



29th August 2017

Dear Councillor,

You are summoned to attend the Ordinary meeting of the Parish Council to be held on Monday 4th September 2017, in the Elm Room at the Village Hall, commencing at 7.30pm. Currently one resident has registered to speak regarding unauthorised activities at Albert Fellowes Park.

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
4th September 2017

The public will be allowed to speak on any matters of concern, subject to prior written notification being received. A request has been received from Mr Lidbury.

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 24th July 2017
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/2017/0593 - Shirebrook Fairchild Farm Foxs Bank Lane Single storey extension to front elevation to include conversion of existing garage to habitable room, and front porch: and creation of Juliette balcony to first floor left side elevation.
 - P/2017/0608 - 180 Rainhill Road Demolition of existing rear extension/sunroom, and erection of a single storey rear extension, first floor side extension, and single storey front extension.
 - P/2017/0612 - Rainhill Nursery School, Deepdale Drive, extension to existing school building including associated landscaping.
 - P/2017/0618 - 2 St Davids Close, demolition of existing attached garage and erection of a single storey side extension. Minor development leave this to neighbour consultation.
 - P/2017/0626 - 4 Stonecross Drive, erection of first floor side extension above existing garage.
 - P/2017/0628 - 531 Warrington Road Works to assorted trees covered by a tree preservation order.
 - P/2017/0637 Rocklands House View Road Demolition of existing single storey chalets and erection of 1 x 4 bedroom detached dwelling and 4 x 3 bedroom semi-detached dwellings with driveways.
 - P/2017/0661 1 View Road, Works to trees covered by a tree preservation order to prune 1 beech tree.
7. To authorise the accounts payable (list included in report)
8. To approve maintenance contractors for changing rooms
9. To consider a tree planting scheme on roads and verges
10. To consider cleaning of railway plinth
11. To consider prevention of unauthorised use at Albert Fellowes Park
12. To consider funding for Dementia Friends
13. To consider additional costs for provision of bins
14. To consider the actions of the Rocket 190 Group and authorise funding
15. To consider sale of redundant barrier baskets
16. To consider wildflower and bulb planting contract
17. To consider placing an advert in the beer festival programme
18. To consider unauthorised activities at Albert Fellowes Park
19. To consider the request for additional storage at Holt Lane
20. To consider residents comments and complaints
21. 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
22. Date & Time of Next Meeting:
 - 16th October 2017, 7.30pm

RAINHILL PARISH COUNCIL – MINUTES
24th July 2017

At a meeting of the Parish Council held at 7.30pm on Monday 24th July 2017 at Rainhill Village Hall, the following were present:

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

The meeting was preceded by a presentation by Dementia Friends.

943. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs: B. Almond, J. Carroll, J. DeAsha, M. Donovan, and J. Fulham.

944. DECLARATIONS OF INTEREST

Non-pecuniary interests were declared by: Cllrs. S. Glover and D. Long – Members of Borough Planning Committee – Item 6; Cllr. D. Long – item 5.2; Cllrs. L. Glover & S. Glover – Members of 4F Centre Management Committee - item 16.

945. MINUTES OF THE ORDINARY MEETING HELD ON 19th JUNE 2017

It was resolved that the minutes of the Ordinary Parish Council Meeting held on the 19th June 2017 should be approved and signed by the Chair as a correct record.

946. TO RECEIVE POLICE MONTHLY STATISTICS REPORT

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

947. CLERK'S REPORT

It was resolved that the contents of the Clerk's report be noted, and that issues concerning access/egress onto Blundells Lane in light of proposed development at Halshead be circulated to all members to consider how these might be improved. Further, a letter be sent to St.Helens Star detailing difficulties experienced obtaining free copies and requesting attention.

948. 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/2017/0489 16 Honiston Avenue, demolition of existing conservatory, and erection of single storey rear extension.

P/2017/0571 519 Warrington Road, works to trees in a conservation area to pollard 1 no maple.

It was noted that objections had been submitted to the following applications:

P/2017/0513 Chapel Cottage, Chapel Lane, demolition of existing single storey rear extension and erection of a two storey rear extension along with removal of rear chimney.

P/2017/0535 3 Fairlie Drive, two storey front extension along with a single storey rear extension and rear dormer extension.

P/2017/0553 686 Warrington Road, single storey rear extension.

Discussion was held on the following applications:

RAINHILL PARISH COUNCIL – MINUTES
24th July 2017

P/2017/0495 Briars Hey Residential Home Mill Lane, removal of Condition 4 on approval P/2014/0703 for the admission, treatment and care of individuals up to the age of 25 years old.

P/2017/0551 Briars Hey Residential Home Mill Lane, variation of condition 15 on approval P/2013/0588, to allow patients up to the age of 25 years.

It was resolved that:

- A representation be submitted to the planning section regarding concerns over increased traffic;
- A letter be sent to the regulatory authority requesting details of future monitoring of management at the facility; and
- A letter be sent to the facility management requesting clarification of the intended use and the conditions to be treated at the facility.

