

9<sup>th</sup> October 2018

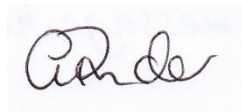
Dear Councillor,

You are summoned to attend the Ordinary meeting of the Parish Council to be held on Monday 15th October 2018, in the Elm Room at the Village Hall, commencing at 7.30pm. We are expecting representatives from Merseyside Police and the Police & Crime Commissioners Office.

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,



G. Pinder  
Clerk to the Council



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**RAINHILL PARISH COUNCIL AGENDA**  
**15th October 2018**

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 3rd September 2018
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/2018/0600 - Wylde Cop, Mill Lane, alterations to roof from existing hip to gable (increasing height) to facilitate loft conversion, with dormers to front and rear.
  - P/2018/0604 - 59 Deepdale Drive, resubmission of P/2018/0444 for the erection of a 2m high boundary fence.
  - P/2018/0622 - 10 Lawton Road, single storey rear extension.
  - P/2018/0649 - 708 Warrington Road, retention of raised garden levels and fencing.
  - P/2018/0655 - 545 Warrington Road, single storey extension to rear elevation.
  - P/2018/0656 - 543 Warrington Road, amendments to wall and gate posts fronting onto Warrington Road
  - P/2018/0679 - 6 Dane Court, change of use from vacant retail unit (A1) to Tapas / Wine Bar (A4), along with external seating outside existing Blue Mango Restaurant.
  - P/2018/0683 - Valluga Old Lane, erection of replacement dwelling and the erection of a wall and entrance gate adjacent to the highway.
  - P/2018/0686 - 74 Mooreway, certificate of lawfulness for proposed single storey rear extension.
  - P/2018/0700 - 22 Porter Close, single storey front extensions along with single storey rear extension.
  - P/2018/0696 - Oakdene Primary School, Ashton Avenue, retrospective planning application to extend the existing staff car park to create 9 additional parking bays along with associated works.
  - P/2018/0714 - 5 Stapleton Close, two storey side extension.
  - P/2018/0715 - 494 Warrington Road, Part two storey, part single storey extension.
7. To authorise the accounts payable (list included in report)
8. To consider a request for funding of commemorative plaques
9. To receive an update on Civic Society interpretation boards
10. To approve the quarterly budget report and bank reconciliation.
11. To approve a timetable for Good Citizenship Awards
12. To consider road closure for remembrance service
13. To appoint contractors to undertake annual maintenance tests
14. To consider a request for financial assistance from Rainhill United
15. To consider revisions to the Police Community compact
16. To consider the actions of the Rocket 190 Group
17. To consider the erection of commemorative plaque at railway station
18. To consider redecoration of the Village Hall
19. To consider electronic circulation of agenda packs
20. To consider adoption of an equality charter
21. To consider residents comments and complaints
22. 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
23. Date & Time of Next Meeting:

15<sup>th</sup> October 2018, 7.30pm

**RAINHILL PARISH COUNCIL – MINUTES**  
**3rd SEPTEMBER 2018**

At a meeting of the Parish Council held at 7.30pm on Monday 3<sup>rd</sup> September 2018 at Rainhill Village Hall, the following were present:

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

6 members of the public were present.

**18.103 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs: J. DeAsha, J. Fulham, B. Grunewald, D. Long and P. Long who were detained at a Borough Council meeting.

**18.104 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**18.105 MINUTES OF THE ORDINARY MEETING HELD ON 23<sup>rd</sup> JULY 2018**

It was resolved that the minutes of the Ordinary Parish Council Meeting held on the 23<sup>rd</sup> July 2018 should be approved and signed by the Chair as a correct record.

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

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

**18.107 CLERK'S REPORT**

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

Cllr Wood entered the meeting during discussion on the following item.

**18.108 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/2018/0545 - 45 St James Road, single storey rear extension.

P/2018/0548 - Rainhill Mount, Mill Lane, single storey rear extension, and associated works.

P/2018/0565 - 19 Coylton Avenue, first floor side extension together with single storey rear extension.

P/2018/0573 - 24 Lowther Drive, demolition of existing garage and erection of single storey side extension.

P/2018/0600 - Wylde Cop, Mill Lane, alterations to roof from existing hip to gable (increasing height) to facilitate loft conversion, with dormers to front and rear.

P/2018/0604 - 59 Deepdale Drive, resubmission of P/2018/0444/HHFP for the erection of a 2m high boundary fence.

P/2018/0622 - 10 Lawton Road, single storey rear extension.

Representations had been submitted to the following applications:

P/2018/0514 - 35 Galston Avenue, part two storey, part single storey side and rear extension.

P/2018/0605 - 85 Ashton Avenue, first floor balcony with balustrade and replacement of first floor window with door, to rear elevation.

**RAINHILL PARISH COUNCIL – MINUTES**  
**3rd SEPTEMBER 2018**

The meeting was adjourned.

Members of Rainhill Civic Society gave a presentation on proposed new railway heritage plaques and screens proposed for Rainhill Village Centre, and requested Parish Council support in providing them.

