

RAINHILL PARISH COUNCIL AGENDA
21st January 2019

1. To receive apologies for absence
2. To receive declarations of interest from members
3. To consider and approve the minutes of the Ordinary Meeting held on 10th December 2019
4. To receive Police monthly statistics report – 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/2018/0863 - 43 St James Road, works to trees covered by a tree preservation order to prune branches to 1no beech.
 - P/2018/0869 - 108 Ashton Avenue, works to trees covered by a tree preservation order to 1no. sycamore (T17) to crown reduce by 10% and prune.
 - P/2018/0887 - 14 View Road, demolition of existing garage and erection of a two storey side extension, single storey rear extension along with loft conversion.
 - P/2018/0897 43 The Meadows Demolition of existing side extension and erection of a single storey side extension.
 - P/2018/0906 85 Ashton Avenue First floor balcony with balustrade and replacement of first floor window with door to rear elevation.
 - P/2019/0007 27 View Road Works to assorted trees in a conservation area (T1,T2,T3 G1).
 - P/2018/0877 - 411 Warrington Road, two storey side extension.
 - P/2018/0846 - 3 Elderswood, two storey rear extension.
7. To authorise the accounts payable (list included in report)
8. To receive a report from the Executive Committee
9. To establish terms of reference for the Safer Community Partnership
10. To consider the actions of the Rocket 190 Group
11. To approve the quarterly budget report and bank reconciliation
12. To approve the annual report timetable
13. To approve the future meeting dates
14. To consider the actions taken at Amanda Road (for information only)
15. To consider funding of commemorative plaques
16. To consider investment in a credit union
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. Date & Time of Next Meeting:
 - 4th March 2019
 - Annual Parish Meeting 24th April 2019
20. Exclusion of the Public
 - Recommended that the public be excluded from the meeting during consideration of the following items for the reason stated:
 - Item 21 Reason (under the Local Government Act 1972)
Exempt information concerning the financial or business affairs of any particular person (Para 3 of Schedule 12a).
21. Private Agenda – To set a Precept for 2019/20

RAINHILL PARISH COUNCIL – MINUTES
10th DECEMBER 2018

At a meeting of the Parish Council held at 7.00pm on Monday 10th December 2018 at Rainhill Village Hall, the following were present:

Cllrs: B. Almond, J. Carroll, J. DeAsha, M. Donovan, J. Doyle, L. Glover, S. Glover, B. Heydon, D. Long, P. Long, C. Moore and B. Wood.

Three members of the public were also present.

Prior to the meeting the Council heard from a member of the public who was experiencing anti-social behaviour associated with the public open space adjacent to his property. Cllr S. Glover offered to visit the resident to discuss possible solutions. The Clerk was asked to contact Merseyside Police for detailed reports.

18.144 APOLOGIES FOR ABSENCE

Apologies for late arrival were received from Cllr. D. Long.
Apologies for absence were received from Cllrs: J. Fulham and B. Grunewald.

18.145 DECLARATIONS OF INTEREST

Cllr DeAsha declared a non-pecuniary interest in planning application P/2018/0656 reported in the minutes.

18.146 MINUTES OF THE ORDINARY MEETING HELD ON 15th OCTOBER AND FINANCE MEETING HELD ON 12th NOVEMBER 2018

It was resolved that the minutes of the Ordinary Parish Council Meeting held on the 15th October 2018 and Finance Meeting held on 12th November, should be approved and signed by the Chair as a correct record.

18.147 TO RECEIVE MERSEYSIDE POLICE MONTHLY STATISTICS REPORT

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

18.148 CLERK'S REPORT

It was resolved that the contents of the Clerk's report be noted.

18.149 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:

P/2018/0726 - 8 Swaledale Avenue, demolition of existing single storey side and rear extension and erection of single storey side and rear extension.

P/2018/0742 - St Bartholomew's Presbytery, Warrington Road, works to various trees covered by a tree preservation order.

P/2018/0760 - 17 Honiston Avenue, single storey side and rear extension.

P/2018/0792 - 55 Old Lane, erection of 2m high boundary wall and gates.

P/2018/0820 - Site of 9 Owen Road, works to various trees covered by a Tree Preservation Order (TPO 170).

P/2018/0826 - Crossley Manor (Formerly Briars Hey), Mill Lane, listed building consent to enclose staircase, replace leaded glass window, isolated roof repairs and remedial work and minor works to subdivide and convert rooms.