949. ACCOUNTS FOR PAYMENT

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

Payee	Description	Amount	Ref
G Pinder	Telephone	15.00	
G Pinder	Salary - July (less Tax, NI & Pens)	1086.32	
	Photocopying – June	12.60	
	Tel Kiosk Lock & Keys	22.10	
	Tel Kiosk Baskets & Plants	35.83	
		1171.85	TFR241
Merseyside Pension Fund	LGPS – July	301.53	TFR242
Scottish Power	Albert Fellowes Park - July	21.00	STO
Npower	Martin Close (Holt) - July	3.00	DD
United Utilities	Rainhill Park Playing Fields – July	55.06	DD
United Utilities	Holt Playing Fields – July	6.33	STO
Hydraclean	Legionella Testing Holt Lane - July	51.00	STO
Hydraclean	Legionella Testing Rainhill Park - July	52.00	STO
Vyniline	Updating Honours Board	48.00	TFR244
Barrow & Cook	Legal Fees for 4F Centre Lease	986.00	TFR245
G Pinder	Telephone	15.00	
G Pinder	Salary - Aug (less Tax, NI & Pens)	1086.32	
		1101.32	TFR246
Merseyside Pension Fund	LGPS – August	301.53	TFR247
Scottish Power	Albert Fellowes Park - August	21.00	STO
Npower	Martin Close (Holt) - August	3.00	DD
United Utilities	Rainhill Park Playing Fields – August	55.06	DD
United Utilities	Holt Playing Fields – August	6.33	STO
Hydraclean	Legionella Testing Holt Lane - August	51.00	STO
Hydraclean	Legionella Testing Rainhill Park - Aug	52.00	STO
S.137 Payments			
Rainhill Riders	Grant	67.00	TBC
Merseyside Police	Contribution to Neighbourhood Watch	92.80	TFR243

950. TO RECEIVE A REPORT FROM EXECUTIVE COMMITTEE

Resolved that the report from the meeting of the Executive Committee held on 3rd July 2017 be noted.

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24th July 2017

951. TO CONSIDER TREE PLANTING SCHEME ON ROADS AND VERGES

Resolved that decision be deferred to a subsequent meeting.

952. TO CONSIDER PARTICIPATION IN MERCHANT NAVY DAY

Resolved that:

- Attempts be made to borrow or hire a Red Ensign;
- If a flag could be borrowed, a flag raising ceremony be organised for Friday 1st September;
- If no flag is available a donation be made to Seafarers UK.

953. TO CONSIDER FUTURE PLANTING IN THE TELEPHONE KIOSK

Resolved that funding up to £100.00 per year for planting in the telephone kiosk be agreed. Thanks were expressed to Cllrs. Carroll and Moore for an excellent job, and letters of thanks would be sent to the volunteer waterers. It was agreed that the kiosk would not be planted up over winter.

954. TO CONSIDER ACTIONS ARISING FROM OPEN SPACES TOUR

Resolved that a new bin be ordered for the playing fields at Old Lane and a new bin inner be ordered for Amanda Road/Two Butt Lane.

955. TO CONSIDER THE ACTIONS OF THE ROCKET 190 GROUP

Resolved that the actions of the Group be noted and the Clerk be authorised to submit a campaign for crowdfunding at the appropriate time.

956. TO CONSIDER REQUEST TO BE CONTRIBUTING THIRD PARTY DONOR FOR FUNDING APPLICATION FOR IMPROVEMENTS TO VILLAGE HALL

Resolved that the Parish Council agreed to be contributing third party donor.

957. TO CONSIDER REQUEST FOR ACCESS TO CRICKET CLUB ACROSS ALBERT FELLOWES PLAYING FIELDS

Resolved that subject to suitable indemnities, regarding reinstatement, being in place the Parish Council would grant access across Albert Fellowes Playing Fields to the Cricket Club. Authority be delegated to the Clerk in consultation with the Executive Committee to agree any amendments to the scheme as necessary.

958. TO AUTHORISE PAYMENT OF LEGAL EXPENSES FOR 4F CENTRE LEASE

Resolved that the legal expenses be paid.

959. TO CONSIDER JOINT PROJECT WITH CIVIC SOCIETY TO PROVIDE A PLANTER

Resolved that subject to future maintenance being undertaken by the Civic Society and on the basis that the planter could be relocated when necessary, the Parish Council agreed to provision of a planter.

960. TO APPROVE THE QUARTERLY BUDGET REPORT AND BANK RECONCILIATION

RAINHILL PARISH COUNCIL – MINUTES
24th July 2017

The Council reviewed the current budgetary position and bank reconciliation, and resolved to approve the report.

961. RESIDENTS COMMENTS AND COMPLAINTS

Resolved that the complaints reported in the agenda report be noted and that the Clerk explore alternatives for the location or height of the village noticeboard.

Cllr. Doyle reported issues with the car park at St.Helens Millennium centre. Clerk instructed to write to St.Helens Council Parking Services to request prioritisation of repairs for this site.

Cllr. Heydon reported the condition of the highway sign on the approach to Rainhill Stoops roundabout. Clerk instructed to write to the Highways Section to request action.

Complaints had been received regarding anti-social behaviour by Rainhill High pupils around Alness Drive. Clerk instructed to write to the Head teacher regarding the complaints and invite him to attend a meeting.

962. REPORTS

Resolved that the Council noted the following reports:

- Public Open Spaces: Cllr. S. Glover reported that the Eco Garden work continued without issue. Compliments were made on the appearance which would be passed on.
- Village Hall Management Committee: Cllr. Moore had chaired the meeting held 11.7.17. Issues had occurred with groups leaving fire exits open. Grant bids had been prepared for submission to Wren and the Coop. Other fund raising events would include a quiz and table top sale. Maintenance and redecoration were ongoing, however, the foyer would need re-roofing in the near future. The GCA for the Eco Group had been erected in the corridor. There was generally support for the 'Any Questions' hosting invitation.
- Rainhill Railway & Heritage Society: Cllr. Wood reported that work was progressing on the programme of speakers. A quiz was planned for 11.5.18. The summer outing held on 8.7.17 had been successful. Discussions continued on the provision of a virtual museum, the current railway carriage museum hosted regular visits from school children. The AGM would be held on 11.12.17. After many years of service Mr Derek Houghton had announced he would step down from the position of Chairman, he would be appointed the position of President. The Clerk was instructed to write a letter of thanks to Mr Houghton for his many year of dedicated service.
- Merseyside Association of Local Councils: Cllr. Wood reported that Mr K Clery would be standing down from his role with the national body due to mobility issues. Issues affecting the regional body included changes in the political makeup; cuts to public transport in rural areas; and the availability of legal advice from SLCC and NALC.
- 4F Centre: Cllr. L. Glover reported that the centre continued to be well used and funds were currently adequate. Rocks had been purchased to prevent parking on the grass verges.