A resident of Warrington Road made a representation on the proposed tree planting project and the effect it would have on parking issues in the area.

The meeting was reconvened.

**18.109 ACCOUNTS FOR PAYMENT**

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

<b>Payee</b>	<b>Description</b>	<b>Amount</b>	<b>Ref</b>
G Pinder	Photocopying	12.80	
G Pinder	Clerk's Salary - Sept	1135.48	
	Telephone	15.00	
	Antivirus Protection	17.49	
	Website Hosting for Rocket 190	95.98	
		1276.75	TFR322
Merseyside Pension Fund	LGPS – Sept	316.60	TFR323
HMRC	Tax & NI (Jul - Sep)	668.01	TFR324
Scottish Power	Albert Fellowes Park - Sept	16.00	STO
Npower	Martin Close (Holt) - Sept	16.00	DD
Water Plus	Albert Fellowes Park – Sept	160.70	DD
Water Plus	Holt Playing Fields – Sept	6.33	STO
B Walsh	Website Consultancy and Support	2.50	TFR325
Signs of Cheshire Ltd	Replacement Noticeboard	1224.00	TFR326
PKF Littlejohn	External Audit Fee	360.00	TFR327
Zurich Municipal	Insurance Renewal Premium	1130.14	TFR328
Unity Trust Bank	Bank Charges (Jul - Sep)	18.00	DD

**18.110 TO CONSIDER REQUEST FOR FUNDING OF COMMEMORATIVE PLAQUES**

Resolved that the Parish Council support the idea of the commemorative plaques and screens, however, further detail was needed on the finishings of the items to ensure a satisfactory long-term appearance. Clerk to request further details. Discussions would be held with Borough Councillors regarding a contribution from CIF funding.

**18.111 TO CONSIDER PROPOSED TREE PLANTING PROJECT**

Resolved that the project would ensure an even distribution of trees along the length of the area identified. The project would commence with trees at the outer most positions and work toward the centre.

**18.112 TO AUTHORISE AN INDEPENDENT REGISTERED MEDICAL PRACTITIONER**

Resolved that James Quigley be appointed as Independent Registered Medical Practitioner to Rainhill Parish Council.

**18.113 TO CONSIDER PLACING AN ADVERT IN THE BEER FESTIVAL PROGRAMME**

**RAINHILL PARISH COUNCIL – MINUTES**  
**3rd SEPTEMBER 2018**

Resolved that the Parish Council would place an advert in the beer festival programme at a cost of £100.00.

**18.114 TO CONSIDER THE ACTIONS OF THE ROCKET 190 GROUP**

Resolved that the report be noted and that further details of the erection of a commemorative plaque be brought to the next meeting.

**18.115 TO CONSIDER THE CURRENT PITCH HIRE AGREEMENTS**

Resolved that this item be deferred to the next meeting for discussion.

**18.116 TO APPROVE THE AUDITED ANNUAL RETURN**

Resolved that the final version of the Annual Governance and Accountability Return be approved and accepted.

**18.117 TO CONSIDER THE ADOPTION OF A CHILD PROTECTION POLICY**

Resolved that the Child Protection Policy be adopted.

**18.118 TO CONSIDER RESIDENTS COMMENTS AND COMPLAINTS**

Resolved that the complaints reported in the agenda report be noted; that the St.Helens Scouts be informed that donations are made to Rainhill organisations only; and that the issue of rubbish left on Albert Fellowes Park be resolved by the users.

The Clerk was instructed to report the broken door on the telephone kiosk at View Road.

**18.119 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 there were no current issues.
- Village Hall Management Committee: Cllr Moore reported that the application had been made to Biffa for replacement of the foyer roof and improvements to both kitchens. The Parish Council agreed to be third party contributors, through the VH grant allowance.
- Rainhill Railway & Heritage Society: Cllr Wood reported that the group were currently on Summer break.
- Merseyside Association of Local Councils: Cllr Wood reported that there had been no recent meeting but he would be attending a meeting of LALC in Preston on 8.9.18.
- Rainhill Gala: no report
- 4F Centre: Cllr L. Glover reported that there were no current issues and the committee would be meeting next week.

**18.120 DATE & TIME OF NEXT MEETING**

It was resolved that the next ordinary meeting would be held on Monday 15<sup>th</sup> October 2018, starting at 7:30pm, the venue being Rainhill Village Hall.

The meeting closed at 8.37 pm.

