



12th January 2018

Dear Councillor,

You are summoned to attend the Ordinary meeting of the Parish Council to be held on Monday 22nd January 2018, in the Elm Room at the Village Hall, commencing at 7.30pm. Both Merseyside Police and the Police and Crime Commissioner's representative will be in attendance.

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

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

Yours faithfully,

A handwritten signature in black ink, appearing to read 'G. Pinder'.

G. Pinder
Clerk to the Council



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RAINHILL PARISH COUNCIL AGENDA
22rd JANUARY 2018

The public will be allowed to speak on any matters of concern, subject to prior written notification being received. No such request has been received.

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 11th December 2017
4. To receive reports from Police & Crime Commissioners Officer and Merseyside Police and discuss monthly statistics
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/2017/0959 - Rocklands House, View Road, demolition of existing single storey chalets and proposed reduction of existing site levels and development of 3 residential dwellings comprising of 1 x four bedroom and 2 x three bedroom detached dwellings with garage and driveway parking and associated landscaping.
7. To authorise the accounts payable (list included in report)
8. To consider nominating the Commercial Hotel as an Asset of Community Value
9. To approve the quarterly budget report and bank reconciliation
10. To consider the introduction of policies for the Council
11. To approve the annual report timetable
12. To approve the future meeting dates
13. To consider a request from Rainhill Recreation Club to use pitches at Albert Fellowes Park
14. To consider potential contribution to container at Holt Lane
15. To consider support for provision of heritage plaques and boards
16. To consider quotes for decommissioning of changing room showers
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:
Ordinary Meeting 7:30pm, Monday 5th March 2018
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 – Precept Statement

RAINHILL PARISH COUNCIL – MINUTES
11th DECEMBER 2017

At a meeting of the Parish Council held at 7.00pm on Monday 11th December 2017 at Rainhill Village Hall, the following were present:

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

12 members of the public were also present.

1011. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs: B. Grunewald and J. Fulham. A written apology for absence had been received from Cllr. M. Donovan, who had recently suffered ill health. It was resolved to approve Cllr Donovan's reason for absence

1012. DECLARATIONS OF INTEREST

Non-pecuniary interests were declared on behalf of: Cllrs: J. DeAsha, and S. Glover – Members of Borough Planning Committee, and D. Long – Cabinet Member. Cllr P. Long declared a non-pecuniary interest in minute 986 on strategic planning matters. Cllr D. Long declared an interest in item.15 as a member of the City Region Cabinet.

The meeting was adjourned.

A presentation was made by a member of Rainhill – Save our Green Belt in relation to the St. Helens Local Plan, requesting support for their campaign and asking a number of questions. The Group were thanked for their contribution.

The meeting was reconvened.

1013. MINUTES OF THE ORDINARY MEETING HELD ON 16th OCTOBER AND FINANCE MEETING HELD ON 13th NOVEMBER 2017

It was resolved that the minutes of the Ordinary Parish Council Meeting held on the 16th October 2017 and Finance Meeting held on 13th November, should be approved and signed by the Chair as a correct record.

1014. TO RECEIVE POLICE MONTHLY STATISTICS REPORT

Resolved that the report of the crime statistics for Rainhill be noted. Concern was expressed at the number of incidents of taking fuel without payment. These were skewing the crime figures for the ward. The Clerk was instructed to write to Merseyside Police to ask if any initiatives were available to reduce the number.

1015. CLERK'S REPORT

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

1016. PLANNING APPLICATIONS

It was resolved that the following actions be noted in relation to planning applications:

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

P/2017/0814 - 12 View Road, replacement hipped roof over existing two storey side extension.

RAINHILL PARISH COUNCIL – MINUTES
11th DECEMBER 2017

P/2017/0867 - 2 Kingsdale Avenue, erection of a single storey side extension along with the erection of a perimeter wall.

It was noted that representation had been submitted to the following application:
P/2017/0902 - 3 Owen Road, removal of condition 2 on approval P/2014/0842 to replace railings with a solid gate / fence.