963. DATE & TIME OF NEXT MEETING

It was resolved that the next ordinary meeting would be held on Monday 4th September 2017, starting at 7:30pm, the venue being Rainhill Village Hall.

The meeting closed at 9.10 pm.

Chair of the Parish Council
4th September 2017

Police Report

Merseyside Police Report for Rainhill Parish Council Meeting Monday 4th September 2017

Area: Rainhill Month: July 2017

	2016	2017	Diff	% Diff	Description
Burglary Business & Community	3	1	-2	-67	1) Hole cut to enter premises - machinery stolen - Mill lane
Burglary Residential	4	5	1	25	1) Entry to house gained from insecure ground floor window - car keys and car stolen - Amanda Road 2) Entry to house via insecure rear door - car keys taken - untidy search - nothing stolen - Holt Lane 3) Entry gained by smashing rear kitchen door - unknown what is stolen - St James Mount 4) Attempted theft from garden shed - Elderswood 5) Entry gained through damaging rear door - unknown if anything stolen - Dee Road
Criminal Damage	5	5	0	0	1) Damage to bedroom window following a domestic incident - Batey Avenue 2) Criminal damage to internal door - Holt Lane 3) Bus stop damaged close to - Warrington Road / Kingsdale Avenue 4) Criminal damage to concrete fence panels & posts - Park Avenue 5) Threats to damage house - Two Butt Lane
Drugs	1	0	-1	0	
Other Theft	3	6	3	100	1) Theft of scaffolding boards & brick guards from building site - Warburton Hey 2) Making off prior to payment of fuel x 3 - Warrington Road 5) Theft of water & sweets from Rainhill High school - items retrieved by staff - Warrington Road 6) Theft of mobile phones from person invited into house - Goldsworth Fold
Public Order	0	4	4	100	1) Waste disposed of on floor when refused entry to waste disposal site - Tasker Terrace 2) Threats of violence following a 'road rage' incident - St Helens Linkway 3) Verbal abuse in relation to parking - Warburton Hey 4) Threats made by person known to informant - Cartmel Drive
Robbery Personal	0	2	2	100	1) Pedal cycle taken from 14 year old males by males following threats - King Edward Close field 2) Pedal cycle taken from 14 year old males by males following threats - King Edward Close field
Theft Bike	0	0	0	0	
T.F.M.V.	1	0	-1	-100	
Theft Shop	1	3	2	200	1) Co-op x 2 - no attempt to pay - Warrington Road 3) McColl's - no attempt to pay - Warrington Road
T.O.M.V.	0	0	0	100	
Vehicle Interference	0	0	0	100	
Total	18	26	8		
ASB	7	13	6	86	

RAINHILL PARISH COUNCIL - CLERK'S REPORT SEPTEMBER 2017

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 24th July ordinary meeting have either been completed or are in progress. Additionally I can report the following:

5.1 ADOPTION OF BOLD FOREST PARK

On 12th July 2017 St.Helens Council resolved to adopt the Bold Forest Park Area Action Plan. Forming part of the St.Helens Local Plan, the Bold Forest Park Area Action Plan is a statutory document which sets out the detailed policies and actions required to develop Bold Forest Park. Whilst this does not affect Rainhill directly it could lead to greater visitor numbers which Rainhill businesses may be able to capitalise on.

5.2 CLEANING OF WAR MEMORIAL

The war memorial was last cleaned in 2013 at a cost of £1,548.00. I have noticed that the green mould is beginning to return. Would members wish quotes to be obtained for cleaning?

5.3 DEATH OF FORMER PARISH COUNCILLOR PAT JOHNSON

It is sad to report the death of former Parish Councillor Pat Johnson. Pat died on July 18th July 2017, aged 85 years and her funeral was held at St.James Methodist Church Rainhill on Tuesday 1st August. Pat served as Parish Councillor in the late 1970's/early 1980's and also supported her husband Harry Johnson in his many years of service to the Parish Council.

5.4 LOGO COMPETITION

A number of entries have been received for the logo competition, the final date for submissions is 30th September. A panel has not yet been selected to judge the entries.

5.5 RENEWAL OF INSURANCE

The insurance policy is due for renewal on 18 September 2017. We are currently in the fourth year of a five year contract with Zurich Insurance. Last year the renewal premium was £1010.69, and this year it is £1055.88 which is an increase of 4.5%. This rate is considered favourable to other options. I have included the payment in the table for authorisation.

5.6 WEBSITE CONSULTANCY & SUPPORT

As you will be aware, I update the website on a regular basis with information and news items, and also publish notices for legislative purposes. However, more technical jobs can be beyond my capabilities and we currently pay a small consultancy and support fee each year to Mr Brian Walsh to provide support when needed. I have confirmed that Mr Walsh is prepared to continue with the current arrangement and have included a payment of £50 in the table for authorisation. Mr Walsh has indicated that he will happily undertake any improvements suggested, if possible.

5.7 CHRISTMAS LIGHTS SWITCH ON

The Christmas lights switch on in the village takes place on the last Friday in November, which this year falls on the 24th. I have invited the children from Longton Lane School to accompany the switch on with songs, and the invitation has been accepted. I will send an email to the head teachers of each of the other primary schools, informing them of this year's event and inviting them to attend.

I have discussed the arrangements with the Landlady at the Victoria Hotel, who has confirmed that the usual arrangements can be accommodated. Councillor Shields has been invited to provide the music and public address system, though confirmation of his availability has not yet been received. Donations are usually offered to those taking part and will be presented for authorisation following the event.