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Chair of the Parish Council  
15<sup>th</sup> October 2018

## Police Report

Merseyside Police Report for Rainhill Parish Council Meeting Monday 15th October 2018

Area: Rainhill Month: August 2018

	2017	2018	Diff	% Diff	Description
Burglary Business & Community	3	0	-3	-100	
Burglary Residential	5	3	-2	-40	1) Glass from rear patio door shattered - no entry gained - nothing stolen - Warrington Road 2) Sports items stolen from rear shed - Ryder Close 3) Unsuccessful attempt to gain entry via side window - Kendal Drive
Criminal Damage	4	2	-2	-50	1) Unknown offenders have caused smoke damage to the display railway carriage - Rainhill library 2) Damage to contents of care home by resident of care home - Mill Lane
Drugs	1	0	-1	-100	
Other Theft	7	12	5	71	1 - 10) Fuel put into vehicles - vehicles driven off with no attempt to pay for fuel - Shell Warrington Road 11) Dispute over taxi fare - resolved - Warrington Road 12) Cold caller offers to cut grass - resident not happy with work - Trent Road
Public Order	3	7	4	133	1) Aggressive attitude to staff for not being allowed to use staff toilet - Warrington Road 2) Neighbour dispute over work on boundary fence - Amanda Road 3) Drunken female abusive to staff - Warrington Road 4) Threat to female staff following an error made by staff - Warrington Road 5) Threat to customer following an error made by staff - Warrington Road 6) Ex-partners in verbal dispute - Warrington Road 7) Ex-partner collects child from child's address - verbal dispute - Sandhurst Road
Robbery Business	0	0	0	0	
Robbery Personal	1	1	0	0	1) Pedal cycle taken from 14 year old child by older youth following threats to harm - Longton Lane
Theft Bike	1	0	-1	0	
T.F.M.V.	3	3	0	0	1) Part of centre console from vehicle stolen - Mill Lane 2) Offside front window smashed - bag taken containing passport - Derwent Close 3) Cash stolen from vehicle - First Avenue
Theft Shop	2	1	-1	-50	1) Items stolen - no attempt to pay - Texaco Service Station
T.O.M.V.	0	2	2	100	1) Unknown person steals motor vehicle from Longton Lane 2) Unknown person steals motor vehicle from Renwick Avenue
Vehicle Interference	1	0	-1	-100	
Total	31	31	0	0	
ASB	16	14	-2	-13	

## Police Report

Merseyside Police Report for Rainhill Parish Council Meeting Monday 15th October 2018

Area: Rainhill Month: Sept 2018

	2017	2018	Diff	% Diff	Description
Burglary Business & Community	2	1	-1	-50	1) Staff distracted - accomplice enters stock room & steals large quantity of cigarettes - Warrington Road
Burglary Residential	6	1	-5	-83	1) Items stolen from residential address - no forced entry - Warrington Road
Criminal Damage	3	6	3	100	1) Rear door of library damaged - Rainhill library 2) Plant pot taken from garden & used to damage vehicle - same date as below - Stoney Lane 3) Wing mirror of vehicle damaged - same date as above - Stoney Lane 4) Verbal argument with staff member - property damaged - male arrested - Mill Lane 5) Paintwork of vehicle damaged while parked safely on the road - Second Avenue 6) Vehicle kicked causing a small dent - Warrington Road
Drugs	1	2	1	100	1) Found in possession of cannabis - Warrington Road close to Rainhill Stoops 2) Warrant executed - cannabis plants located - Tasker Terrace
Other Theft	13	6	-7	-54	1 - 3) Fuel put into vehicles - vehicles driven off with no attempt to pay for fuel - Shell Warrington Road 4) Electricity meter bridged - cannabis cultivation - Tasker Terrace 5) Golf clubs stolen from bag left in container in rear garden - Stephenson Grove 6) Taxi-driver reported 2 males with no money to pay taxi fare - St Winifred Road
Public Order	6	3	-3	-50	1) Taxi driver takes exception to verbal remarks made by customer - Blundells Lane 2) Dispute between 2 car drivers - Warrington Road 3) Threats made during neighbour dispute - Warrington Road
Robbery Business	0	0	0	0	
Robbery Personal	0	0	0	0	
Theft Bike	2	0	-2	0	
T.F.M.V.	8	12	4	50	1) Van broken into - alcohol stolen - 8/9/18 - Coylton Avenue 2) Theft of log book, purse & insurance document from insecure vehicle - 24/9/18 - Mooreway 3) £1.50 cash stolen from insecure vehicle - 24/9/18 - Bishopdale Drive 4) Sneak theft from vehicle - 24/9/18 - Coverdale Avenue 5) Theft from vehicle by unknown means - vehicle possibly unlocked - 27/9/18 - Kendal Drive 6) Theft of purse from vehicle by unknown means - 27/9/18 - Stapleton Road 7) Theft from vehicle by unknown means - 27/9/18 - Chatsworth Road 8) Theft from vehicle by forcing the driver's door - 27/9/18 - Kendal Drive 9) Theft from van left secure - drills & bag of work tools stolen - 28/9/18 - Oakston Avenue 10) Theft from vehicle - cash stolen - 28/9/18 - Railton Close 11) Theft from vehicle - window smashed to gain entry - 28/9/18 - Lindrick Close 12) Theft of work tools from insecure vehicle - 28/9/18 - Kendal Drive
Theft Shop	2	1	-1	-50	1) Items concealed & then stolen - no attempt to pay - items recovered by staff - Co-op
T.O.M.V.	1	2	1	100	1) Unknown person steals motor vehicle left secure overnight from Elmswood Avenue 2) Unknown person steals motor vehicle left secure overnight from Longton lane
Vehicle Interference	0	7	7	100	1) Vehicle left insecure - entry gained to vehicle - nothing stolen - 25/9/18 - Bishopdale Drive 2) Entry gained to vehicle by unknown means - glovebox open - nothing stolen - 25/9/18 - Bishopdale Drive 3) Entry gained to vehicle by forcing passenger door lock - nothing stolen - 27/9/18 - Chatsworth Road 4) Entry gained to vehicle - car doors were then left ajar - untidy search - nothing stolen - 27/9/18 - Chatsworth Road 5) Vehicle left secure - vehicle damaged & entry gained - nothing stolen - 28/9/18 - Warrington Road 6) Entry gained to vehicle by unknown means - nothing stolen - 28/9/18 - Stapleton Avenue 7) Attempt to open car by trying the car door handle - 28/9/18 - Holt Lane
Total	44	41	-3	-7	
ASB	16	10	-6	-38	

