

Rainhill Parish Council

Clerk to the Council:
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9th January 2023

Dear Councillor,

You are summoned to attend the Ordinary meeting of the Parish Council to be held on Monday 16th January 2023, in the Teak Hall at the Village Hall, commencing at 7.30pm. Due to the village hall front door having to be locked whilst the meeting takes place this will be done at 7.25pm to enable the meeting to start on time.

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 sincerely

A handwritten signature in black ink, appearing to read 'K E Adamson', is written over a light grey rectangular background.

K E Adamson
Clerk to Rainhill Parish Council



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RAINHILL PARISH COUNCIL AGENDA
16TH JANUARY 2023

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 Finance Meeting held on 14th November 2022 & Ordinary Meeting held on 19th December 2022
4. To receive Police monthly statistics for December – 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 the quarterly budget report and bank reconciliation
9. To approve the annual report timetable
10. To approve future meeting dates
11. To consider membership of society of local council clerks
12. To discuss alternatives to Christmas Tree
13. To consider BT phone box
14. To receive reports from member representatives on local organisations
15. To consider residents comments and complaints
16. To consider Future agenda items for information only
17. Date and time of next meeting for information only
18. Exclusion of the Public
19. To set a precept for 2023/2024.

RAINHILL PARISH COUNCIL – MINUTES 19th December 2022

At a meeting of the Parish Council held at 7.30pm on Monday 19th December 2022 at Rainhill Village Hall, the following were present:

Cllrs: G. Ward, (Chair), I. Brown, A. Daniels, D. Hendrick, S. Rutherford, , J. Tasker, J. Woodhouse.

0 members of the public were present.

20.966 DECLARATIONS OF INTEREST

No declarations of interest were made

20.967 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs: S. Barlow, G. Barker, D. Greaves, A.V Howitt, M. Jones, K. Stevenson, W. Williams.

20.968 MINUTES OF THE ORDINARY PARISH COUNCIL MEETING

To consider and approve the minutes of the Ordinary Meeting held on 10th October 2022

Resolved that the minutes should be approved and signed by the Chair as a correct record.

20.969 TO RECEIVE MERSEYSIDE POLICE MONTHLY STATISTICS REPORT

To receive the police reports for October & November. Chair noted the ASB down on both months.

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

20.970 TO NOTE THE CONTENTS OF THE CLERK'S REPORT

The Chair thanked all concerned for the very successful Christmas light switch on.
It was resolved that the contents of the Clerk's report be noted.

20.971 TO CONSIDER PLANNING APPLICATIONS

The following applications have been assessed and comments submitted as indicated:

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/2022/0692/HHFP Part two storey, part single storey side/rear extension. 31 Stephenson Grove
- P/2022/0694/HHFP Demolition of existing conservatory and replacement with single storey rear extension 18 Alness Drive
- P/2022/0698/CLP Certificate of lawfulness for the proposed erection of single storey side extension 12 Dorgan Close
- P/2022/0700/HHPA Single storey rear extension projecting 5.4m from the rear, 3m high overall and 2.55m to the eaves 7A Owen Road
- P/2022/0701/FUL Change of use from dwelling (C3) to Childrens Home (C2) for 1no young person 96 Sandhurst Road
- P/2022/0728/HHFP Single storey rear extension following demolition of existing conservatory. 60 Ashton Avenue
- P/2022/0741/HHFP Single storey side extension linking into existing detached garage which is to be converted to a habitable room. 76 School Lane
- P/2022/0754/HHFP Two storey front and rear extension, with single storey rear extension. 26 The Meadows
- P/2022/0786/FUL Erection of a 2.4m high paladin fencing St Bartholomews Catholic Primary School School Lane
- P/2022/0787/HHFP Retention of outbuilding for home working use. 118 Holt Lane