1017. ACCOUNTS FOR PAYMENT

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

Payee	Description	Amount	Ref
G Pinder	Telephone	15.00	
	Salary - Dec (less Tax, NI & Pens)	1258.35	
	Photocopying - Oct	40.00	
	Photocopying - Nov	9.80	
	Posters for Beer Festival	2.10	
	Printer Ink	17.39	
		1342.64	TFR265
Merseyside Pension Fund	LGPS – Dec	332.58	TFR266
HMRC	Tax & NI (Oct-Dec)	675.49	TFR267
Scottish Power	Deepdale Drive (Rainhill Park) - Dec	21.00	STO
Npower	Martin Close (Holt) - Dec	16.00	DD
United Utilities	Rainhill Park Playing Fields – Dec	55.06	DD
United Utilities	Holt Playing Fields – Dec	6.33	STO
Hydraclean	Legionella Testing Holt Lane - Dec	51.00	STO
Hydraclean	Legionella Testing Rainhill Park – Dec	52.00	STO
Kirby Roofing	Repairs to AFP pavilion roof	708.00	TFR268
St.Helens Council	Repair to Eco Garden Gate	66.40	TFR269
St.Helens Council	Bulb Planting	746.70	TFR270
W M Wood	Mileage Allowance	46.15	TFR271
Unity Trust Bank	Bank Charges	18.00	DD
FCC Environmental	Third Party contribution to Village Hall grant	3,030.80	TFR272
S.137 Payments			
RBL Poppy Appeal	Wreath & Donation	43.50	076

1018. TO CONSIDER THE ACTIONS OF THE ROCKET 190 GROUP

The Council noted the actions taken by the Rocket 190 Group.

1019. TO CONSIDER DONATIONS IN RESPECT OF THE CHRISTMAS LIGHTS SWITCH-ON

Resolved that a donation of £100 will made be to Oakdene School and a donation to Willowbrook Hospice of £100 in lieu of payment to Councillor Shields. In 2018 the event will be in closer proximity to the tree.

1020. TO CONSIDER DONATION TO BRITISH LEGION FOR REMEMBRANCE SUNDAY

Resolved that a donation of £25 will made be to the Poppy Appeal together with payment for the wreath.

RAINHILL PARISH COUNCIL – MINUTES
11th DECEMBER 2017

1021. 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 notifies the successful nominees.

1022. 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 2017/18. Further it was resolved that the Risk Assessment be reviewed on a six monthly basis.

1023. TO CONSIDER REPAIRING THE SANDSTONE WALL AT OLD LANE OPEN SPACE

Resolved that this item be deferred to Executive Committee to consider the implications.

1024. TO AUTHORISE DECOMMISSIONING OF THE CHANGING ROOM SHOWERS

Resolved that the Clerk obtain quotes for decommissioning of the changing room showers.

1025. TO CONSIDER RESIDENTS COMMENTS AND COMPLAINTS

Resolved that the complaints reported in the agenda report be noted and that expenditure needed to eradicate vermin at Albert Fellowes Park changing rooms be authorised.

Cllr B. Wood expressed concern at the number of people incurring fines on the new Merseyflow river crossing. Alternative payment methods should be available.

Cllr J. Doyle reported an issue on behalf of a resident in Alness Drive regarding anti-social behaviour. The Clerk was instructed to check with Merseyside Police what actions had been taken.

1026. 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 December's Eco Garden meeting had been cancelled. Discussions had been held between St. Helens Council and Rainhill Town to facilitate the First Team's return to Rainhill. Further progress would be reported at future meetings.
- Village Hall Management Committee: A meeting had been held recently, but no minutes were available.
- Rainhill Railway & Heritage Society: Cllr B. Wood reported that the AGM was being held concurrent to the Parish meeting.
- Merseyside Association of Local Councils: Cllr B. Wood reminded the Parish Council that 3 delegates were permitted to attend meetings. A meeting had been held 6 December at Prescott Town Hall, where delegate nominations had been held. A representative from Halewood had been nominated for the National Assembly. A list of training opportunities had been circulated. It had been announced that there would be no increase in fees this year.
- Rainhill Gala: no report.
- 4F Centre: there was nothing to report.

**RAINHILL PARISH COUNCIL – MINUTES
11th DECEMBER 2017**

1027. DATE & TIME OF NEXT MEETING

The next ordinary meeting would be held on Monday 22nd January 2018, starting at 7:30pm.

The meeting closed at 7.50 pm.

Chair of the Parish Council
22nd January 2018

DRAFT

Police Report

Merseyside Police Report for Rainhill Parish Council Meeting Monday 22nd January 2018