# RAINHILL PARISH COUNCIL - CLERK'S REPORT OCTOBER 2018

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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 3<sup>rd</sup> September ordinary meeting have either been completed or are in progress. Additionally I can report the following:

#### **5.1 KNOWSLEY COUNCIL NOTIFICATION OF ADOPTION OF SPDS**

Notification has been received that Knowsley Council have adopted two Supplementary Planning Documents:

- Adding Social Value to Development: Employment and Skills Supplementary Planning Document
- Amended New Residential Development Supplementary Planning Document.

The documents can be viewed at <http://www.knowsley.gov.uk/localplan>. They are not considered to affect Rainhill residents.

#### **5.2 HIRE OF FOOTBALL PITCHES**

Members will recall that at the meeting on 3<sup>rd</sup> September a report on additional teams wishing to hire football pitches in Rainhill was deferred for discussion at this meeting. Following further dialog with the teams involved it was decided that the request was not to be pursued.

#### **5.3 REPLACEMENT OF SANDSTONE WALL**

I am pleased to report that the fencing to replace the collapsed section of sandstone wall at Old Lane playing fields is now complete. The invoice for the works is included in the table of payments for authorisation.

#### **5.4 PROVISION OF SILENT SOLDIER**

Members may have noticed that the Silent Soldier silhouettes have been located around the borough. An order was placed with the British Legion for a silhouette to be positioned in Houghton Street, and a fee of £250.00 transferred. However, the silhouette has not arrived. A query was raised with St.Helens Council and an investigation as to its whereabouts is being undertaken. It would appear that the fault lies with the British Legion who lost the order. They have indicated that an order will be produced as a matter of urgency. It should be in place before Remembrance Sunday.

#### **5.4 MERCHANT NAVY DAY**

Following the service on 3<sup>rd</sup> September, letters of thanks have been forwarded to those taking part. A donation of £41.50 was made to Liverpool Seafarers centre from monies collected for refreshments. The Red Ensign was flown until the Friday, then collected.



**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/2018/0600 - Wylde Cop, Mill Lane, alterations to roof from existing hip to gable (increasing height) to facilitate loft conversion, with dormers to front and rear.

P/2018/0604 - 59 Deepdale Drive, resubmission of P/2018/0444 for the erection of a 2m high boundary fence.

P/2018/0622 - 10 Lawton Road, single storey rear extension.

P/2018/0649 - 708 Warrington Road, retention of raised garden levels and fencing.

P/2018/0655 - 545 Warrington Road, single storey extension to rear elevation.

P/2018/0656 - 543 Warrington Road, amendments to wall and gate posts fronting onto Warrington Road.

No comment has been submitted for the following applications but the closing date for comments will still be open at the time of the meeting:

P/2018/0679 - 6 Dane Court, change of use from vacant retail unit (A1) to Tapas / Wine Bar (A4), along with external seating outside existing Blue Mango Restaurant.

P/2018/0683 - Valluga Old Lane, erection of replacement dwelling and the erection of a wall and entrance gate adjacent to the highway.

P/2018/0686 - 74 Mooreway, certificate of lawfulness for proposed single storey rear extension.

P/2018/0700 - 22 Porter Close, single storey front extensions along with single storey rear extension.

P/2018/0696 - Oakdene Primary School, Ashton Avenue, retrospective planning application to extend the existing staff car park to create 9 additional parking bays along with associated works.

P/2018/0714 - 5 Stapleton Close, two storey side extension.

P/2018/0715 - 494 Warrington Road, Part two storey, part single storey extension.