RAINHILL PARISH COUNCIL – MINUTES
19th December 2022

P/2022/0798/HHFP External insulation system on property with white-coloured rendering. 23 St Davids Close
P/2022/0799/HHFP Two storey side extension, single storey rear extension, alterations to the existing front elevation incorporating 2no dormer windows, 2no bow windows, 1no bullseye window, and materials, detached garage, and a replacement 1.8m front boundary wall and gates. 103 Rainhill Road
P/2022/0804/HHFP Single storey side extension, partial garage conversion and new roof, along with double fronted driveway and extended drop kerb. 6 Oakston Avenue

Comments/objections have been submitted on the following applications

P/2022/0715/FUL Erection of a convenience store with parking, landscaping and associated infrastructure. Land And Passageway Between 637 And 639 Warrington Road

The Council noted the actions taken.

20.972 TO AUTHORISE ACCOUNTS FOR PAYMENT

PAYEE	DESCRIPTION	AMOUNT	REFERENCE
December 2022			
Water Plus	Water – Albert Fellowes 76.80 + 15.36 vat	92.16	DD
Water Plus	Water – Holt 34.54+ 4.09 VAT	38.63	DD
Corona	Electricity - Holt Playing Fields	TBC	DD
Scottish Power	Electricity - Rainhill Park 504.65+26.57vat	531.22	DD
K Adamson	Clerks Salary December included 9 months backpay(April-Nov) due to local government pay award	2037.87	TFR607
	Telephone (15.83 + 3.16 vat)	18.99	
	Mileage End of September – Dec	76.05	
	Printer Ink 7.25 + 1.45 VAT	8.70	
	Total	2141.61	
Merseyside Pension Fund	LGPS – December	394.32	TFR608
HMRC	TAX & NI for October -December	649.45	TFR609
Unity Trust	Bank Charges	18.00	SO
S.137 Payment			
St Bartholomews School	Donation Christmas Lights Switch On	100.00	TFR610
Rotary Club Rainhill	Donation Christmas Lights Switch On	100.00	TFR611
Rainhill Luncheon Club	Donation	300.00	TFR606

It was resolved that the items were approved for payment.

INCOME	DESCRIPTION	AMOUNT

Information noted.

RAINHILL PARISH COUNCIL – MINUTES
19th December 2022

20.973 TO REVIEW THE EFFECTIVENESS OF INTERNAL AUDIT SYSTEMS AND CONTROLS AND APPOINT AN AUDITOR

Resolved that the Council has considered the ‘review of effectiveness’ and has not identified any concerns arising from this. The Effectiveness of Internal Audit and Controls, and Testing of Key Internal Controls documents are approved. The Council appointed Hazel Broatch to undertake internal audit for 2022/23.

20.974 TO CONSIDER THE PROVISION OF AN OUTDOOR WASHING FACILITY

Members agreed to adjourn until next meeting.

20.975 TO CONSIDER THE RECENT ST HELENS COMMUNITY GOVERNANCE REVIEW CONSULTATION

Resolved for Cllr Tasker to forward a paragraph to the Clerk to submit via email.

20.976 TO CONSIDER THE BT PHONE BOX

Resolved members to agree a recommendation at the next meeting.

20.977 TO CONSIDER A REQUEST FOR A GRANT FROM RAINHILL HI NOTES MINIS & RAINHILL HI NOTES COMMUNITY CHOIR.

Members agreed to award a £300 grant

20.978 TO RECEIVE REPORTS FROM MEMBER REPRESENTATIVES ON LOCAL ORGANISATIONS

- a) **Public Open Spaces**
Cllr Tasker confirmed a meeting is being held on 21.12.22 with St Helens Council to discuss the proposed open spaces maintenance charges.
- b) **Village Hall Management Committee**
Next Meeting is in January.
- c) **Rainhill Railway & Heritage Society**
An email was received from the society making the PC aware there are 2 representatives, and they only require one. Cllr Ward has offered to stand down but shared disappointment as all the support had been received positively.
- d) **Merseyside Assoc. of Local Councils**
Meetings have now been scheduled.
- e) **Rainhill Gala**
The Gala is to go ahead next year with the next meeting to take place in January.
- f) **4F Centre**
Nothing to report.
- g) **Monthly Market**
On hold

The updates were noted.