Area: Rainhill Month: December 2017

	2016	2017	Diff	% Diff	Description
Burglary Business & Community	4	1	-3	-75	1) Rear door smashed with a brick to gain entry - unsure if anything stolen - Deepdale Drive
Burglary Residential	2	4	2	100	1) Rear patio window smashed - occupier home - no entry gained - Galston Avenue 2) Rear door forced overnight to gain entry - items stolen - Warrington Road 3) Entry gained via unlocked front door - car keys & car stolen - Warrington Road 4) Attempted access to rear garden shed overnight - shed alarm activated - no entry - Longton Lane
Criminal Damage	1	2	1	100	1) Bodywork of vehicle scratched while parked - other vehicles also scratched - Derwent Close 2) Residential front door lock damaged by superglue - unable to open - Longton Lane
Drugs	1	0	-1	0	
Other Theft	8	6	-2	-25	1) Fuel put into vehicles including cloned VRM plates - no attempt to pay x 2 - Texaco Warrington Road 3) Fuel put into vehicles - no attempt to pay x 2 - Shell Warrington Road 5) Work products left - on return a short time later discovered no longer there - Longton Lane 6) Threats of blackmail - Ashton Avenue
Public Order	0	2	2	100	1) Neighbour dispute - neighbour makes threats after accusing other neighbour of damage - Longton Lane 2) Verbal dispute over the care of an infant - Severn Road
Robbery Business	0	0	0	0	
Robbery Personal	0	0	0	0	
Theft Bike	0	0	0	0	
T.F.M.V.	0	4	4	100	1) Theft of rear VRM number plate from a motor vehicle - Chatsworth Road 2) Theft of front grill containing VRM number plate from a motor vehicle - Amanda Road 3) Entry to motor vehicle by unknown means - aftershave stolen - Vincent Road 4) Theft of items from vehicle when delivery driver leaves vehicle insecure making a delivery - The Meadows
Theft Shop	3	3	0	0	1) Theft of items from Shell Garage shop - Warrington Road 2) Theft of items from shelf of Lloyds pharmacy - Warrington Road 3) Theft of fuel using a container - Shell Garage - Warrington Road
T.O.M.V.	2	0	-2	-100	
Vehicle Interference	2	1	-1	-50	1) Vehicle accessed by unknown means - unaware of anything stolen - Second Avenue
Total	23	23	0		
ASB	9	11	2	22	

RAINHILL PARISH COUNCIL - CLERK'S REPORT

JANUARY 2018

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 11th December ordinary meeting have either been completed or are in progress. Additionally I can report the following:

5.1 GOOD CITIZENSHIP AWARDS

All 6 approved recipients, Sheila Cowley, Kevin Wilkes, Margaret Doyle, Anita Hoey, Helen Woods, and Reginald Mitchell are happy to receive their awards.

Just to confirm, the presentation evening will take place on Friday 23rd February in the Teak Room. Attendees are being asked to arrive from 7:30pm with the presentations starting as soon as possible after 8pm.

Six plaques will be ordered at a cost of £28 each plus VAT.

I have not yet been able to engage caterers for the evening, if anyone has any recommendations I would be grateful to receive them.

Members should authorise payment for the plaques. It would help me with catering if Councillors could let me know at this meeting or by email / telephone before 31st January whether they will be attending and, if so, whether they will be bringing a partner/guest.

5.2 CONSULTATION ON HALTON DELIVERY AND ALLOCATIONS LOCAL PLAN

Notification has been received regarding consultation on the Halton Delivery and Allocations Local Plan which seeks to guide development in Halton Borough through to 2037 and includes the allocation of specific sites, proposed amendments to the Green Belt, together with detailed policies for the determination of planning applications. The plan includes several releases of Green Belt land to be allocated for development. The site closest to Rainhill is on Cronton Lane, stretching to Norlands Lane approximately 1km south of junction 7. The proposed development would erode slightly the gap between Rainhill and Cronton villages, but only to an equal distance to recent development in close proximity on Norlands Lane. As there are no direct routes to Rainhill from this location it is not considered to affect Rainhill residents. The consultation will run until 15th February 2018, should members wish to submit a representation.

5.3 CORRECTION TO ACCOUNTS

An overpayment of £88.23 was made in the Clerk's salary for December. This has been deducted from January's salary. The figure paid was prior to deduction of national insurance – I read the wrong line in the spreadsheet!

5.4 INCIDENT AT MARTIN CLOSE

The Clerk was witness to an incident at Martin Close, as part of Parish Council duties. A plumber had been engaged to attend the changing rooms to quote for draining down the showering facilities. The plumber had parked adjacent to the site in Martin Close, but was attacked by a local resident. When the Clerk arrived the plumber was leaving Martin Close, pursued by the resident, and had sustained minor injuries and damage to clothing and spectacles. This has raised the issue of safety when visiting this site.

5.5 ERECTION OF SIGNAGE AT ALBERT FELLOWES PARK

Signage indicating 'No Golf Practice' and 'No Motorcycles' has been erected at both entrances to Albert Fellowes Park. The invoice for £594.00 is included in the table of payments for authorisation.

5.6 POTENTIAL MEETING WITH MR KENWRIGHT, LOYOLA HALL

Members may be aware that Loyola Hall has been purchased by Mr Kenwright, a local property developer. Mr Kenwright has held discussions with St.Helens Council, and Rainhill Parish Council have now invited him to a meeting which will be held on Monday 29th January 2018 at 6.00pm in the Village Hall. I would be grateful if members could confirm their availability at the meeting.