**The Council should note the actions taken.**

**7. TO AUTHORISE ACCOUNTS FOR PAYMENT**

Payee	Description	Amount	Ref
G Pinder	Photocopying	12.00	
	Clerk's Salary - Oct	1135.68	
	Telephone	15.00	
	Refreshments for Merchant Navy Day	2.97	
	Key for Old Lane Playing Fields	3.00	
		1168.65	TFR335
Merseyside Pension Fund	LGPS – Oct	316.60	TFR329
Scottish Power	Albert Fellowes Park - Oct	16.00	STO
Npower	Martin Close (Holt) - Oct	22.00	DD
Water Plus	Albert Fellowes Park – Oct	160.70	DD
Water Plus	Holt Playing Fields – Oct	6.33	STO
Village Hall	Insurance Premium	3062.17	TFR330
The Urban Jungles	Replacement fencing Old Lane	1950.00	TFR331
Kirk Craig Ltd	Service of Roller Shutters at AFP	60.00	TFR332
Rainhill Beer Festival	Advert in programme for Rocket 190	100.00	TFR333

St. Ann's Millennium Centre	Room Hire - Merchant Navy Day	17.50	TFR334
<b>November</b>			
G Pinder	Clerk's Salary - Nov	1135.48	
	Telephone	15.00	
		1150.48	TFR336
Merseyside Pension Fund	LGPS – Nov	316.60	TFR337
Scottish Power	Albert Fellowes Park - Nov	16.00	STO
Npower	Martin Close (Holt) - Nov	22.00	DD
Water Plus	Albert Fellowes Park – Nov	160.70	DD
Water Plus	Holt Playing Fields – Nov	6.33	STO

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

#### **8. TO CONSIDER REQUEST FOR FUNDING OF COMMEMORATIVE PLAQUES**

Members will recall a request at September's meeting 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 was requested to be returned to this meeting.

It has been confirmed that:

- The finish/strength of the lamp post plaques is similar to a street sign and therefore able to withstand strong winds.
- A powder coated finish can be produced at no extra cost. However, it is suggested that black paint may look better, and should last at least five years, but scratches or chips can be easily touched up or totally re-painted at an approximate cost of £10.
- An approach was made to Ward Councillors to make a contribution from CIF, which appeared to be well received. No figures have been agreed at present.
- Discussion on the wall artwork is still in progress regarding cost of fixing and location. The need for planning permission is also being investigated.

The information currently available:

Lamp post signs would cost approximately £50.00 each plus £56.00 installation. Four lamp posts have been identified, cost £424.00

Wall screen cost £125.00 x 3, plus fixing – to be confirmed (possibly plus fee for planning application – if necessary).

Information not currently available:

The cost of fixing the screens to the wall. Whether the wall owner's consent will be given to affix the screen. Whether planning consent will be required and is likely to be forthcoming.

The Parish Council should consider if it wishes to joint fund the artwork, with CIF, and whether any CIF money is likely to be available. If funding is to be granted would this be to a maximum contribution or by percentage?

**The Council should consider if a financial contribution is to be made towards the railway commemoration plaques and if so, how much.**

#### **9. TO RECEIVE AN UPDATE ON CIVIC SOCIETY INTERPRETATION BOARDS**

Members will recall a proposal by Rainhill Civic Society (RCS) to erect two interpretation boards and six heritage plaques around the village.

RCS have secured agreement from the agents for Dane Court shopping precinct (RPAM) to position the interpretation boards within the precinct. The boards would be placed at the foot of the tower, one facing the rear of the Precinct and the other facing the Village, providing a safe, traffic free environment for reading. The agent, RPAM, has indicated that no other consents would be necessary, this view is not shared by the planning department, who have indicated that planning permission would be required, though it is unlikely that any enforcement action would be taken against their installation. This position has been shared with the Civic Society.

Work is continuing on the six plaques, with owner's consent being sought. It is hoped that Rainhill Rotary will help fund the plaques.

**The Council should note the actions taken.**

**10. 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 September. I have explained the expenditure in relation to the budgeted figure and the reason for any major variance. A bank reconciliation has been prepared for signing by the Chair, copy also attached.

The figures show significant underspend on:

Public Open Spaces budget – however a number of larger bills are still awaited.

Significant overspend on:

Environmental Improvements/S.137 – payment for the new noticeboard, and the new Christmas lights account for a significant proportion of expenditure.

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 and approve the report and bank reconciliation.**

**11. TO APPROVE THE TIMETABLE FOR GOOD CITIZENSHIP AWARDS**

Nomination forms have been sent out to all the main organisations in Rainhill, and to those individuals who have requested a form.

The closing date for nominations is 16th November 2018 and, allowing a couple of days grace for late submissions, the following time table is suggested:

- Clerk copies nomination forms to members of Awards Group by 21st November.
- Awards Group meets at a convenient time before 7<sup>th</sup> December
- Recommendations of Awards Group ratified by full Council at 10<sup>th</sup> December Council meeting.

Subject to Member's agreement, the awards evening will take place, on the same basis as in previous years, on Friday 22nd February 2019. If this date can be agreed, I can book the room now.

**The Council should consider approving this timetable.**

**12. TO CONSIDER ROAD CLOSURE FOR REMEMBRANCE SERVICE**

The Remembrance Service held each November at the War Memorial requires a traffic regulation order to temporarily close the road. The cost of this is expected to be £550 and was met from Parish Council funds last year. Members need to consider if they are happy to meet this expense this year.