20.979 TO CONSIDER RESIDENTS COMMENTS AND COMPLAINTS

Cllr Tasker reported the train issues are not just affecting Rainhill but all of the North. Correspondence has taken place several times with Metro Mayor Steve Rotherham raising the issues and concerns. It was hoped to have been resolved before the end of the year, but recent industrial action and staff shortages have had an impact. Unfortunately, it is outside of the control of the Parish Council.

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

RAINHILL PARISH COUNCIL – MINUTES
19th December 2022

20.980 TO DISCUSS FUTURE AGENDA ITEMS

Outdoor Washing facility. Phone Box.

20.981 DATE & TIME OF NEXT MEETING

It was resolved that the next meeting will be on 16th January 2023 starting at 7.30pm the venue being Rainhill Village Hall

20.982 EXCLUSION OF THE PUBLIC

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

<u>Minute</u>	<u>Reason (under the Local Government Act 1972)</u>
20.983 & 20.984	Exempt information concerning the financial or business affairs of any particular person (Para 3 of Schedule 12a).

20.983 TO RECEIVE RECOMMENDATIONS FROM GOOD CITIZENSHIP AWARDS PANEL

Resolved that the recommendations of the Good Citizenship Award Working Group be approved and that the Clerk notify the successful nominees. The Awards Evening was set for Saturday 4th February 2023. With the same format as the previous GCA event.

20.984 TO CONSIDER THE OUTCOME OF THE CLERK'S APPRAISAL

Resolved that, following the Clerk's appraisal and subsequent discussion by Council members, the Clerk will be awarded two salary point increments to be implemented in January pay run. Therefore, the Clerk will progress to salary scale point 28, in accordance with the written terms and conditions of employment.

The meeting closed at 8.20pm

Chair of the Parish Council
16th January 2023

Area: Rainhill D24
 Month: December 2022

	2021	2022	Diff	%	
Burglary Business & Community	1	0	-1	-100	1. (MILL LANE) unknown offender has gained entry to shed and attempted to steal wheel barrows that are chained up
Burglary Residential	1	1	0	0	
Criminal Damage	2	5	3	150	1. (WENSLEYDALE AVE) unknown offenders have stolen plant pots and have ripped out the plants 2. (WARRINGTON ROAD) youths in the beer garden refusing to leave and have burnt a seat 3. (COYLTON AVE) graffiti on wall and footballs thrown at the home 4. (LONGTON LANE) vehicle damaged by unknown implement 5. (MILL LANE) front door was kicked and damaged caused
Drugs	1	2	1	100	1. (LINCOLN WAY) vehicle stopped after driving erratically and found to be in possession of drugs 2. (LONGTON LANE) police respond to a concern for welfare, bedroom searched and drugs found
Other Theft	9	3	-6	-66.7	1. (WENSLEYDALE AVE) unknown offenders have stolen plant pots and have ripped out the plants 2. (WARRINGTON ROAD) wheelie bin stolen 3. (WARRINGTON ROAD) theft from employer
Public Order	9	5	-4	-44.4	1. (DUNBEATH AVENUE) students gathering in alleyway after school 2. (NORBURY FOLD) road rage incident 3. (WARRINGTON ROAD) youths in the beer garden refusing to leave and shout at staff 4. (FOXES BANK LANE) land owner dispute 5. (WARRINGTON ROAD) youths in the beer garden refusing to leave and shout at staff
Robbery Business	0	0	0	0	
Robbery Personal	2	0	-2	-100	
Theft Bike	0	0	0	0	
T.F.M.V.	3	2	-1	-33.3	1. (LINKWAY) damage caused to van in attempt to open, unsuccessful and nothing taken 2. (SANDHURST ROAD) parcels stolen from delivery van
Theft Shop	1	1	0	100	1. (WARRINGTON ROAD) offender takes items costing £20 from shop
T.O.M.V.	1	1	0	100	1. (CHAPEL LANE) car reported as stolen, later found to have rolled into a bush
Vehicle Interference	0	0	0	0	
Total	30	20	-10	-33.3	
ASB	7	6	-1	-14.3	