5.7 NALC CONSULATION ON ISSUES WITH PARK HOMES

NALC recently circulated a survey requesting views on Park homes and second home ownership, and its effect on Parish Council services. As this is not a particular issue in our area I did not complete the questionnaire. However, if members consider that a response is justified the survey is open until 7 February.

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

No comment has yet been submitted for the following application the Planning Sub-Committee are currently considering it:

P/2017/0959 - Rocklands House, View Road, demolition of existing single storey chalets and proposed reduction of existing site levels and development of 3 residential dwellings comprising of 1 x four bedroom and 2 x three bedroom detached dwellings with garage and driveway parking and associated landscaping.

7. TO AUTHORISE ACCOUNTS FOR PAYMENT

Payee	Description	Amount	Ref
G Pinder	Telephone	15.00	
	Salary - Jan (less Tax, NI & Pens)	1110.15	
	Photocopying - Dec	17.50	
		1142.65	TFR274
Merseyside Pension Fund	LGPS – Jan	310.40	TFR275
Scottish Power	Deepdale Drive (Rainhill Park) - Jan	21.00	STO
Npower	Martin Close (Holt) - Jan	16.00	DD
United Utilities	Rainhill Park Playing Fields – Jan	55.06	DD
United Utilities	Holt Playing Fields – Jan	6.33	STO
Hydraclean	Legionella Testing Holt Lane - Jan	51.00	STO
Hydraclean	Legionella Testing Rainhill Park – Jan	52.00	STO
St Helens Council	Erection of signs at AFP No Golf	594.00	TFR273
St Helens Council	Grounds Maintenance - Exchange Place	456.66	TFR276
Stone Central	Clean War Memorial	1260.00	TFR277
CC Elec Ltd	Electrical Testing Reports at APF & Holt	510.00	TFR278
G Pinder	Telephone	15.00	
	Salary - Feb (less Tax, NI & Pens)	1110.35	
		1125.35	TFR279
Merseyside Pension Fund	LGPS – Feb	310.40	TFR280
Scottish Power	Deepdale Drive (Rainhill Park) - Feb	21.00	STO
Npower	Martin Close (Holt) - Feb	16.00	DD
United Utilities	Rainhill Park Playing Fields – Feb	55.06	DD
United Utilities	Holt Playing Fields – Feb	6.33	STO
Hydraclean	Legionella Testing Holt Lane - Feb	51.00	STO
Hydraclean	Legionella Testing Rainhill Park – Feb	52.00	STO
S.137 Payments			
Oakdene School	Donation – Christmas Lights Event	100.00	077
Willowbrook Hospice	Donation – Christmas Lights Event	100.00	078

The Council should consider approving the above payments.

8. TO CONSIDER NOMINATING THE COMMERCIAL HOTEL AS AN ASSET OF COMMUNITY VALUE

Background

Members may recall that the Commercial Hotel, Station Street, had been offered for sale. There had been interest from a brewery to purchase the property and maintain it as a public house. This process was still in progress at time of writing. However, the sale of the premises has led to concerns that the premises could, in future, be lost as a public house.

At our October meeting it was resolved that the Clerk investigate registering the Commercial Hotel as an asset of community value (ACV). The right to register ACV's came into force on the 21 September 2012 under the Localism Act 2011, and gives community and voluntary bodies the opportunity to nominate, bid for and potentially take over the running of assets that are considered of value to the local community.

Current Position

The Clerk's investigations revealed that a local group 'The Commercial Supporters Group' had already submitted a nomination to have The Commercial listed as an ACV. St.Helens Council accepted the nomination and undertook the necessary consultations. In response to the nomination, the current owners lodged an objection to the nomination on various grounds, one of which was the eligibility of the nominating group to make the nomination. This query was duly raised with the Commercial Supporters Group. The potential options for moving this forward have been considered with the Group, one of which is that the Parish Council make the nomination.

Parish Council Nomination?

As a Parish Council, we qualify as a nominating body to submit a nomination for listing. It is considered that the most expedient way to progress the nomination for listing, is that The Commercial Supporters Group withdraw their nomination, and a new nomination be submitted by the Parish Council, we are unable to simply take over the submitted nomination. However, in order to do this, there needs to be a resolution by the Council.