Discussion were held with St. Ann's Church and the British Legion regarding the timing of the service at the War Memorial, given that the service will fall on 11.11. However, it was concluded that the usual time of 10.30am church service followed by 12.00 noon War Memorial service would be followed.

**The Council should consider funding the road closure for the Remembrance Service.**

**13. TO APPOINT CONTRACTORS TO UNDERTAKE ANNUAL MAINTENANCE TESTS**

Members will recall that responsibility for safety checks at the changing rooms at Albert Fellowes Park and Holt Lane now lies with the Parish Council.

Last year the contract for roller shutter checks was awarded to Craig Kirk Ltd and this year's inspection was undertaken on 12.9.18. The service invoice is included in the table of payments for authorisation. As predicted last year, the service highlighted the need for replacement pin locks, as only two were in place. A quote of £50 (+ vat) per roller shutter to supply and fit was received – a quote for supply only is awaited, as the Clerk can fit these!

Last year CC Elec Ltd were appointed to undertake an Electrical Installation Condition Report at both sites, these are now valid for 5 years. The emergency lighting and PAT testing, undertaken at the same time, require renewal every 12 months. An estimate for undertaking these renewals has been obtained from CC Elec Ltd as follows:

- Emergency Lighting Periodic £60 per site (only applicable to AFP)
- PAT testing, £30 per site

Prices are exclusive of VAT.

It is considered this quote is reasonable, the company is local and known to be reliable.

**The Council should consider appointing CC Elec Ltd. to undertake electrical testing at the sports pavilions.**

**14. TO CONSIDER A REQUEST FOR FINANCIAL ASSISTANCE FROM RAINHILL UNITED**

The item above indicates that the pin locks at Albert Fellowes changing rooms are to be replaced. Rainhill United the principle users of the site were informed of the proposed replacement and made the following response:

“This is really disappointing as I have just had new keys cut for the new managers ahead of the new season –only to be told that these are no longer valid. This results in the need for the club to have to get 30 new keys cut. It is an absolute must that we have access to toilet facilities and running water in the case of accidents. This will mean substantial cost to Rainhill United. Can the Parish Council please pay for the replacement of these 30 keys, as you can appreciate having keys for young children to access toilet facilities and water is paramount.”

Rainhill United were reminded that when a similar situation occurred last year, it was emphasised that a full suite of pins were needed for insurance purposes and that they would be replaced this year. It is unfortunate that the previous pins have been lost, as a result the cost of the new pins now has to be met by the Parish Council. As a rough estimate each key could cost £3.00.

**The Council should consider whether it wishes to contribute towards the cost of new keys for Rainhill United Managers.**

## **15. TO CONSIDER REVISIONS TO THE POLICE COMMUNITY COMPACT**

A meeting was held on 10 September 2018 with Inspector Drennan, Merseyside Police, to review the Police Community Compact. Members will recall the commitments in the original document, in bold below. The current recommendations are set out under each point.

- **RPC to provide a location in Rainhill, such as the 4F Centre, where the PCSO will be for a given period in a day - possibly with a locker and the opportunity for a surgery and secure storage**

It was confirmed that PCSOs were still holding drop in sessions at Rainhill Library on Friday afternoons. These were being publicised via the web, Facebook (Fb) and other social media, but were not well attended. The Police would trial holding the sessions at different times to see if this proved more popular. Times and dates would be advertised on the Police Fb site and Parish Council website.

**Recommend:** the only change would be to remove reference to the 4F Centre.

- **RPC to offer structured (i.e. agreed frequency) communications for the Police to our residents via the website, annual meeting and possibly the annual report, in return for formal briefing /attending a Parish Council meeting say, every quarter.**

It was recommended that a partnership approach be adopted to include:  
St.Helens Council Officers and Cabinet lead for Community Safety;  
Merseyside Police;  
Merseyside Fire & Rescue Service; and  
Any other partners that can contribute of a safer, more secure Rainhill for residents.

Once established the partners would attend (when available) Rainhill Parish Council meetings to provide a bi-annual update of their work in Rainhill – this will require flexibility by all partners and the RPC in relation to meeting times and dates.

RPC to provide a communication strategy through their website to highlight the Community Safety Partnership (CSP) Partners direct websites and promote the likes of Merseyside Police's Facebook and other CSP partner's social media and other communication tools – with a commitment from CSP partners to keep their social media and other communications up to date and available for the RPC to promote.

The Police would try to attend meetings when resources allowed and were happy to answer any questions in between attendances.

**Recommend:** Change commitment to "A partnership be established to provide a network for communication of information to residents in relation to community safety. Partners to provide a bi-annual update of their work in Rainhill in return for RPC promoting direct communication with the partners through their web site and social media."

- **RPC to agree with the Police a schedule of key places considered to be vulnerable which would benefit from regular visits during a quarter for visibility purposes**

**Recommend:** No change. The areas suggested for regular visits were the Scout Hut, Old Lane and the Railway Carriage, View Road.