**RAINHILL PARISH COUNCIL – MINUTES
10th DECEMBER 2018**

P/2018/0838 - 47 St James Road, works to trees covered by a tree preservation order to fell 1 sorbus (T6).

P/2018/0853 - 15 Knowsley Road, works to assorted trees covered by a tree preservation order (TPO 19A), to prune crown and branches to 2 Beech (T3 and B) and reduce height of 1 Laurel (F).

An objection has been submitted to the following applications:

P/2018/0750 - 52 Stapleton Road, erection of detached sectional double garage at rear.

P/2018/0831 - 1 Heyes Mount, replacement of 3 windows in a conservation area.

P/2018/0846 - 3 Elderswood, two storey rear extension.

18.150 ACCOUNTS FOR PAYMENT

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

Payee	Description	Amount	Ref
G Pinder	Telephone	15.15	
	Salary - Dec (less Tax, NI & Pens)	1135.48	
	Photocopying - Oct	14.00	
	Photocopying - Nov	31.00	
	Flowers for Telephone Kiosk	20.00	
	Printer Ink	22.78	
		1238.41	TFR340
Merseyside Pension Fund	LGPS – Dec	316.60	TFR341
HMRC	Tax & NI (Oct-Dec)	667.81	TFR342
Scottish Power	Deepdale Drive (Rainhill Park) - Dec	16.00	STO
Npower	Martin Close (Holt) - Dec	22.00	DD
United Utilities	Rainhill Park Playing Fields – Dec	160.70	DD
United Utilities	Holt Playing Fields – Dec	6.33	STO
Kirk Craig	Pin Locks for AFP	180.00	TFR338
CC Elec	Emergency Lighting & PAT Testing	144.00	TFR339
Unity Trust Bank	Bank Charges	18.00	DD
Biffa	Third Party Contribution to Village Hall Grant	3226.88	TFR343
S.137 Payments			
RBL Poppy Appeal	Wreath & Donation	50.00	081

18.151 TO CONSIDER THE ACTIONS OF THE ROCKET 190 GROUP

Resolved that the actions of the Rocket 190 Group be noted and a further report be brought to Executive Committee.

18.152 TO CONSIDER DONATIONS IN RESPECT OF THE CHRISTMAS LIGHTS SWITCH-ON AND ITS FUTURE LOCATION

Resolved that a donation of £100 will be made to Longton Lane School and a donation to Willowbrook Hospice of £100 in lieu of payment to Mr Shields. The location of next year's event would be discussed in summer 2019.

18.153 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.

**RAINHILL PARISH COUNCIL – MINUTES
10th DECEMBER 2018**

18.154 TO APPROVE THE TIMETABLE FOR GOOD CITIZENSHIP AWARDS

Resolved that the arrangements proposed by the Clerk be accepted and that the Awards Evening be set for Friday 22nd February 2019.

18.155 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 Stephen Gaskell to undertake internal audit for 2018/19.

Cllr D Long entered the meeting during discussion on the next item.

18.156 TO CONSIDER REQUEST FROM PDSO FOR ACCESS ACROSS AFP

Resolved that access across AFP to undertake establishment and maintenance works at Rainhill Cricket Club be granted.

18.157 EXCLUSION OF THE PUBLIC

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

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

18.158 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 progress to salary scale point 34, in accordance with the written terms and conditions of employment.

18.159 TO CONSIDER FUNDING THE ADDITION OF COMMEMORATIVE POPPIES TO LAMP POSTS

Resolved that the Council supported the provision of poppies. Discussion on the number and location was deferred for further consideration. It was further resolved that the Silent Soldier Silhouette would be permanently located at the war memorial.

18.160 TO CONSIDER A REQUEST FOR FUNDING FROM CPRE

Resolved that a donation of £25 be made to CPRE.

18.161 TO CONSIDER THE ISSUE OF VEHICLES TRANSGRESSING ACCESS RESTRICTIONS ACROSS THE KENDAL DRIVE ESTATE

Cllr J DeAsha offered to discuss this item with officers at St.Helens Council.

18.162 TO CONSIDER MAINTENANCE CONTRACTS FOR DEFIBRILLATORS

Resolved that maintenance contracts were not considered necessary.