Brief description of ASB in December 2022

1. **(TWO BUTT LANE)** quad bikes on playing field
2. **(WARRINGTON ROAD)** youths in beer garden refusing to leave
3. **(WARRINGTON ROAD)** youths in beer garden refusing to leave
4. **(WARRINGTON ROAD)** youths in beer garden refusing to leave
5. **(WARRINGTON ROAD)** youths in beer garden refusing to leave
6. **(DUNBEATH AVE)** students in alleyway after school causing nuisance

RAINHILL PARISH COUNCIL - CLERK'S REPORT JANUARY 2023

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 19th December ordinary meeting have either been completed or are in progress. Additionally, I can report the following:

5.1 GOOD CITIZENSHIP AWARDS

- Recipients have accepted the award this year: Laura Crowther, Anne Murray, June Mansfield, Catherine Fairhurst, Ann Deans, Carole Lowey, Tess Clancy, Sharon Cook, Sue Moore, Laura Tobin, Vicky Taylor, Neil Rynn, Delphine Corcoran, Gordon Lowe, James Gumley, Noel Lee, Harold Scothern, Joan Brown, Mary Rush, Alice Fletcher, Rob Owens

The presentation evening will take place on Saturday 4th February in the Oak Room. Attendees are being asked to arrive from 7:00pm with the presentations starting as soon as possible after 7.30pm.

Twenty One plaques have been ordered at a cost of £33 each, the invoice is included in the table of payments for authorisation, as it will become payable during February. The Clerk will organise refreshments, PA system and decorations - the balloon company has provided a cost for decorations confirmed in the payments for authorisation table.

Members should authorise payment for the plaques.

5.2 CLERKS HOLIDAYS

The Clerk is planning to take leave 13th – 16th February 2023 (4 days) back in work 20th February. Require a volunteer to be main contact during my absence.

5.3 ADDITIONAL BANKING SIGNATORIES

3 additional signatories have now been added to the Bank Account – Cllrs Barker, Jones and Ward

PART 2 - AGENDA ITEMS – SUPPLEMENTARY NOTES

6. PLANNING APPLICATIONS

The following applications have been assessed and comments submitted as indicated:
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/2022/0849/FUL Demolition of existing detached workshop and the erection of 1no detached dwelling with associated access and landscaping works Ashfield Norlands Lane
- P/2022/0866/HHFP Erection of a two-storey front extension with a porch, single storey side extension to form garage and render to front elevation. 10 Fairlie Drive
- P/2022/0867/OUP Outline application for the creation of 5no dwellings with some matters reserved except access, appearance, layout and scale. Land Adjacent To 25 Sandstone Close

An objection has been submitted to the following applications:

- P/2022/0852/FUL Installation of 'parcel locker' at front of premises. Co-Op 580 - 598 Warrington Road

The Council should note the actions taken.