- **PCC or Area Commander would be invited to speak at next Rainhill Annual Parish meeting**

**Recommend:** No change, this would still be provided.

- **A joint review of ways to enhance crime prevention in the village**

**Recommend:** Retain to allow for future review of the best methods of enhancing crime prevention and community safety.

Members should consider whether they wish set up a partnership with the bodies indicated and, if so, when and how frequently they would wish to meet. Further consideration should be given to adopting the changes recommended, and whether a new compact needs to be signed.

**The Council should consider changes to the Police Community Compact and the way in which this operates.**

#### **16. TO CONSIDER THE ACTIONS OF THE ROCKET 190 GROUP**

The Steering Group has been meeting more regularly and held meetings with community organisations on 10<sup>th</sup> October, a report will be available at the meeting. One of the prevailing issues is funding to secure many of the events e.g. production of a DVD, loan of locomotives, printing of advertisement posters, etc. Visits are proposed to the businesses of the village to encourage sponsorship, together with advertisement space on the web site.

Work is continuing on the production of a web site and it is hoped it will be available soon. A design brief for the production of posters, etc., has been prepared by Rainhill High and will form part of the curriculum for A level students.

The events are planned to take place on the bank holiday 25-27 May 2019, it is hoped that Parish Councillors will be available to help with stewarding, etc., all offers of help would be welcomed.

**The Council should note the actions of the Rocket 190 Group and add the event date to their diary.**

#### **17. TO CONSIDER THE ERECTION OF COMMEMORATIVE PLAQUE AT RAILWAY STATION**

At the last meeting it was reported that Cllr Heydon and the Clerk had met with interested parties to discuss the erection of the commemorative plaque donated by the Institute of Civil & Mechanical Engineers, UK and USA. Whilst discussions regarding the proposed location of the plaque are still ongoing, a fundamental issue is funding for its erection. A grant of £150.00 was received from ICE towards the cost, however, a quote for its erection totals £870.00 (£725 + VAT).

As the plaque has been donated to the Parish Council, and becomes one of our assets, it is considered that the cost of erection should be met by the Parish Council. Contact has been made with the Heritage Lottery Fund to assess whether a grant would be forthcoming, however a minimum grant amount would be £3,000, so a number of projects would have to be included. The Clerk is currently looking into this. Further, improvements are currently being proposed at the station and there is a possibility that the erection of the plaque could be included, Cllr DeAsha is currently pursuing this.

The Parish Council are asked to consider funding the erection of the plaque, should funding not be found elsewhere.

**The Council should consider paying for erection of a commemorative plaque at Rainhill Railway Station.**

#### **18. TO CONSIDER REDECORATION OF THE VILLAGE HALL**

Members will be aware that the Village Hall continues to require upgrades, repairs, replacements and refurbishments to maintain appearance and facilities. The bigger jobs have to be covered by grant aid and the Village Hall Management Committee has been successful in acquiring funding through WREN. An application has recently been submitted to BIFFA, which will be considered at their panel meeting in November.

Re-decorating the inside of the Hall is an issue, as the work could/should be undertaken by users on a voluntary basis. As this hasn't happened, two phases of decorating work have been taken on by the five-strong Executive Group. However, there are still areas that need attention, so any suggestions as to how the Hall might raise the 'person power' to tackle these would be gratefully received.

**The Council should consider how to raise support for redecoration of the Village Hall.**

#### **19. TO CONSIDER ELECTRONIC CIRCULATION OF AGENDA PACKS**

Members are encouraged to consider a switch to electronic circulation of agendas. Since the introduction of the Local Government (Electronic Communications) (England) Order 2015, it has been lawful to use electronic communications in the sending of summonses to meetings.

The use of electronic communication is subject to consent by the receiving member, and an email requesting electronic copies will be required. Should this not prove successful it can be switched back to paper copies at any time on request. The introduction of this method could reduce printing costs, and delivery time. Currently only two Councillors use this delivery method.

It is for individual Councillors to consider how they wish to receive their agenda pack, paper copies will always be available to those who prefer this method.

**Individual members are asked to consider if they would prefer to receive their agenda packs electronically.**

**20. TO CONSIDER THE ADOPTION OF AN EQUALITY CHARTER**

Earlier this year it was requested that an inclusion policy be brought forward for consideration. Examples of such policies take the form of equality policies, diversity policies, etc.

An accessibility charter was presented in March but required a number of amendments. The amended version of the charter, now entitled equality charter is attached at appendix 2 for consideration. There is no statutory review period for this policy, a four year review period is suggested. If this is not acceptable to members alternative policies could be investigated.

**The Council should consider adopting the Equality Charter attached at appendix 2.**

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

The Clerk has dealt with correspondence including those relating to: Running a Christmas market; Establishing a neighbourhood watch group; Hole in Loyola Hall Wall; Street sweeping along Warrington Road; Roadworks at Longton Lane – lack of information; Rainhill Soldiers in WW2; Request to publicise fundraising; Damage to Mosaics at Rainhill Road; Overflowing dog poo bins; Applying to be a Parish Councillor; Blocking of footway by bikers funeral; Pedestrian lights at Holt Lane; Issues with use of Holt Lane playing fields; Issues with users of 4F Centre; Missing fencing at AFP; missing goal post covers at AFP. Further details can be provided on request.