Implications

I would like to remind members of the implications of the Parish Council making a successful nomination:

- The Community Right to Bid for Assets of Community Value allows voluntary and community organisations to nominate an asset which they consider has benefits for social well-being and social interests.
- Once an asset has been listed nothing further will happen unless and until the owner decides to dispose of it.
- If the owner of a listed asset wishes to sell the building, they must first contact St.Helens Council, who would in turn notify the Parish Council.
- The Parish Council would then have a 6 week period to make a written request to be treated as a potential bidder for the property. During this period the property may not be sold.
- If such a request is made by the Parish Council during this initial period, then a full 6 month moratorium on the sale will operate.
- During this 6 month period the owner may continue to market and negotiate sales, but may not exchange contracts – unless it is with the Parish Council.
- After the moratorium period – either the 6 weeks (if there has been no request submitted by the Parish Council), or the full 6 months – the owner is free to sell to whomever they choose and at whatever price.

What the listing as an ACV cannot achieve

- These provisions do not restrict in any way who the owner of a listed asset can sell their property to, or at what price.
- They also do not confer a right of first refusal to the Parish Council, the owner can sell to whomever they wish.

- The provisions do not place any restriction on what an owner can do with their property, once listed, so long as it remains in their ownership, though a listing may be considered material to any planning application.
- The ACV listing would not offer any protection to the building itself. The building could be demolished (unless other protection is in place), provided it remains in the same ownership.

Considerations

The Parish Council could re-submit a nomination as a qualifying body. If the nomination were successful, would this raise public expectation of what could be achieved? Would the Parish Council ever be in a position to bid for the property, should it be offered for sale? Would the Parish Council be willing to coordinate a community bid for the property, if one were achievable? Submitting a nomination does not commit the Parish Council to any actions beyond the listing and, if successful, would put in place procedures that would provide options in the future. However, if those options are unrealistic is it worthy of our resources?

The Council should consider whether a nomination for listing as an asset of community value should be submitted for The Commercial Hotel.

9. TO APPROVE THE QUARTERLY BUDGET REPORT AND BANK RECONCILIATION

I have prepared a quarterly budget report, attached at appendix 1, to provide an update on the financial position to the end of December. 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.

The figures show underspend on:

Employer NI & Pension	– due to a reduction in pension contributions – addressed in next year's budget
Administration	– this will balance slightly before the year end;
Public Open Spaces budget	– bill for wall repair will be deducted next quarter;
Environmental Improvements	– bill for barrier baskets and cleaning war memorial due; and
Website	– no improvement have been commissioned.

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.

10. TO CONSIDER THE INTRODUCTION OF POLICIES FOR THE COUNCIL

Together with core documents, it is good practice for the Council to have a set of adopted policies on various topics. The Clerk has been working on a number of policies on key areas and will present them for consideration throughout the year. It is important to recognise the need to review documents, each policy prepared will have a suggested date of review to ensure it is kept up to date.

Child Protection Policy

Local authorities have overarching responsibility for safeguarding and promoting the welfare of all children and young people in their area. Principal authorities have a number of statutory functions under various legislation but principally the 1989 and 2004 Children Acts.

A copy of the suggested policy is attached at appendix 1. There is no statutory review period for this policy, a four year review period is suggested.

The Council should consider adopting the child protection policy attached at appendix 1.

11. TO APPROVE THE ANNUAL REPORT TIMETABLE

The Annual Parish Meeting is to be held on 25th April 2018, 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 5,050 copies, as last year, which remains at £1,095.00. Distribution to 4,993 properties would cost £480.00, 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.	3 rd April	(4/5 delivery days)
Delivery of annual report complete by	11 th April	(two weeks before APM)
Annual Parish Meeting	25 th 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.

12. TO APPROVE THE FUTURE MEETING DATES:

I am proposing the following dates to be published in the 2018 Annual Report (all Mon unless stated otherwise):

Annual Parish Meeting Wed 25th April 2018 (already approved)
APCM 14th May 2018 (already approved)
18th June 2018
23rd July 2018
3rd September 2018
15th October 2018
Finance 12th November 2018
10th December 2018
21st January 2019
4th March 2019

The following dates will not be published in the 2018 Annual Report:
2019 Annual Parish Meeting Wed 24th April 2019
2019 Annual Parish Council Meeting 13th May 2019

The Council should consider approving these dates

13. TO CONSIDER A REQUEST FROM RAINHILL RECREATION CLUB TO USE PITCHES AT ALBERT FELLOWES PARK

A request was received from Rainhill Recreation Club to make use of one of the pitches current not being used at Albert Fellowes Park. It was explained that pitch hire fees have been paid for use of the pitch by Rainhill Town Veterans Team, but they are no longer

members of the Recreation Club and therefore do not use the pitch. The Chairman of Rainhill Recreation Club requested that the Parish Council permit the unused pitch be used by Rainhill United for the remainder of the season.

Confirmation was sought from Rainhill Town that the Veterans Team no longer needed to use this pitch, but the response confirmed:

"We removed the vets due to the conditions of both pitches, we have basically oversubscribed on them. If you allow any more usage the pitches will not be playable to complete the season. We have only played four adult games on the pitches at present and no further teams should be allowed to play. The goals are Rainhill Town's goals and not available to other teams due to our insurance. It only covers Rainhill Town FC."