7. TO AUTHORISE ACCOUNTS FOR PAYMENT

Payee	Description	Amount	Ref
K Adamson	Telephone @ £18.99/month	18.99	
	Clerk's Salary – Jan	1257.48	
	2023 Diary	4.00	
	Microsoft Annual Subscription	79.99	
	Refreshments GCA	200.00	
	Table Covering Roll GCA 10.82+2.17 vat	12.99	
	TOTAL		TFR612
Merseyside Pension Fund	LGPS – Jan	394.32	TFR613
Water Plus	Water - Rainhill Park	92.16	STO
Water Plus	Water Holt Playing Fields 34.26+4.05 vat	38.31	DD
Corona Energy	Electricity - Holt Playing Fields	TBC	DD
Scottish Power	Electricity - Rainhill Park	531.22	DD
S.137 Payments			
Hi Notes	Grant awarded	300.00	TFR614
FEBRUARY			
K Adamson	Clerk's Salary – Feb	1257.48	
	Telephone @ £10.50/month	10.50	
	TOTAL	1267.98	TFR615
Merseyside Pension Fund	LGPS – Feb	394.32	TFR616
Water Plus	Water - Rainhill Park	92.16	STO
Water Plus	Water - Holt Playing Fields	TBC	DD
Corona Energy	Electricity - Holt Playing Fields	TBC	DD
Scottish Power	Electricity - Rainhill Park	TBC	DD
S.137 Payments			
MMA Recognition Plaques	Good Citizenship Award Plaques	693.00	TFR617
Forget me Not Balloons	GCA	119.79	TFR618

The Council should consider approving the above payments.

INCOME

INCOME	DESCRIPTION	AMOUNT

For information only

8. TO APPROVE THE QUARTERLY BUDGET REPORT AND BANK RECONCILIATION

A quarterly budget report and bank reconciliation is attached at appendix 1, to provide an update on the financial position to the end of December 2022. An explanation of expenditure in relation to the budgeted figure and the reason for any major variance is also included. A bank reconciliation has been prepared for signing by the Chair, copy also attached at appendix 1.

There are no significant overspends at present.

If members wish to email any questions in advance of the meeting, I would be happy to prepare a response in time for the meeting.

The Council should note the current budgetary position, approve the report and approve the bank reconciliation for signing by the Chair.

9. TO APPROVE THE ANNUAL REPORT TIMETABLE

The Annual Parish Meeting is to be held on 19th April 2023, it is hoped that the Annual Report will be delivered to every household one week prior to the meeting. An indicative schedule is included below. Details of timescales have been confirmed with the printers, and the delivery firm. A quote has been obtained for 5,050 copies £1,230.00 + artwork costs which were £50.00 last year. As previously agreed by Members delivery will be made by members. members should consider approving this expenditure. A draft schedule would be as follows:

Draft required by printers for layout, etc.	10th March	(1 week to format and proof)
Print version reading for printing	17th March	(1 week to print)
Receipt of printed report to Parish Council.	27th March	(4/5 delivery days)
Delivery of annual report complete by	12th April	(one week before APM)
Annual Parish Meeting	19th April	

The above schedule may be subject to minor amendment which will be circulated to members of the editorial group if necessary. Could a meeting date with the members of the editorial group be agreed please?

The schedule should be noted and expenditure approved, and date for first meeting of editorial group agreed.

10. TO APPROVE FUTURE MEETING DATES

The following dates are proposed to be published in the 2023 Annual Report (all Mon unless stated otherwise):

Annual Parish Meeting Wed 19th April 2023(already booked /approved)
APCM 15th May 2023 (already booked/ approved)
12th June 2023
24th July 2023
11th September 2023
9th October 2023
Finance Working Group 13th November 2023
11th December 2023
15th January 2024
4th March 2024

Clerk's Report January 2023

The following dates will not be published in the 2023 Annual Report:
2024 Annual Parish Meeting Wed 17th April 2024
2024 Annual Parish Council Meeting 13th May 2024

The Council should consider approving these dates.

11. TO CONSIDER MEMBERSHIP OF SOCIETY OF LOCAL COUNCIL CLERKS

The Clerk's membership of the Society of Local Council Clerks (SLCC) is due for renewal on 1st April 2023. The membership subscription is based on the Clerk's Gross Annual salary so this would be a £161 Annual Subscription. I would recommend membership of SLCC, as their advice can be extremely helpful.

The Council should consider approving SLCC membership.

12. TO DISCUSS ALTERNATIVES TO CHRISTMAS TREE FOR 2023

This item has been included to allow a discussion of ideas

The Council should discuss and consider options.