**The Council should note the issues dealt with.**

**22. TO RECEIVE REPORTS FROM EXTERNAL GROUPS**

- 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

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

Finance meeting 12 November 2018, 7.30pm  
10<sup>th</sup> December 2018, 7.30pm



**Rainhill Parish Council**  
**Budget Monitoring Report 2018/19**

**April - September 2018**

Item of Expenditure	Budget for this period	Actual Spend this period	Budget for 2018/2019	Variance from Budget (£)	Variance from Budget (%)	Explanation for Major Variances (>£500)
1. Association of Local Councils	500	0	1,000	-500	-50	The total amount is paid in March
2. Wages/Salaries - Gross	8,050	8,084	16,100	34	0	
3. Employer NI & Pension Payments	2,100	1,965	4,200	-135	-6	Employer pension contribution has been reduced
4. Administration	1,750	1,341	3,500	-409	-23	Underspend may disappear through year
5. Insurance	600	1,130	1,200	530	88	Premium paid in lump sum will balance throughout the year
6. Public Open Spaces	5,500	1,574	11,000	-3,926	-71	Some larger bills currently outstanding
7. Rainhill Village Hall	5,512	4,524	11,023	-987	-18	Expenses claimed as incurred
8. Contingency	2,500	0	5,000	-2,500	-100	It is a contingency
9. Environmental Improvements (+S137)	5,750	8,221	11,500	2,471	43	New noticeboard and accessories for defibrillator
10. Election Expenses/Reserves	0	0	0	0	0	
11. Good Citizenship Award	400	0	800	-400	-100	Expense is due in February
12. Charter Mark/Publicity	1,500	1,574	3,000	74	5	
13. Website Improvements	500	2.5	1,000	-498	-100	No improvements undertaken
	0					
<b>Totals to Sept 2018</b>	<b>34,662</b>	<b>£28,416</b>	<b>£69,323</b>	<b>-6,245</b>		

**Income April - Sept 2018**

Remitter	Precept	Pitch Hire	Other	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
<b>Totals to Sept 2018</b>	<b>£67,000</b>	<b>£714</b>	<b>£515</b>	<b>£68,229</b>	<b>£2,719</b>	

BANK ACCOUNTS / BANK RECONCILIATION

BANK RECONCILIATION AS AT 30 September 2018:-

BALANCE B/F:	67734.62	CURRENT ACCOUNT BALANCE	74265.94
plus		plus	
TOTAL RECEIPTS	70947.84	TSB HOLDING ACCOUNT	36000.00
less		less	
TOTAL PAYMENTS	28432.52	UNPRESENTED CHEQUES	16.00
BALANCE c/f	<u>110249.94</u>		<u>110249.94</u>

Meeting held on 15th September 2018

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Chairman

## Rainhill Parish Council - Equalities Charter

The Parish Council recognises its obligations under the Equality Act 2010, which legally protects people from discrimination, harassment and victimisation in the workplace and in wider society on the grounds of the following protected characteristics: age, disability, gender, gender reassignment, pregnancy and maternity, race including ethnic origin, religion or belief, sexual orientation, and marriage and civil partnership. We also recognise that poverty, while not one of the protected characteristics, means that equality of access to basic human rights is not a given for some.

The Public Sector Equality Duty requires the Council when carrying out its functions and policies to have due regard to the need to:

- eliminate discrimination, harassment and victimisation
- advance equality of opportunity, and
- foster good relations between different people.

This Equalities Charter is a set of principles that shows our commitment to establish an environment based on equality of opportunity, fair entitlement, concern for the wellbeing of others, and respect for individual dignity. Councillors, employees and people who use our services should expect as a minimum standard:

- That the needs of the most vulnerable will come first
- Access to clear and easy to follow information about Parish Council job opportunities, council services and service entitlements
- The right to access the services to which they are entitled
- 'Reasonable adjustments' to remove or lessen barriers for disabled people: (i) in access to employment with the Parish Council, and (ii) in access to service information, and the services to which they are entitled
- Individuals must behave with respect towards the protected characteristics of others
- The right to be treated with respect in relation to protected characteristics
- The right to experience an environment where dignity is valued
- The right to experience an environment that is not harmful, hostile, threatening, degrading, offensive or abusive
- Action will be taken against those who do not respect the dignity of others
- Action will be taken against those who exhibit harmful, hostile, threatening, degrading, offensive or abusive behaviour
- To know that decisions will be based on merit and not influenced by prejudice or bias towards protected characteristics
- The right to challenge decisions or make a complaint
- Information is easily accessible on how to challenge a decision or make a complaint.

Dignity contributes significantly to a person's well-being. It is derived from those behaviours which help to make an individual or group feel worthy of values and respect.

Respect is concern for the feelings and dignity of others.

Date of Adoption: 15/10/18

Date of next review: October 2022