The pitches are known to suffer from drainage issues. Rainhill Town have made several complaints over recent months regarding drainage problems at Albert Fellowes Park, which have been discussed with St.Helens Council. This would substantiate the objection.

Again, the finer detail of which pitches are hired, for which days, and by whom is not logged by the Clerk, but the teams appear to know. Whilst the pitch may currently be an unused resource it has apparently be hired to the Veterans and if they are not using it due to its condition it appears unwise to allow others to use it.

Member should consider whether the request to transfer the pitch hire is to be granted.

14. TO CONSIDER POTENTIAL CONTRIBUTION TO CONTAINER AT HOLT LANE

Discussions have been held with Rainhill Rockets regarding the submission of a planning application for a storage container and fencing at Holt Lane playing fields. Whilst discussions are ongoing regarding the eventual replacement of the changing room facilities, it is considered that the requirement for additional storage has become urgent and should be pursued independently.

The Parish Council has already agreed to submit a planning application on behalf of Rainhill Rockets, should funding be available. Funding may be available via Cory Environmental to enable the works, however, in order to submit a funding application an independent third party contributor must be identified.

The potential scheme could cost in the region of £6,000, and possibly more should additional car parking be included. The third party contributor would be required to pay 10% of grant allocated. If the Parish Council were prepared to act as third party contributor this could cost in the region of £600, this is in addition to costs associated with the planning application.

The Council should consider if it will be a third party contributor to support a grant application to Cory Environmental Trust by Rainhill Rockets.

15. TO CONSIDER SUPPORT FOR PROVISION OF HERITAGE PLAQUES AND BOARDS

On 9th January members of the Parish Council met with the Heritage Committee of Rainhill Civic Society. The Civic Society gave a presentation on the provision of Heritage Plaques and interpretation boards. The idea had initially been suggested to the Parish Council, and a resolution was made to forward it to the Civic Society for consideration.

The presentation detailed the proposal to add six heritage plaques in the village centre at: The site of the Rainhill trials; the skew bridge; Kendricks Cross – site of the toll gate; St. Ann's Millennium Centre; Victoria Hotel; and Commercial Hotel. Together with the

plaques, two interpretation boards, one based on a village centre trail and one taking a longer trail around the village are also planned.

The project has been costed as follows:

A 300mm diameter plaque cost £250 (6 proposed) plus cost of fitting on site.

A lectern style interpretation board cost £800 - £1,000 (2 proposed).

The overall cost of the project is estimated between £5,000 - £6,000.

As this is not a special event or charity work it is unlikely to attract funding from the Rotary or Gala Committee.

The Civic Society would like this to be a joint venture with the Parish Council. Planning permission would be needed for the boards, and in some cases listed building consent would be needed for the plaques. Assistance in terms of obtaining consent both from land/building owners and from St.Helens Council would be required, together with any financial support available.

An electronic version of the presentation has been circulated to all members, please ask if you would like me to send it again. A paper copy will be available at the meeting.

The Council should consider if it has the resources to support the Civic Society in a joint venture to provide heritage plaques and interpretation boards.

16. TO CONSIDER QUOTES FOR DECOMMISSIONING OF CHANGING ROOM SHOWERS

At the December meeting it was resolved that the Clerk obtain quotes for decommissioning of the changing room showers (MIN 1025: 11.12.17)

The following quotes have been obtained:

Hydraclean Ltd	Albert Fellowes Park	Holt Lane
<ul style="list-style-type: none"> • Drain and decommission the HWS and the cold feed to the showers as they are no longer used. • Leave the HWS in situ in case it is ever used in the future but remove any dead legs associated with the pipework. • In its place install a 15 litre POU heater to feed the sinks. 	£890.00 + VAT	£890.00 + VAT
Laughton & Wallace		
<ul style="list-style-type: none"> • Decommission all showers including the draining but leaving in situ of the unvented cylinder • Supply and fit single point electric water heater with a movable spout, we are not sure how many you require. A further electrical survey is required 	£400.00 + vat £325.00 each, fitted.	£200.00 + vat £325.00 each, fitted
Sure Fire Heating		
<ul style="list-style-type: none"> • Drain down mains pressure cylinder. Remove hot water supply to x3 showers and x2 sinks but leave fixes in place for future reference. To supply and fit 15 litre under sink heater to provide hot water to x2 wash hand basins. 13 amp electrical supply to be obtained from boiler room cupboard. 		£650+vat.