5.8 CIVIC SOCIETY PARTICIPATION IN HISTORIC PLAQUE PROJECT

Members may recall an invitation to participate in a scheme to collate information with a view to erecting commemorative plaques across the Borough. This was reported in June, and it was resolved that the invitation be passed to the Civic Society. The Civic Society have confirmed that this is an idea they have considered in the past and would like to pursue as an independent project for Rainhill, rather than a Borough wide initiative. Further consideration will be given to the idea and more detail provided later in the year.

5.9 REVIEW OF PENSION ADMINISTRATION STRATEGY

Merseyside Pension Fund has undertaken a review of its Pension Administration Strategy (PAS) which outlines its obligations, and those requirements from employing authorities, when administering the Local Government Pension Scheme. Consultation on the document is open until 2 October 2017.

The PAS has been revised to clearly document an extended charging policy in circumstances of persistent failure by an employer to meet administration requirements, and for the provision of additional pension entitlement calculations or bespoke administrative tasks.

A list of charges for administration functions is included together with a 'schedule of tasks and target performance', which sets out the expectations on employers and a 'schedule of charges and financial penalties', which sets out the consequences for unsatisfactory performance, these include:

Action	Penalty
Failure to remit payment of monthly employee and employer contributions in full by the 22nd of the following month	Interest at base rate plus 1% as per the 2013 regulations
Failure to submit monthly contributions LGP41 forms	£100 per occasion

<p>Failure to comply with one or both of the following requirements:</p> <ul style="list-style-type: none"> - Submission of completed and validated year-end return in accordance with the prescribed specification by 30th April - Submission of the certified year end LGP40 Financial Statement 	<p>A fixed penalty of £250 plus a further fixed penalty of £100 for every further week late following that deadline</p>
<p>Quality of the year-end information provided is below the acceptable tolerance level set at 5% of entries to be queried after digital alignment of members and memberships</p>	<p>The Fund will recover costs for the work involved to resolve these errors</p> <p>Typically costs will be based on officer hourly rates but will be determined on the resource required to address errors above the tolerance</p>

These charges are reviewed annually by the Fund and in exceptional circumstances can be waived at the discretion of the Service Area Manager. Hopefully there will be no need to incur any of these charges. If members wish to respond to the consultation please let me know.

5.10 CLERK'S HOLIDAYS

The Clerk will be on leave from 9th-16th September 2017. Any offers to monitor the email inbox will be gratefully received, however I am not anticipating any issues will arise during this time.

5.11 REFUND OF PITCH HIRE FEES

Unfortunately an error occurred in the pitch hire booking for Rainhill Town. The day after the forms were submitted notification was received that too many 'shares' had been booked. The submitted cheques had been banked on the day of receipt, and could not be returned, so I agreed that the easiest solution was to issue a refund for the surplus amount. I have included the refund cheques in the table of payments for authorisation.

5.12 VANDALISM AT PAVILION AT ALBERT FELLOWES PARK

On 23rd August a report was received that damage had occurred to the roof of the pavilion at Albert Fellowes Park. A roofing contractor was called to undertake an emergency repair to prevent any further damage occurring, as there are electrics in the loft space. The repair was undertaken on 23rd August. The invoice had not been received at the time of printing but will be available at the meeting and the payment is included in the table of payments for authorisation. The estimate given was around £100.00 and as the excess on the insurance policy is £100.00, it is not considered worth making a claim.

5.13 REPAIRS TO ST.HELENS TOWN CENTRE CAR PARKING MACHINES

Members may recall that the Clerk was instructed to report problems with town centre parking machines to St.Helens Council. A response was received which indicated:

Clerk's Report September 2017

“All our machines are connected to a system in Parking Services - they dial in daily and we get notifications of any faults from them, we also receive notifications of any faults from our parking contractor as they visit the machines to empty them or whilst on patrol and we get notifications from members of the public who ring in to notify us if a machine is not working correctly.

As soon as we know a machine is out of order, one of our officers will attend and try to fix it, if this is not possible, the machine is reported for an engineer to attend - which is usually within 24-48 hours

We do our utmost to ensure our machines are working all the time, unfortunately, we have a problem with members of the public who regularly visit our machines and bash them to get money out around the Millennium Car Park, Parade Street and Tolver Street area, this causes damage to the internal workings of the machine which eventually puts them out of order

I can only assure you that as soon as a machine is reported to us it is dealt with and the only reason it will be out of order for any length of time is when parts are required and have to be ordered in.

I have asked for some leaflets detailing how to register for phone and pay to be left in the Millennium Centre itself and we will provide additional signage in the Centre re phone and pay”

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/2017/0593 - Shirebrook Fairchild Farm Foxs Bank Lane Single storey extension to front elevation to include conversion of existing garage to habitable room, and front porch: and creation of Juliette balcony to first floor left side elevation.

P/2017/0608 - 180 Rainhill Road Demolition of existing rear extension/sunroom, and erection of a single storey rear extension, first floor side extension, and single storey front extension.

P/2017/0612 - Rainhill Nursery School, Deepdale Drive, extension to existing school building including associated landscaping.

P/2017/0618 - 2 St Davids Close, demolition of existing attached garage and erection of a single storey side extension. Minor development leave this to neighbour consultation.

P/2017/0626 - 4 Stonecross Drive, erection of first floor side extension above existing garage.

P/2017/0628 - 531 Warrington Road Works to assorted trees covered by a tree preservation order.

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

P/2017/0637 Rocklands House View Road Demolition of existing single storey chalets and erection of 1 x 4 bedroom detached dwelling and 4 x 3 bedroom semi-detached dwellings with driveways.

P/2017/0661 1 View Road, Works to trees covered by a tree preservation order to prune 1 beech tree.

P/2017/0644 139 Stoney Lane Certificate of lawfulness for proposed use as a children's care home (maximum up to 3 young people).

The Council should note the actions taken.