**RAINHILL PARISH COUNCIL – MINUTES
10th DECEMBER 2018**

18.163 TO CONSIDER INVESTMENT IN A CREDIT UNION

Resolved that Clerk would investigate further details of an investment account with a local Credit Union and return to a future meeting.

18.164 TO ESTABLISH TERMS OF REFERENCE FOR A SAFER COMMUNITY PARTNERSHIP

Resolved to defer the terms of reference to Executive Committee.

18.165 TO CONSIDER RESIDENTS COMMENTS AND COMPLAINTS

Resolved that the complaints reported in the agenda report be noted and the Clerk take the following actions:

- Investigate actions in relation to paint on pavement at Warrington Road;
- Ask Openreach why cabinet 13 is not now included in the rollout programme and report back to Executive;
- Check whether the triangle of land adjacent to Brandreth Close is in the Conservation Area and put pressure on Riverside Housing to tidy up the area.

No objection was raised to the repainting of the current Houghton Street sign.

The acts of remembrance suggested were subject to St.Helens Council approval.

18.166 TO RECEIVE REPORTS FROM MEMBER REPRESENTATIVES ON LOCAL ORGANISATIONS

Resolved that the Council noted the following reports:

- Public Open Spaces: Cllr S. Glover reported that the Eco Garden group had held a successful Halloween event. The photography competition was currently on display in the library.
- Village Hall Management Committee: Cllr Moore reported that a meeting had been held on 13.11.18 where it was reported that further donations of £500 had been received together with the balance of the Coop grant which was £3,000. Members of the Management Committee had attended a celebration evening to receive the cheque. Thanks were again expressed to Mr Rothwell & Mr Brown for their continued support. Given the funds now available the lift could be repaired, though a stair lift may also be investigated. The application for £32,268.78 from Biffa had received conditional approval, though there was still much work to do on a payment schedule and project plan. It was hoped that the works would be undertaken by Easter.
- Rainhill Railway & Heritage Society: Cllr Wood reported that the AGM was being held on 10.12.18.
- Merseyside Association of Local Councils: Cllr Wood reported that there had been no meeting since 9.6.18.
- Rainhill Gala: no report.
- 4F Centre: Cllr S. Glover reported that new flooring, funded by Rainhill Rotary Club, had now been installed. Due to the good work of the volunteers the club was now financially stable and provided a valuable resource for residents. Members were invited to call in and view the improvements.

18.167 DATE & TIME OF NEXT MEETING

The next ordinary meeting would be held on Monday 21st January 2019, starting at 7:30pm, the venue being Rainhill Village Hall.

The meeting closed at 7.52 pm.

Chair of the Parish Council
21st January 2019

Police Report

Merseyside Police Report for Rainhill Parish Council Meeting Monday 21st January 2019
Area: Rainhill Month: Nov 2018

	2017	2018	Diff	% Diff	Description
Burglary Business & Community	2	0	-2	-100	
Burglary Residential	7	2	-5	-71	1) Offenders van reversed into garage door - door opens - motor cycle stolen - Stapleton Road 2) Rear ground floor door forced open - jewellery & iPad stolen - Francis Close
Criminal Damage	7	13	6	86	1) Damage caused to care home by resident - Stoney Lane 2) T.V. aerial cut outside ground floor lounge window - Longton Lane 3) Damage caused to care home by residents x 4 - Mill Lane 7) Object thrown at vehicle windscreen - slip road off junction 7 M62 8) Neighbour has driven over victims lawn - Longton Lane 9) Vehicle wing mirror damaged causing glass & casing to break - Chatsworth Road 10) Brick thrown at windscreen of vehicle when parked close to residents address - Ellaby Road 11) Wire to the outside alarm box damaged - Warrington Road 12) Front ground floor window damaged - Warrington Road 13) Neighbour has driven over victims sign - Longton Lane
Drugs	2	1	-1	100	1) Male found in possession of cannabis following a search - Mill Lane
Other Theft	6	4	-2	-33	1) Fuel put into vehicle - vehicle driven off with no attempt to pay for fuel - Texaco Warrington Road 2) Fuel put into vehicle - vehicle driven off with no attempt to pay for fuel - Shell Warrington Road 3) Ex-neighbour after being invited into neighbours home stole credit & debit cards - Warrington Road 4) Youths from local school stole a traffic cone from side of a property - Warrington Road
Public Order	4	6	2	50	1) Threats made by male to known female following an argument - Warrington Road 2) Threats made to a male by 2 males known to the informant - Mill Lane 3) Threats made by a delivery driver to a female accepting a parcel not addressed to her - Holt Lane 4) Threats made by male driver to another male driver following a driving incident - Mill Lane 5) Resident confronted teenager over ASB - 2 males & female returned & confrontation ensued - St Winifred Road 6) Threats made when the informant was out shopping - Ratcliffe Place
Robbery Business	0	0	0	0	
Robbery Personal	1	0	-1	0	
Theft Bike	0	0	0	0	
T.F.M.V.	4	4	0	0	1) Theft of vehicle rear number plate - Warrington Road 2) Rear window of vehicle smashed - bag containing sports equipment stolen from vehicle - Rainhill High 3) Unwitnessed theft from motor vehicle - Rainhill High 4) Vehicle broken into & property stolen - Rocket P.H.
Theft Shop	5	0	-5	-100	
T.O.M.V.	2	3	1	50	1) Ford Fiesta stolen overnight - Sherman Drive 2) Ford Fiesta stolen overnight - owner keys not taken - Swaledale Avenue 3) Forced entry into vehicle then driven to another location - items stolen from vehicle - Sandhurst Road
Vehicle Interference	1	1	0	100	1) Rear window of vehicle smashed - nothing stolen - Rainhill High
Total	41	34	-7	-17	
ASB	12	12	0	0	