<ul style="list-style-type: none"> • Drain down hot water supply to x4 showers and cylinder and sink in referees shower room. 10litre Under-sink to be fitted under wash and basin. Electrical supply to be obtained from cylinder cupboard. Away team dressing room as above. 	<p>£850+vat.</p>	
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On the basis of the above quotes Laughton & Wallace would appear to be most cost effective, provided only one point of use heater is adequate at each site.

The Council should appoint a contractor to undertake decommissioning of the showers at both changing room facilities.

17. TO CONSIDER RESIDENTS COMMENTS AND COMPLAINTS

The Clerk has dealt with correspondence relating to: details of Rainhill Railway Museum; erection of and removal of banners on the 4F Centre fencing; ownership of fields at AFP and the replacement of fencing; intermittent problem with the variable speed sign at Norlands Lane, jnc.7 roundabout; continued car sales close to Ship Inn, Warrington Road; Parish Council elections and the process for being elected.

Dangerous Manhole Cover, Tasker Terrace, Rainhill

Following receipt of a complaint regarding a potential slip hazard at Tasker Terrace/Ritherup Lane, a report was submitted to St.Helens Council. Initially the Clerk was instructed to contact Scottish Power as it would be within their jurisdiction. Following completion of an online complaint form Scottish Power confirmed that responsibility lay with St.Helens Council.

At the second attempt, St.Helens Council indicated that "Highway Inspector went up on a wet inspection on the date of 20/12/17 found that the lid did not cause himself to slip. St Helens works to a criteria of polished lids to which this one doesn't meet the criteria"

Clarification was sought on the meaning of the closing statement, and a further response was received indicating:

"Thank you for your recent email. I can advise you that St Helens Council as highway authority has a duty to keep the highways of the borough safe. To this end footways are routinely inspected and actionable defects identified and will be repaired. This allegedly Dangerous lid to this Utilities box as been walked over thousands of times. I have taken my valuable time to inspect this allegedly slippery lid taken a risk assessment to no avail nobody including myself did not slip.

I hope this answers your query. Should you require any further information on other highway related issues please do not hesitate to get in touch".

The complaint has been included to consider if further correspondence is needed.

Members should consider if there is any further action that can be taken.

Anti-social behaviour at Alness Drive

Members may recall that a resident attended the December meeting to report an incident of anti-social behaviour in a passage way close to Alness Drive. Following the meeting it was confirmed that the issue related to the passageway between Coylton and Alness. At the time this was not thought to be a Parish matter and no specific action was requested. Ward Councillors have in the past sought to have the entryway gated off, but St.Helens Council have not supported the idea.

The Clerk wrote to the Police to seek support to have alley gates installed. The response confirmed that there were only 7 reported crimes in the last month, which would not support

the installation of alley gates. The alleyway between Coylton Avenue and Alness Drive is used by Rainhill High school pupils to and from school.

The complainant has not been contacted by the Clerk, though may have been by Ward Councillors? Would the Council like any further action to be taken on this complaint?

Members should consider if they wish to take any further action on this complaint.

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

5th March 2018, 7.30pm.

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).

PRIVATE AGENDA

21. PRECEPT

A 'Precept Statement' paper and a 'Budget Proposals' paper are both attached and both papers support the provisional Precept amount of £67,000 in line with discussions at the November Finance meeting.

The Council should determine the Precept for 2018/19.

**Rainhill Parish Council
Budget Monitoring Report 2017/18**

April - December 2017

Item of Expenditure	Budget for this period	Actual Spend to date	Budget for 2017/2018	Year End Forecast	Variance from Budget (£)	Variance from Budget (%)	Explanation for Major Variances (>£500)
1. Association of Local Councils	900	0	1,200	930	-900	-100	The total amount (=£929 in 2017) is paid in March
2. Wages/Salaries - Gross	11,775	11,680	15,700	15,643	-95	-1	
3. Employer NI & Pension Payments	4,125	2,835	5,500	3,801	-1,290	-31	Pension payments reduced April 2017
4. Administration	2,625	1,920	3,500	3,156	-705	-27	Underspend may disappear through year
5. Insurance	900	1,056	1,200	1,056	156	17	
6. Public Open Spaces	7,500	4,375	10,000	14,911	-3,125	-42	Bill for rebuilding wall included in year end forecast
7. Rainhill Village Hall	8,267	9,103	11,023	11,023	835	10	Balance always cleared at 31st March
8. Contingency	3,750	0	5,000	-	-3,750	-100	There has currently been no call on contingency
9. Environmental Improvements (+S137)	7,875	721	10,500	10,681	-7,154	-91	Bill for barrier baskets & war memorial cleaning outstanding
10. Election Expenses/Reserves	0	0	0	0	0	0	
11. Good Citizenship Award	525	0	700	700	-525	-100	Expense is due in February
12. Charter Mark/Publicity	2,250	1,538	3,000	1,638	-712	-32	Resources included for Rocket 190 publicity underspent
13. Website Improvements	750	0	1,000	-	-750	-100	No improvements undertaken
Totals	£51,244	£33,227	£68,323	£63,540	-18,016		