7. TO AUTHORISE ACCOUNTS FOR PAYMENT

Payee	Description	Amount	Ref
G Pinder	Telephone	15.00	
G Pinder	Salary - Sept (less Tax, NI & Pens)	1086.52	
	Photocopying & Paper – July	16.50	
	McAfee Antivirus	17.99	
		1136.01	TFR248
Merseyside Pension Fund	LGPS – July	301.53	TFR249
Scottish Power	Albert Fellowes Park - Sept	21.00	STO
Npower	Martin Close (Holt) - Sept	3.00	DD
United Utilities	Rainhill Park Playing Fields – Sept	55.06	DD
United Utilities	Holt Playing Fields – Sept	6.33	STO
Hydraclean	Legionella Testing Holt Lane - Sept	51.00	STO
Hydraclean	Legionella Testing Rainhill Park - Sept	52.00	STO
Rainhill Town FC	Refund of Pitch Hire Fees	187.00	074
Rainhill Recreation Club	Refund of Pitch Hire Fees	187.00	075

Regency Property Asset Mgt	Ground Rent for Village Hall	35.00	TFR250
B Walsh	Website Consultancy and Support	50.00	TFR252
Zurich Municipal	Insurance Renewal Premium	1055.88	TFR251
HMRC	Tax & NI (Jul - Sep)	616.60	TFR253
Kirby Roofing Limited	Repair to AFP Sports Pavilion	TBC	TFR255
Unity Trust Bank	Bank Charges	18.00	DD
S.137 Payments			
Rainhill Trials Commemoration Group	Donation	100.00	TFR254

The Council should consider approving the above payments.

8. TO APPROVE MAINTENANCE CONTRACTORS FOR CHANGING ROOMS

Members will recall that a number of statutory inspections on the changing facilities at Albert Fellowes Park and Holt Lane have now transferred from St.Helens Council. Quotes for the required checks have been collated and are presented in the table below:

	Contractor	Albert Fellowes	Holt Lane
Roller Shutter Contract	Kirk Craig Ltd, St.H	£25 +VAT per roller shutter therefore £60	N/A
	Roller Shutter Services, St.H	£40 +VAT per roller shutter therefore £96	N/A
Fire Alarm and Emergency Lighting testing contract	CC Elec Ltd, Rainhill	£65 +VAT = £78	N/A
	EHS, St.Helens	£72 (VAT n/a)	N/A
Electrical Installation Condition Report (at five-yearly intervals) & PAT testing	CC Elec Ltd, Rainhill	£180 +VAT = £216 PAT Free	£180 +VAT = £216 PAT Free
	EHS, St.Helens	£326 (VAT n/a) PAT £5 per item	£235 (VAT n/a) PAT £5 per item

On the basis of the information received I would make the following recommendations:

1. Craig Roller Shutters be appointed to undertake annual checks on the roller shutters at Albert Fellowes sports pavilion; and
2. CC Elec Ltd be appointed to undertake Fire Alarm and Emergency Lighting testing; Electrical Installation Condition Report; and PAT testing at both sites.

I am aware that implementing the roller shutter contract is likely to result in the need for new barrel locks, as currently only two of a total four barrels are present. Whilst I would request that the locks are identical – requiring only one key to open all four – I am sure that we will receive a complaint from Rainhill United, who will have to provide keys for all keyholders. Unfortunately this is unavoidable, as in its current condition the roller shutter is not 100% security effective.

There is also a Health and Safety check that should be undertaken on a regular basis. I have request this from St.Helens Council and will approach the football teams to undertake the check prior to each use. I report on progress at a future meeting.

The Council should appoint suitable contractors to undertake statutory inspections.

9. TO CONSIDER A TREE PLANTING SCHEME ON ROADS AND VERGES

This item was deferred from the July meeting:

At the last meeting it was agreed that a tree planting scheme would enhance the village and further details on funding and practicalities be provided.

The proposal has been discussed with officers at St.Helens Council who were supportive, and provided the following information: permission would be forthcoming to plant trees in suitable highway verges and areas of public open space; suitable species would need to be selected for the locations, advice would be provided; the cost per tree would be in the region of £300.00, for supply, planting (in soft ground) and 12 months maintenance; planting into footpaths would double this cost; if footpath locations were selected a minimum 2m footpath width must be maintained; the Parish Council would be expected to meet the cost of a replacement tree should the tree be irreparably damaged within the first 3 years; any trees planted on land owned or leased by the Parish would remain the responsibility of the Parish, any planted on Highway land would transfer to Highway's maintenance; Highway Section did not foresee a problem taking on their maintenance.

In order to progress this the first steps would be to agree a budget for the project, and consider whether any CIF monies are available to supplement a Parish Council contribution. St.Helens Officers recommended that a scheme of around 30 trees would be sufficient to make an impact, therefore around £9,000.00 for provision. Locations need to be selected, this would then be discussed with the Highway Asset Manager for costing and suitability, before public consultation. The Parish Council would be responsible for the consultation exercise. A project would then be drawn up by the Asset Manager and implemented.

The planting season is November to March, however planting prior to Christmas increases the success rate. Therefore if the scheme is to be implemented this year, the above process should be completed before the end of October.

The sites previously suggested include: Warrington Road, Rainhill Road, the perimeter of the many parks and playing fields, The village – even in the recesses slightly off Warrington Road, e.g. Junction with Weaver Ave/Exchange Place and Station Street (including by the station – maybe Network Rail/Northern Rail can contribute), Victoria Street, Old Lane, Longton Lane, junction of Holt Lane with Warrington Road, and Holt Lane with Council Street.

The Council should agree a budget and determine how the scheme is to be progressed, if it is to go ahead.