Police Report

Merseyside Police Report for Rainhill Parish Council Meeting Monday 21st January 2019

Area: Rainhill Month: Dec 2018

	2017	2018	Diff	% Diff	Description
Burglary Business & Community	1	2	1	100	1) Door shutter forced to gain entry overnight - cash from safe & mastercards stolen - Victoria Street 2) Door forced & windows damaged to gain entry overnight - untidy search - various keys stolen - View Road
Burglary Residential	4	5	1	25	1) Window broken & beading removed from static caravan - no entry gained - Rainhill Road 2) Rear kitchen door locks & rear patio doors forced overnight - no entry gained - Fairlie Drive 3) Patio door handle snapped to gain entry overnight 21/12/18 - medicine & keys stolen - Second Avenue 4) Lock snapped on rear door overnight 21/12/18 - car keys & Peugeot 208 stolen from drive - Stapleton Road 5) Male youth steals money from cash box when attending a house party - Ryder Close
Criminal Damage	2	8	6	300	1) Object has hit moving vehicle causing dent & paint chip - Chapel Lane 2) Nails put into front two tyres of parked vehicle - Victoria Place 3) Front windscreen wipers of parked vehicle snapped x 2 - Victoria Place 5) Object has hit moving vehicle causing damage - Chapel Lane 6) Bricks thrown at property causing damage to window & frame - Chatsworth Road 7) Front window smashed while Post Office was closed - Warrington Road 8) Water damage to property caused by neighbours water system - Ellaby Road
Drugs	0	3	3	100	1) Male found in possession of controlled drug following a search - Knowsley Road 2) Cannabis located during consented search of bedside cabinet - Mill lane 3) Cultivation of cannabis plants in rented accommodation - Ellaby Road
Other Theft	6	4	-2	-33	1) Blazer containing mobile phone stolen from ground while playing football - Rainhill High 2) Fuel put into vehicle - vehicle driven off with no attempt to pay for fuel - Texaco Warrington Road 3) Purse believed to have been stolen by a relative - Stapleton Road 4) Fuel put into vehicle - vehicle driven off with no attempt to pay for fuel - Shell Warrington Road
Public Order	2	2	0	0	1) Female customer shouting abuse following a disagreement - Texaco Warrington Road 2) Ex partner following female on several occasions - Kendal Drive
Robbery Business	0	0	0	0	
Robbery Personal	0	0	0	0	
Theft Bike	0	0	0	0	
T.F.M.V.	4	3	-1	-25	1) Theft of vehicle front & rear number plates while parked in road - Manor Avenue 2) Vehicle broken into by unknown means when parked on drive & property stolen - Chatsworth Road 3) Vehicle broken into by smashing offside window when parked on drive & power tools stolen - Burton Avenue
Theft Shop	3	0	-3	-100	
T.O.M.V.	0	0	0	0	
Vehicle Interference	1	1	0	100	1) Damage to lock & drivers plate of vehicle while parked in road - nothing stolen - Chapel Lane
Total	23	28	5	22	
ASB	11	16	5	45	