Income April - Dec 2017

Remitter	Precept	Pitch Hire	Other	Misc	TOTAL INCOME	VAT Refund	Explanation
20/04/17 St Helens Council	31700.00				31,700		Precept Part 1 of 2
01/06/17 HMRC						2898	Refund rather than income
23/06/17 St Helens Council	31700.00				31,700		Precept Part 2 of 2
22/06/17 Scottish Power			25		25		Goodwill Payment
08/08/17 Rainhill Town AFC		1,309			1,309		Pitch Hire Fees
12/08/17 Rainhill Rockets		322			322		Pitch Hire Fees
10/10/17 4F Centre					490		Insurance premium reimbursement
Totals to Dec 2017	£63,400	£1,631	£25	£0	£65,546	£2,898	

BANK ACCOUNTS / BANK RECONCILIATION

BANK RECONCILIATION AS AT 31 Dec 2017:-

BALANCE B/F:	53284.90	CURRENT ACCOUNT BALANCE	52456.19
plus		plus	
TOTAL RECEIPTS	68443.41	TSB HOLDING ACCOUNT	36000.00
less		less	
TOTAL PAYMENTS	33315.62	UNPRESENTED CHEQUES	43.50
BALANCE c/f	<u>88412.69</u>		<u>88412.69</u>

Meeting held on 22nd January 2018

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Chairman

RAINHILL PARISH COUNCIL

CHILD PROTECTION POLICY

Rainhill Parish Council is committed to ensuring that children and young people are protected and kept safe from harm whilst they are engaged in any activity associated with the Council and to establishing the following principles:

- **Anyone under the age of 18 years is considered to be a child.**
- The welfare of the child is paramount.
- All children and young people without exception, have the right to protection from abuse regardless of age, gender, disability, culture, language, racial origin, religion or sexual orientation and for their rights, feelings and views to be respected.
- All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately.
- Any organisation using land or premises owned or leased by the Council and engaging with children and young people must have their own Child Protection Policy and Child Protection Officer.

In line with these principles the Parish Council will aim to:

- Create a healthy and safe environment for all activities, where children and young people feel safe and secure.
- Promote the general welfare, health and full development of children and young people during activities.
- Promote and implement appropriate procedures to safeguard the well-being of children and young people and protect them from abuse.
- Respect the rights, wishes and feelings of children and young people and ensure that they are listened to.
- Ensure that any allegations made by a child are not allowed to go unchallenged, and that any allegations and suspicions are investigated, recorded and acted upon promptly.
- Ensure that councillors, staff and volunteers are well informed, supported and enabled to provide the best possible practice.
- Ensure that all new employees/volunteers who will work with, or come into contact with, children and young people in the course of their work activities will complete a disclosure form from the Disclosure and Barring Service (DBS) to ensure that there are no irregularities in their background that may give cause for concern.

RAINHILL PARISH COUNCIL CHILD PROTECTION POLICY

- Ensure that all new employees/volunteers will be provided with the Child Protection Policy and asked to sign to confirm that they understand it and will abide by it.
- Ensure any organisation using land or premises owned or leased by the Council will supply an acceptable Child Protection Policy and the contact details for their Child Protection Officer before an application to use any of the Council's land or facilities is approved.
- **Appoint a Child Protection Officer who will ensure that procedures are put in place to ensure the aims of the Parish Council are met and to initiate appropriate action should any allegation of improper conduct be made.**

The Council's Child Protection Officer is the Clerk to the Council

Child Protection Officer Contact Details:

**Mrs Gillian Pinder
12 Toftwood Gardens
Rainhill
L35 0QX
Tel: 07565 524414
Email: rainhillpc@hotmail.co.uk**

RAINHILL PARISH COUNCIL CHILD PROTECTION POLICY

BASIC GOOD PRACTICE WHEN WORKING WITH CHILDREN

When working with children **you should:**

- Always be publicly open. Avoid any situations where you and an individual child are completely unobserved.

When working with children you **should never:**

- Engage in rough, physical or sexually provocative games.
- Allow or engage in any form of inappropriate contact.
- Allow children to use inappropriate language unchallenged.
- Make sexually suggestive comments to a child, even in fun.
- Allow allegations made by a child to go unchallenged, unrecorded or not acted upon.
- Do things of a personal nature that the child can do for itself.

Date of Adoption: DD/MM/YY
Date of next review: January 2022