10. TO CONSIDER CLEANING OF RAILWAY PLINTH

At our meeting in May it was resolved that advice be sought on the refurbishment of the railway plinth at Houghton Street, and brought to a future meeting. (MIN 914: 15.5.17)

I contacted three companies for quotes for refurbishment, only one, Stone Central has submitted a quote as follows:

Preliminaries:		
Provision of power & water supplies	£176.92	
Provision of barriers	£88.46	
Health & safety File	£176.92	£442.30
Carry out ThermaTech clean to Monument and surrounding pavement	£717.95	£717.95

Total (excluding VAT)		£1,160.25
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I can find no records of the original installation of the plinth, so cannot advise on the materials used or the inscription on the surrounding band. Therefore the only suggested action is cleaning rather than trying to restore it. Stone Central included the cleaning of the whole area around the plinth, as the charges incurred for the power and water supplies are charged on a daily rate and this work could be incorporated without further charge. If members are inclined to consider works to the plinth, further quotes could be requested for comparison.

The Council should consider if it wishes to pursue cleaning, or any other works to the railway plinth.

11. TO CONSIDER PREVENTION OF UNAUTHORISED USE AT ALBERT FELLOWES PARK

Over the summer months several complaints were received regarding unauthorised football matches being played at weekends at Albert Fellowes Park, on the pitches hired by Rainhill Town. Much time was wasted trying to track down the likely suspects and advice was taken on how to prevent such occurrences. The most effective solution is to remove the goal posts. A quote for removal and storage was sought from St.Helens Council, estimated at £110.42 +VAT. It was too late in the summer to be considered effective incurring that cost for this year.

However, the goal posts belong to Rainhill Town and they have indicated that they would not be happy for St.Helens Council to remove and store them, due to possible loss/damage. Other solutions have been discussed with Rainhill Town who have indicated that they would aim to purchase removable goalposts before the end of next season. (The Parish Council have previously committed to help with this MIN 814: 5.9.16). If this does not occur, removal and local storage would need to be considered.

This has raised the issue of how closely the use/hire of the pitches is monitored.

The two junior teams:

Rainhill Rockets JFC (playing at Holt Lane) and Rainhill United JFC (playing at AFP) both use the pitches free of charge, in return for looking after the changing facilities, i.e. cleaning duties. They therefore do not declare the number of pitches being used or when, but do need to fill in forms and provide indemnity for public liability insurance.

The senior teams:

In 2016/17 Rainhill Rockets hired one half share at Holt Lane (playing every other week on one pitch); and Rainhill Town hired five half shares, as two pitches are available over two days, at AFP.

The Clerk does not currently observe who is playing, where and when, it goes unmonitored, a position I felt members should be aware of. If monitoring were to be introduced it would take up a considerable amount of time, and involve much weekend working.

County league rules indicate that no senior matches should be played in June, friendlies can be organised in July. Our hire agreement indicates that seasonal bookings include official league and cup fixtures, but not friendlies. Friendlies are classed as one-off fixtures and must be paid for separately. The conditions of hire are circulated each year with the application form. During the past 3 years no friendlies have been booked or

paid for. I have allowed the pitch use to continue under the control of each of the teams, unquestioned, to maintain the status quo.

However, if members would prefer, a clampdown could be imposed to ensure no 'unpaid for' matches are taking place. I am not recommending this course of action, as this would be a significant time commitment, both in terms of obtaining information and regular weekend monitoring being necessary. It might also be viewed by the clubs as unnecessary interference, given that the current arrangement has continued unhindered for many years. At the end of the day, the teams respect that the playing surface needs time to recover out of season, and it is in their own interests to allow the pitches to recover over summer.

Do members wish to take any further action in respect of pitch hire and unauthorised matches? A letter could be circulated to the senior teams to remind them of their agreement and the need to pay for friendlies; the Clerk could introduce regular checks; or the situation could be left alone. If no further action is considered necessary at this point, the Clerk will make a note to check the goalpost situation prior to next summer to prevent unauthorised use.

The Council should consider whether additional regulation of pitch hire agreements is necessary, and whether funding for removal of goal posts over summer be authorised.

12. TO CONSIDER FUNDING FOR DEMENTIA FRIENDS

Following the workshop in July, an item on funding on Dementia was requested. Dementia Friends awareness campaign is funded by Alzheimer's Society and delivered by volunteers. The only income for Dementia Friends is through voluntary donations. Alzheimer's Society has several strands of funding: work is commissioned by Clinical Commissioning Groups; some work is funded by local councils; fundraising and voluntary donations. The only Government funding comes from those services commissioned through the CCG. Alzheimer's Research UK receives income: from organisations who commission specific studies; charitable activities; legacies and donations. No government funding is provided. If members would like any further information, or would like to make a donation please let me know.

Members should note the funding sources available and consider if any contribution is to be made.

13. TO CONSIDER ADDITIONAL COSTS FOR PROVISION OF BINS

At the meeting in July it was resolved to provide a new bin at Old Lane playing fields adjacent to the 4F Centre. On placing the order, St.Helens Council indicated that there would be an annual charge of £157.62 to empty the bin on a weekly basis. As this raised concern for some members, the issue has been returned to Parish Council for discussion.

The concern raised is that, should the bin not be used, the Parish Council would be burdened with an annual charge of £157.62, with little benefit. Should the bin subsequently be removed to save this charge, it would cost £350.00 to remove it.

If, given the annual charge and potential risk, members are happy to continue with the provision of the bin, I will proceed with the order.

The Council should consider authorising the provision of a bin and annual charges.

14. TO CONSIDER THE ACTIONS OF THE ROCKET 190 GROUP AND AUTHORISE FUNDING

The Rocket 190 Group have set up a series of meetings with community groups to confirm the current planned events and seek to expand the programme of activities on offer. These will take place over the next couple of days.

A letter was sent from Marie Rimmer, M.P. to the Director of National Railway Museums to secure loan of the Rocket replica. A holding response has been received indicating it will be considered at the September meeting of the Collections Group for formal discussion as a loan.