RAINHILL PARISH COUNCIL - CLERK'S REPORT JANUARY 2019

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 10th December ordinary meeting have either been completed or are in progress. Additionally I can report the following:

5.1 GOOD CITIZENSHIP AWARDS

Three recipients have accepted the award this year: Nicola Hughes, Brenda Farrell and Maria Heaton. The presentation evening will take place on Friday 15th February in the Teak Room. Attendees are being asked to arrive from 7:00pm with the presentations starting as soon as possible after 7.30pm.

Three plaques have been ordered at a cost of £28 each plus VAT, the invoice is included in the table of payments for authorisation. Judith's Catering from Widnes have been booked. I would be grateful if Councillors would let me know at this meeting or by email / telephone before 24th January whether they will be attending and, if so, whether they will be bringing a partner/guest. Members should also agree in principle payment for the buffet as it will be due on the evening of the 15th. The cost being dependant on the number of attendees but an estimate of 35 guests @ £4.60 is £161.00

Members should authorise payment for the plaques and caterers and indicate if they are able to attend.

5.2 CONSULTATION ON HALTON BOROUGH COUNCIL STATEMENT OF COMMUNITY INVOLVEMENT

Halton Borough Council published a revised statement of community involvement in December 2018 which outlines how they will consult everyone on their planning documents. Neighbouring Parish Councils are a statutory consultee on planning documents and it is recommended that no comment is submitted.

5.3 INCREASE IN NATIONAL SALARY SCALES

NJC has reached agreement on the pay scales for 2019-2020 to be implemented from 1 April 2019. The NJC agreement includes the introduction of a new pay spine on 1 April 2019. The clerk is currently on spine point 34, which will become point 28. Point 38, the upper limit of the clerks salary range, will become point 32.

5.4 INCREASE IN BUILDING SUM ASSURED FIGURES

As previously agreed the building sum insured valuations have been increased to reflect their current value. The additional premium now due is included in the table of payments for authorisation.

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/2018/0863 - 43 St James Road, works to trees covered by a tree preservation order to prune branches to 1no beech.

P/2018/0869 - 108 Ashton Avenue, works to trees covered by a tree preservation order to 1no. sycamore (T17) to crown reduce by 10% and prune.

P/2018/0887 - 14 View Road, demolition of existing garage and erection of a two storey side extension, single storey rear extension along with loft conversion.

P/2018/0897 43 The Meadows Demolition of existing side extension and erection of a single storey side extension.

P/2018/0906 85 Ashton Avenue First floor balcony with balustrade and replacement of first floor window with door to rear elevation.

P/2019/0007 27 View Road Works to assorted trees in a conservation area (T1,T2,T3 G1).

An objection has been submitted to the following applications:

P/2018/0877 - 411 Warrington Road, two storey side extension.

P/2018/0846 - 3 Elderswood, two storey rear extension.

The Council should note the actions taken.

7. TO AUTHORISE ACCOUNTS FOR PAYMENT

Payee	Description	Amount	Ref
G Pinder	Photocopying	12.00	
	Telephone @ £15.00/month	15.00	
	Clerk's Salary - Jan	1244.23	
		1271.23	TFR344
Merseyside Pension Fund	LGPS – Jan	356.96	TFR345
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
Zurich Municipal	Additional Insurance Premium	437.68	TFR346
G Pinder	Telephone @ £15.00/month	15.00	
	Clerk's Salary – Feb	1159.65	
		1174.65	TFR349
Merseyside Pension Fund	LGPS – Feb	325.57	TFR345
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
S.137 Payments			
Longton Lane School	Donation for Christmas Lights Switch-on	100.00	TFR347
Willowbrook Hospice	Donation for Christmas Lights Switch-on	100.00	0082
Mma Recognition Plaques	Good Citizenship Award Plaques	100.80	TFR346

The Council should consider approving the above payments.

8. TO RECEIVE A REPORT FROM THE EXECUTIVE COMMITTEE

At a meeting of the Executive Committee held on 4th January 2019 the following resolutions were agreed:

- that the terms of reference presented at the meeting be accepted subject to clarification that the initial aim was to widen communication links, and that the date of the inaugural meeting be referred back to Parish Council;
- that the Clerk write to Marie Rimmer MP to request support for faster broadband;
- that the funding amount for commemorative plaques be reported to the next available Parish Council meeting.