13. TO CONSIDER THE BT PHONE BOX

This has been an item on previous agendas and at the December meeting it was agreed to be included in this meeting for a final decision to be made.

The Council should consider making a final decision on the future of the phone box.

14. 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
- g) Monthly Market

15. TO CONSIDER RESIDENTS COMMENTS AND COMPLAINTS

16. TO DISCUSS FUTURE AGENDA ITEMS

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

For information only.

17. DATE AND TIME OF NEXT MEETING

6th March 2023
Annual Parish Meeting 19th April 2023

18. EXCLUSION OF THE PUBLIC

Recommended that the public be excluded from the meeting during consideration of the following items for the reason stated:
Item 19 Reason (under the Local Government Act 1972)
Exempt information concerning the financial or business affairs of any particular person (Para 3 of Schedule 12a).

PRIVATE AGENDA

19. TO SET A PRECEPT FOR 2023/24

The Council should determine the Precept for 2023/24.

BANK ACCOUNTS / BANK RECONCILIATION

BANK RECONCILIATION AS AT 31 DEC 2022:-

BALANCE B/F:	112062.49	CURRENT ACCOUNT BALANCE	97254.29
plus		plus	
TOTAL RECEIPTS	72329.35	TSB HOLDING ACCOUNT	36000.00
less		less	
TOTAL PAYMENTS	51137.55	UNPRESENTED CHEQUES	0.00
BALANCE <i>c/f</i>	<u>133254.29</u>		<u>133254.29</u>

Meeting held on 16th January 2023

Chair

Item of Expenditure	Budget for this period	Actual Spend to date	Budget for 2022/2023	Variance from Budget (£)	Variance from Budget (%)	Explanation for Major Variances
1. Association of Local Councils	990	1,332	1,320	342	35	The total amount is paid in April
2. Wages/Salaries - Gross	11,624	12,647	15,498	1,023	9	
3. Employer NI & Pension Payments	3,750	2,903	5,000	-847	-23	
4. Administration	3,428	3,490	4,570	62	2	
5. Insurance	1,350	1,807	1,800	457	34	premium paid in lump sum
6. Public Open Spaces	21,001	3,265	28,000	-17,736	-84	differ due to maintenance costs from St HMBC transfer to RPC
7. Rainhill Village Hall	8,771	6,259	11,695	-2,512	-29	Balances at year end
8. Contingency	3,750	0	5,000	-3,750	-100	
9. Environmental Improvements (+S137)	15,000	9,664	20,000	-5,336	-36	Environmental projects ongoing
10. Election Expenses/Reserves	3,750	6,321	5,000	2,571	69	
11. Good Citizenship Award	750	0	1000	-750	-100	Expense is due in February/march
12. Charter Mark/Publicity	1,500	1,800	2,000	300	20	
13. Website Improvements	450	349	600	-101	-22	
14. Development Reserves	750	0	1,000	-750	-100	
15. VAT	2,625	1,916	3,500	-709	-27	
Totals to Dec 2022	£79,489	£51,753	£105,983	-£27,736		

Income April - Dec 2022

Remitter	Precept	Pitch Hire	Other	TOTAL INCOME	VAT Refund	Explanation
14/04/2022 St Helens Council	34,170			34,170		Precept Part 1 of 2
14/04/2022 Cookhouse			250	250		Donation
26/05/22 HMRC				-	2,148	VAT Refund
16/06/22 St Helens Council	34,170			34,170		Precept Part 2 of 2
06/07/22 UK Accommodation			100	100		Donation for flower planting
25/08/22 Rainhill Town FC		329		329		Pitch Hire Fees (PHF) 1 of 3 payments
05/08/22 Rainhill Rockets JFC		361		361		
09/10/22 4F Centre			801	801		Insurance premium reimbursement
Totals to Dec 2021	£68,340	£690	£1,151	£70,181	£2,148	