The paperwork to open a bank account is to be completed on line. The Parish Council are requested to consider transferring £100.00 into the account as an opening balance.

The Constitution has been agreed and signed.

The Council should note the actions of the Rocket 190 Group, and consider approving a donation of £100.00 as an opening balance for the bank account.

15. TO CONSIDER SALE OF REDUNDANT BARRIER BASKETS

You will recall that we reduced the number of barrier baskets to be filled in Rainhill. This resulted in empty barrier baskets sitting alongside the flowering baskets. Following discussions with St.Helens Council, the baskets belonging to St.Helens were removed free of charge. However, St.Helens indicated that the baskets at Kendal Drive belonged to the Parish Council and there would be a charge to remove. Whilst there is no evidence available that the baskets belong to the Parish Council, everyone seems to be in agreement that this is the case. Accordingly the Clerk removed the baskets (with assistance!).

Seneley Green Parish Council expressed an interest in purchasing the surplus barrier baskets and a value of £50.00 has been agreed. Disposal of this asset needs approval, and as we have no further use for the baskets, I would recommend that we take the opportunity to dispose of this asset.

The Council should consider approving the disposal of the barrier basket.

16. TO CONSIDER WILDFLOWER AND BULB PLANTING CONTRACT

The contract for wildflower planting is due for renewal. The areas to be seeded were rationalised last year to remove those that were least successful. The total area planted in 2017 was 1165sqm, reduced from 1606sqm in 2016. The two year maintenance cost for 2018 and 2019, with the reduction of sites and area, is £1844.24 (+VAT). Members should consider renewal of this contract.

We have previously approved spring bulb planting to complement the wildflowers, and committed £749.00 (MIN 892: 6.3.17). These will be planted during this winter for next spring's display. Due to the introduction of a new process, the cost per square metre of planting has risen to £25, this plants 120 bulbs per sqm, which will display from February through to June. In order for it to be viable to bring in the machinery needed to undertake the planting St.Helens Council must achieve a minimum area of planting

across the borough. The machinery would then be brought in from Holland and the bulbs planted in one exercise before the machine returns.

The £749.00 committed will provide only 30sqm of planting. However, this has been supplemented by CIF funding which will provide a further 130sqm of planting, a current total of 160sqm in Rainhill. The areas covered by CIF funding are as follows:

Location	Amount of planting
Service strip on Warrington Road in front of Martin Close	54 sqm
Corner of Warrington Road/Longton Lane, outside HSL	33 sqm
Corner of Warrington Road/Ivy Farm Road	36 sqm

Given that the CIF planting is concentrated to the west of the village I would recommend that the Parish Council funded planting is used to create a 25m x 1.2m long display on the service strip in front of 601-625 Warrington Road (close to the entrance to Kingsdale Drive), if this is a feasible planting location. Should the Parish Council wish to see more bulb planting in other areas, additional funding would need to be committed and an indication of the areas for planting. This would need to be undertaken whilst the machinery is on hire, unfortunately a deadline date was not available at time of printing, but should be available at the meeting.

The Council should consider approval of a two year wildflower contract and whether additional bulb planting is required.

17. TO CONSIDER PLACING AND ADVERT IN THE BEER FESTIVAL PROGRAMME

Last year the Parish Councillors independently sponsored a barrel of beer at the Rainhill Beer Festival and the Parish Council put an advert in the programme at a cost of £100.00. Preparations are underway for this year's event and the Parish Council need to consider what sponsorship, if any, will be given this year. It has been confirmed that an advert would again cost £100.00, as would a barrel of beer.

The Council should consider sponsorship of the Beer Festival.

18. TO CONSIDER UNAUTHORISED ACTIVITIES AT ALBERT FELLOWES PARK

A complaint has been received regarding unauthorised golf practice and unauthorised vehicles on Albert Fellowes Park. The resident indicates:

"The incidence of people using the Albert Fellowes Park at the rear of Deepdale Drive, Rainhill, for golf practice is increasing. They arrogantly assume that they can knock their golf balls about with no regard for other users, including children. I'm sure there must be a byelaw that prevents public parks being used for golf practice. If so, could you attach signage at the entrances to the park advising of this? Another sign denying the park to motorised vehicles could be usefully attached at the same time. This may keep the occasional motorbikes off it."

Further correspondence was initiated to investigate possible solutions which prompted the following suggestions:

"the only resolution if the council is convinced that golf play on our parks is dangerous and needs to be stopped is to enshrine it's prevention in law. Whether this is enforceable or not is not the point. At the moment, the public are being endangered, and at the moment there is nothing that can be done. If someone is seriously injured then is the council not responsible now I have raised it's possibility? Bylaws exist so that sanction can be taken against someone breaking them. I'm not

expecting a "Golf Warden" to be appointed, but I'm relying on the public will to stay within the law if one exists prohibiting an action.

Signage may make people think twice, but the addition of reference to a bylaw may stop them altogether. The "no motorbikes" sign needs "or Quadbikes". A better sign would be "No unauthorised vehicles".

Is St Helens the only council that does not have these bylaws? Is there any data nationally available on accidents caused by golfers on public parks? Are the police willing to respond to golfing incidents? Should there be a campaign/leafletting in the local golf clubs pointing out the disrepute being brought on the sport by irresponsibility? Should the golf driving range at Sherdley Park have an open day to encourage it's use rather than the parks? If anyone can play golf on any park, including Sherdley Park, what incentive do they have to use the Range?"

New legislation was introduced in 2016 to transfer the accountability for making byelaws to local councils. Byelaws are considered measures of last resort, after a local council has tried to address the local issue through other means. Unless a byelaw is enforced, its presence is somewhat ineffective in resolving the problem. As it is not a legal matter (with or without a byelaw) the Police would not become involved and enforcement would be down to the local authority.

Several messages have been left with the Safer St.Helens Campaign but without response.