The Council should note the actions of the Executive Committee.

9. TO ESTABLISH TERMS OF REFERENCE FOR A SAFER COMMUNITY PARTNERSHIP

As reported above the terms of reference for the safer community partnership were discussed at Executive Committee on 4.1.19. The draft terms of reference presented were accepted subject to clarification that the initial aim of the group was to widen communication links and facilitate access to information for the public. The amended terms of reference are appended to the agenda for approval.

Further, the date of the inaugural meeting needs to be arranged. Initially representatives from the Parish Council need to be identified to serve on the partnership. When established, a convenient date can be arranged. It is suggested that together with agreeing links with the other partners, it is also determined how the public are able to feed ideas and information into the partnership, then this can be communicated to the public.

The Council should approve the amended terms of reference, determine who will serve on the partnership and a date for the inaugural meeting should be agreed.

10. TO CONSIDER THE ACTIONS OF THE ROCKET 190 GROUP

An update on the current position will be presented at the meeting.

For information only.

11. TO APPROVE THE QUARTERLY BUDGET REPORT AND BANK RECONCILIATION

A quarterly budget report is attached at appendix 2, to provide an update on the financial position to the end of December 2018. A forecast to the end of the financial year is included to reflect the budgetary position in each category. 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 2.

The figures show underspend on:

- | | |
|--------------------|---|
| Administration | – this will balance slightly before the year end; |
| Public Open Spaces | – bills for statutory checks reduced; and |
| Website | – no improvement have been commissioned. |

And overspend on:

- | | |
|-----------|--|
| Insurance | - additional premium due to increase in building valuation |
|-----------|--|

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.

12. TO APPROVE THE ANNUAL REPORT TIMETABLE

This year the Annual Report will include a four page pull-out supplement regarding the Rocket 190 celebration weekend. Given the delivery time of the Annual Report it was considered that the opportunity to include publicity for the event could not be missed. The Annual Parish Meeting is to be held on 24th April 2019, it is hoped that the Annual Report will be delivered to every household two weeks prior to the meeting.

I have produced an indicative schedule. Details of timescales have been confirmed with the printers, and the delivery firm. I have obtained a quote for 5,300 copies, slightly more than last year, which would cost £1,383.00 (last year's cost £1,095.00). Distribution to 4,993 properties would cost £509.29, members should consider approving this expenditure. A draft schedule would be as follows:

Draft required by printers for layout, etc	14 th March	(1 week to format and proof)
Print version reading for printing	22 nd March	(1 week to print)
Receipt of printed report by delivery co.	1 st April	(4/5 delivery days)
Delivery of annual report complete by	10 th April	(two weeks before APM)
Annual Parish Meeting	24 th April	

The members of the editorial group have already had their first meeting as this will be a demanding timetable to meet.

The Council should note the schedule and approve expenditure for production and delivery.

13. TO APPROVE THE FUTURE MEETING DATES:

I am proposing the following dates to be published in the 2019 Annual Report (all Mon unless stated otherwise):

Annual Parish Meeting Wed 24th April 2019 (already approved)
APCM 13th May 2019 (already approved)
17th June 2019
29th July 2019
2nd September 2019
14th October 2019
Finance Working Group 18th November 2019
16th December 2019
20th January 2020
2nd March 2020

The following dates will not be published in the 2019 Annual Report:

2020 Annual Parish Meeting Wed 22nd April 2020
2020 Annual Parish Council Meeting 11th May 2020

The Council should consider approving these dates

14. TO CONSIDER THE ACTIONS TAKEN AT AMANDA ROAD

At the meeting of Parish Council in December a member of the public attended to discuss issues of anti-social behaviour experienced at Amanda Road public open space. Cllr S. Glover visited the resident to discuss possible solutions to the issues. This was followed up

by a visit from officers at St.Helens Council. It was concluded that locking the gate to the open space would be tried for a trial period. Residents of Amanda Road were notified by letter.

Should locking the gate not deter the gathering of youths, repositioning the gate to block off a small recess would be considered.

The resident and surrounding neighbours have written to thank the Parish and St.Helens Council for their actions. The situation will be monitored. Should further action be considered necessary the item would be returned to a future meeting.

