsure whether the information you wish to share falls within one of these categories, you should discuss this with the Chair and Deputy Chair of the Parish Council.
4. 6.4. Do not upload, post, forward or share any content belonging to a third party unless you have that third party's consent.
5. 6.5. Before you include a link to a third-party website, check that any terms and conditions of that website permit you to link to it.
6. 6.6. When making use of any social media platform, you must read and comply with its terms of use.
7. 6.7. Be honest and open but be mindful of the impact your contribution might make to people's perceptions of the Parish Council.
8. 6.8. You are personally responsible for content you publish into social media tools.
9. 6.9. Do not escalate heated discussions, try to be conciliatory, respectful and quote facts to lower the temperature and correct misrepresentations.
10. 6.10. Do not discuss employees without their prior approval.
11. 6.11. Always consider others' privacy and avoid discussing topics that may be inflammatory e.g., politics and religion.
12. 6.12. Avoid publishing your contact details where they can be accessed and used widely by people you did not intend to see them, and never publish anyone else's contact details.

### 7. Monitoring use of social media websites

1. 7.1. Employees should be aware that any use of social media websites (whether or not accessed for council purposes) may be monitored and, where breaches of this policy are found, action may be taken against employees under our Grievance procedure.
2. 7.2. Misuse of social media websites can, in certain circumstances, constitute a criminal offence or otherwise give rise to legal liability against you and the Parish Council.
3. 7.3. A serious case of uploading, posting forwarding, posting and sharing a link to any of the following types of material on a social media website, whether in a professional or personal capacity, will amount to gross misconduct (this list is not exhaustive):
  1. a) pornographic material (that is, writing, pictures, films and video clips of a sexually explicit or arousing nature).
  2. b) a false and defamatory statement about any person or organisation.
  3. c) material, which is offensive, obscene, criminal, discriminatory, derogatory or may cause embarrassment to the Parish Council, members, or our employees.
  4. d) confidential information about the Parish Council or anyone else.

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5. e) any other statement which is likely to create any liability (whether criminal or civil, and whether for you or the Parish Council);
6. f) material in breach of copyright or other intellectual property rights, or which invades the privacy of any person.
4. Any such action will be addressed under the Grievance Procedure and for employees may result in summary dismissal.
  - 7.4. Where evidence of misuse is found we may undertake a more detailed investigation in accordance with our Grievance Procedure, involving the examination and disclosure of monitoring records to those nominated to undertake the investigation and any witnesses or managers involved in the investigation. If necessary, such information may be handed to the police in connection with a criminal investigation.
5. 7.5. If you notice any use of social media by other employees, members or volunteers in breach of this policy, please report it to the Chair and Vice Chair of the Parish Council.

### 8. Monitoring and review of this policy

- 8.1. The Clerk shall be responsible for reviewing this policy to ensure that it meets legal requirements and reflects best practice.

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