A quote has been obtained for the erection of signs to include both 'No Golf' and 'No Unauthorised Vehicles':

Gated entrance: 1 sign (300x400), on the fence line	= £209
Entrance 2: 1 sign (300x400) and post 976mm	= <u>£308</u>
Total cost	= £517 (+VAT)

The Council should consider what action to take in relation to the unauthorised activities.

19. TO CONSIDER THE REQUEST FOR ADDITIONAL STORAGE AT HOLT LANE

At the last meeting it was reported:

Members may recall that Rainhill Rockets made a request for assistance in siting a storage container adjacent to the changing rooms at Holt Lane playing fields. In October 2016 members resolved that subject to the backing of local residents being obtained, the Parish Council would support the submission of a planning application and would consider a grant towards provision of a storage container. (MIN 831: 17.10.16)

A letter is now to be circulated to local residents, the results of consultation should be available for the September meeting. Quotes to have the work carried out by St.Helens Council estimated the following costs:

Fencing and gates	= £2500/£3000
Second-hand container	= £1500/£2000 (including delivery)
Forming a concrete base & planning	= <u>£750/£1000</u>
Total for project	= £4750/£6000

Rainhill Rockets delivered letters to all of Martin Close, the four properties backing on to the field in Brancker Ave, off Chatsworth Road, all the properties backing on to the field in Sandhurst Road and all the properties backing on to the field in Holt Lane, a total of approximately 140 properties.

The letters were delivered the weekend of 15th /16th July, with an end consultation date of 31st July. Three consultation responses have been received, (full copies available on request) the main points being:

- The changing rooms should be replaced with new changing facility incorporating storage;
- The infrastructure already causes a great deal of inconvenience and stress to the residents of Martin Close;
- The car park is not sufficient for the number of vehicles that enter Martin Close on match days and training days, cars park on either side of the road, blocking people's driveways and preventing access by emergency vehicles;
- Before any further development is permitted the car parking should be improved;
- This is a 'permit holder only' area but it does not stop cars from parking on Martin Close;
- The fence should be strong enough so as not to annoy neighbours with the noise from youths kicking the ball against it.

A previous planning application for similar development submitted in 2010 drew objections from 17 addresses in the form of 1 individual letter, 8 pro forma letters and 8 petition slips. However, planning permission was granted on a temporary basis, with the option of renewal, but was never implemented.

Given the estimated cost of £5,000-£6,000 I have asked Rainhill Rockets if funding is available to undertake the works, should planning permission be sought again, to avoid abortive work.

The Council should consider whether the Parish Council is to apply for planning permission on behalf of Rainhill Rockets, and whether any additional assistance is to be provided.

20. TO CONSIDER RESIDENTS COMMENTS AND COMPLAINTS

The Clerk has dealt with correspondence including those relating to: Barrier Baskets – their removal and redistribution (resolved). The following complaints require further consideration:

Parking on pavement at View Road

A complaint has been received regarding vehicles parking on the pavement adjacent to the telephone kiosks at View Road, close to the junction with Warrington Road. Parking restrictions are in place on the road way, which automatically apply to adjacent footpaths, however, the enforcement of these restrictions is limited by the availability of enforcement officers, who only operate during daytime. A safety issue has been highlighted as the emergency exit doors to St. Ann's Millennium Centre open out onto this pavement and could be blocked preventing exit. It has been suggested that bollards along the pavement edge might prevent the unauthorised parking.

Noise from the Victoria Hotel

A complaint has been received regarding noise pollution from the Victoria Hotel. The resident felt let down by the support offered, and requested help from the Parish Council in resolving the issue. I understand that St. Helens Council and Ward Councillors are currently dealing with this issue.

New signage at Victoria Terrace

A complaint has been received regarding new road signage at Victoria Terrace, as follows:

"How can St Helens Council be allowed to erect 2 huge ugly signs regarding "Permit Only" parking in Victoria Terrace Rainhill? This is supposedly a conservation area and an historic street that led to the original station and site of the trials. It takes the look off the street which was a view of 3 lovely Victorian Terraces and is now dominated by the 2 large modern monstrosities. All to stop parking by station users while many of the residents are at work anyway! Meanwhile the council are objecting to the roller shutter on number 24 being replaced by reclaimed by a reclaimed brick wall. It's laughable!

A response was sent to the complainant explaining that the signs were within the jurisdiction of St.Helens Council, which elicited a further response:

"Thank you for your email, I think perhaps the 'permit Parking' was agreed with residents rather than the road signage. I understand from Mr Houghton that the road sign was made smaller due to the road itself being small rather than just consequences of the conservation area. I have pasted below [copy not now included] some of the Conservation Area Management Plan 2008 (I can't find anything more recent). As you can see it states it is important 'the street environment is as clutter free as possible' and 'highway related signage is kept to a minimum and of a design that is sympathetic to the character of the area, rather than of a standard, lesser quality design'. Other than the letters of the sign being reduced to 40mm from 70mm there is nothing 'sympathetic' about the design. This is an historic street we are talking about, apparently named after Queen Victoria and known by train enthusiasts throughout the world, an now it has 2 ugly signs at the opening! Given that there is a policy for conservation areas in St.Helens, should this not perhaps be adhered too? Is it not an issue that the parish council should discuss? Further to this I am in no way against the Permit Parking, only against the destruction of an area of conservation."

"I would like to add I was in Prescot at the weekend and noticed some Victorian houses in Scotchbarn Lane, they have dotted lines around the parking area with "Permit Parking Only' written on the road alongside the dotted lines. Much less obtrusive than the signs which have been put up in Victoria Terrace."

The Council should consider if further action is needed.

21. 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

22. DATE AND TIME OF NEXT MEETING

Ordinary meeting of Parish Council 16th October 2017, 7.30pm
Finance Meeting 13th November 2017, 7.30pm