For information only.

15. TO CONSIDER FUNDING COMMEMORATIVE PLAQUES

Members will recall a request from Rainhill Civic Society for support to enhance Rainhill village with railway themed plaques. Two suggestions were presented: lamp post artwork; and art work for the walls around Houghton Street. Further information is now available.

	Cost exc VAT	Cost to Fit	Total (exc VAT)
Lamp post signs – with strengthening bars	4 @ £65.00	4 @ £42.00	£428.00
Wall screen	3 @ £125.00	Nil	£375.00
Possible cost of planning permission			£231.00
Total			£1034.00 (+£160.00 VAT)

A request was submitted to St.Helens Council in November to ascertain whether planning permission would be required for the plaques. The Conservation Officer confirmed that, provided the screens were black and fixed to the wall's pointing (rather than brick) then support would be given. No response has been received on the need for planning permission. As the screens are acceptable to the Conservation Officer, and therefore likely to be acceptable to the planning officer, it is proposed to pursue the erection of the plaques without submitting a planning application, reducing the cost by £231.00. The only risk incurred by this action is that a retrospective application may have to be submitted in the future if requested. However, if the screens are to be erected in time for the celebrations, we need to progress this in advance of obtaining planning permission.

Information on the costs detailed above have been sent to the Ward Councillors to assess what contribution may be available from CIF funding. It is suggested that the amount be split equally. The Parish Council should consider if it wishes to joint fund the artwork. If funding is to be granted would this be to a maximum contribution or by percentage?

The Council should consider approving funding for the erection of commemorative plaques and the amount.

16. TO CONSIDER INVESTMENT IN A CREDIT UNION

Members will recall that at the December meeting it was agreed that further information should be brought forward on investing in the Enterprise Credit Union. Their web site includes the following information:

“Enterprise Credit Union (ECU) is a financial co-operative that exists for the benefit of its members. ECU is open to those who live and/or work in the Knowsley, Liverpool and St Helens Boroughs of Merseyside. The Credit Union is owned and controlled by its members.

Its mission is to promote social equity through the promotion of quality financial services to its field of membership.

It is governed by a volunteer Board of Directors, regulated by the Financial Conduct Authority (FCA) and covered by the Financial Services Compensation Scheme."

The Parish Council would be eligible to join as a corporate member, which receives the same dividend rate as individual members, around 2%, but not guaranteed. The maximum investment is £80,000. A fee of £2.00 per annum is charged for corporate membership, with additional fees being incurred for cheque or CHAPS payments.

An account could be set up with a requirement of 3 signatories, in line with the Parish Council's financial regulation 5(c).

Applications can be made on line, and require submission of details to verify the identification of signatories. A local office is available at Hardshaw Street, St.Helens.

Investment in the Credit Union would ensure that the money held by the Parish Council is benefitting the community and being used in an ethical way. Given the potential charges for payment services, it is recommended that any investment should be as a deposit (savings) account, rather than a current account, which would remain with Unity Trust Bank. If funds are to be transferred to Credit Union, members should consider whether this is in addition to the TSB (deposit) account or instead of it, and how many signatories should be registered.

Unfortunately the Clerk's workload would not allow for this to be actioned immediately, however members may wish to establish the principle for implementation in the future. If there are any questions that arise, please let me know before the meeting.

The Council should consider:

- **if it wishes to invest in Enterprise Credit Union;**
- **if so how much;**
- **where the funds are to be transferred from; and**
- **who will act as signatories.**

17. TO CONSIDER RESIDENTS COMMENTS AND COMPLAINTS

The Clerk has dealt with complaints relating to: Activities at property on Stoney Lane. Enquiries have been made regarding: the creation of a dog play area in the park; and removal of leaf debris.

If Members would like any further information on any of the above correspondence, please ask.

A query was also received as to whether there are any plans to install a public accessible defibrillator in the village (perhaps in the second phone box). A response was made indicating that one telephone box was still operational, whilst the other had no electricity supply and was used for a flower display. The respondent replied that if BT ever decommission the second telephone, then perhaps it is something the community could consider using it for.

This may be something for consideration in the future.

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. DATE AND TIME OF NEXT MEETING

4th March 2019

Annual Parish Meeting 24th April 2019

20. EXCLUSION OF THE PUBLIC

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

Item 21	Reason (under the Local Government Act 1972) Exempt information concerning the financial or business affairs of any particular person (Para 3 of Schedule 12a).
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PRIVATE AGENDA

21. TO SET A PRECEPT FOR 2019/2020

Rainhill Safer Community Partnership Terms of Reference

Following on from the Community Police Compact established in 2015 between the Police & Crime Commissioner's Office and Rainhill Parish Council, a commitment has been made to form a Safer Community Partnership (SCP).

Aim

To work together to improve communication links and potentially develop and implement strategies to protect our local communities from crime and to help people feel safe.

Membership

The partnership will include members from the following organisations:

Merseyside Police;

Rainhill Parish Council;

St.Helens Council;

Merseyside Fire & Rescue Service;

Torus Group; and

Other members whose contribution would be beneficial to the overall aims of the partnership.

Commitments

SCP Members will:

- Contribute to a network for communication of information to residents in relation to community safety.
- Provide a bi-annual update of their work in Rainhill.
- Attend a meeting of the partnership on an annual basis.

In return Rainhill Parish Council will promote direct communication with the partners through their web site and social media.

Rainhill Parish Council
Budget Monitoring Report 2018/19

April - December 2018

Item of Expenditure	Budget for this period	Actual Spend to date	Budget for 2018/2019	Year End Forecast	Variance from Budget (£)	Variance from Budget (%)	Explanation for Major Variances (>£500)
1. Association of Local Councils	750	0	1,000	1,000	-750	-100	The total amount (=£929 in 2018) is paid in March
2. Wages/Salaries - Gross	12,075	12,125	16,100	16,415	50	0	
3. Employer NI & Pension Payments	3,150	2,948	4,200	4,008	-202	-6	
4. Administration	2,625	869	3,500	2,010	-1,756	-67	Admin costs kept to a minimum
5. Insurance	900	1,130	1,200	1,568	230	26	Additional premium for increase in valuations
6. Public Open Spaces	8,250	4,382	11,000	6,684	-3,868	-47	No improvements undertaken
7. Rainhill Village Hall	8,267	7,751	11,023	11,538	-516	-6	Excess is return of contribution from Wren
8. Contingency	3,750	0	5,000	0	-3,750	-100	There has currently been no call on contingency
9. Environmental Improvements (+S137)	8,625	7,876	11,500	13,010	-749	-9	Replacement of sandstone wall & tree planting
10. Election Expenses/Reserves	0	0	0	0	0	0	
11. Good Citizenship Award	600	0	800	440	-600	-100	Expense is due in February
12. Charter Mark/Publicity	2,250	1,707	3,000	1,807	-543	-24	Resources included for Rocket 190 publicity underspent
13. Website Improvements	750	0	1,000	80	-750	-100	Establishing Rocket 190 site is only expense
14. VAT	3,375	1,889	4,500	3287	-1,486	-44	Reflects underspend in some areas
Totals to December 2018	£55,369	£40,678	£73,823	£61,848	-14,691		

Income April - Dec 2018

Remitter	Precept	Pitch Hire	Other	Misc	TOTAL INCOME	VAT Refund	Explanation
20/04/18 St Helens Council	33,500				33,500		Precept Part 1 of 2
06/06/18 HMRC					-	2719	VAT Refund
30/04/18 Wren			515		515		Return of 3rd party contribution
23/06/18 St Helens Council	33,500				33,500		Precept Part 2 of 2
01/08/18 Rainhill Town AFC		384			384		Pitch Hire Fees
01/08/18 Rainhill Rockets		330			330		Pitch Hire Fees
10/10/18 4F Centre				504	504		Insurance premium reimbursement
Totals to Dec 2018	£67,000	£714	£515	£504	£68,734	£2,719	

BANK ACCOUNTS / BANK RECONCILIATION

BANK RECONCILIATION AS AT 31 Jan 2019:-

BALANCE B/F:	67734.62	CURRENT ACCOUNT BALANCE	62661.69
plus		plus	
TOTAL RECEIPTS	71452.21	TSB HOLDING ACCOUNT	36000.00
less		less	
TOTAL PAYMENTS	40575.14	UNPRESENTED CHEQUES	50.00
BALANCE c/f	<u>98611.69</u>		<u>98611.69</u>

Meeting held on 21st January 2019

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Chairman