

Rainford Parish Council

**MINUTES OF A MEETING HELD ON MONDAY 23 OCTOBER 2017 COMMENCING AT 7pm
IN THE COUNCIL CHAMBER AT RAINFORD VILLAGE HALL**

Present: **Councillors:** Aspinall, Brown, Collins, Grice (Chairman), G Jones, P Jones, Long, Monk, L Mussell, D Nichols, R Nichols, Reynolds, Wesley

In attendance: Sally Powell (Clerk)
Victoria Swainbank (Administrative Assistant)
A Brown
M France

Absent: **None**

624. APOLOGIES: Councillor: Lee (Family), D Mussell (Ill)

625. DECLARATION OF INTEREST:

Councillor Grice declared a non-pecuniary interest in Rainford Christmas Fayre

Councillor D Nichols declared a non-pecuniary interest in Rainford in Bloom and Rainford Christmas Fayre.

Councillor Wesley declared a non-pecuniary interest in Rainford Christmas Fayre

626. FORMAL ANNOUNCEMENTS FROM THE CHAIRMAN:

The Chairman thanked all those Councillors who had assisted with the Art Exhibition.

627. TO HEAR AND RESPOND TO ANY QUESTIONS/DEPUTATIONS BY COUNCILLORS OR MEMBERS OF THE PUBLIC:

None.

628. TO APPROVE AS A CORRECT RECORD THE MINUTES OF THE MEETING HELD ON MONDAY 25 SEPTEMBER 2017

613 Councillor R Nichols has been appointed as the Chairman of the Board of Trustees at Rainford Academy

617.605.598 Repetition of 'the meeting'

619.16 'fir' should be 'for'

RESOLVED: **With the above amendments, Councillor D Nichols proposed the minutes be agreed as a true and accurate record. This was seconded by Councillor Wesley and carried unanimously.**

629. MATTERS ARISING FROM THE MINUTES:

615 Councillor D Nichols requested an update regarding the Beech tree and Councillor L Mussell informed the meeting that the owner had been contacted by St Helens Council, but had yet to reply.

622.1 Councillor D Nichols requested an update regarding the advertising hoarding outside the Co-op. Councillor Monk suggested a face to face meeting with Prime Sight be requested. Councillor L Mussell informed the meeting that St Helens Council do not have an issue with the hoarding. After a short discussion, the Chairman requested that a further letter be sent to Prime Sight.

630. ACCOUNTS FOR PAYMENT

(See Appendix 1 for the Income & Expenditure figures for September 2017)

RESOLVED: Councillor P Jones proposed that the Income and Expenditure Figures for September 2017 be accepted. This was seconded by Councillor D Nichols and carried unanimously.

631. CORRESPONDENCE

The Clerk summarised the following correspondence:

1. Letter from Peter Reddington (treasurer Rainford in Bloom (RiB)), detailing the organisations proposals for 2017/18 and requesting a donation
2. Donation request from Rainford Cricket Club
3. Quotation from Edge IT systems for Finance and Facilities management systems
4. Request for a donation from the Eagle & Child Bowling Club
5. Letter from St Helens Council regarding the proposal to replace existing Dog Control Orders with Public Spaces Protection orders
6. Email from Ray Waring congratulating the Parish Council on an excellent Art & Photographic exhibition
7. Email from Janette Kelly regarding a donation for her son Jacob Kelly who has qualified for the British World Championship Tumbling Team
8. Email from Becky Leeming, one of the teachers at CE Primary, thanking the Council for making the teachers and children so welcome when they visited the Art Exhibition
9. Letter from Crawford Village Primary School and Nursery requesting a donation/prize
10. Letter from Barclaycard regarding the new platform for payments which goes live on 31.10.17
11. Letter from Rainford Christmas Fayre Committee requesting a donation
12. Email from Suzanne Davies with the costings for lights on the tree outside the Village Hall for Christmas - £550
13. Email from Gaynor Culshaw Chairman of RiB informing the Parish Council that RiB will not take over the responsibility of the flowerbed on Ormskirk Road *Councillor Collins suggested that a contractor is hired to do the work*
14. Letter and Application form from All Saints Church for the Christmas Tree Festival
15. Letter from St Helens Council regarding the appeal of the decision not to allow planning application P/2017/0323/FUL (Erection of a dwelling on the land adjacent to 1 Inglemoss Drive. (RPC objected to this application as it is on green belt land)
16. Letter from the Mersey Forest with an invitation to attend a workshop on 06.11.17 at Fir Tree Farm about grant options available for land management for the Sankey Catchment Group (Rainford falls within this area)
17. Email from Fairbrother coaches regarding overhanging trees on Higher Lane
18. Email from Terry Bates. The Rainford 10k raised over £2k for charity
19. Email and attachments from Councillor Linda Mussell regarding the advertising board outside the Co-op (Circulated)
20. Email and attached documentation from Paul Melling regarding the planning application at Lords Fold. Mr Melling has grave concerns regarding the current design of the junction at the intersection of Lords Fold and Ormskirk Road *A discussion took place regarding this and Councillor Reynolds requested that the email from Mr Melling was forwarded to him*

RESOLVED: That the Correspondence be accepted

Councillor Brown left the meeting at 7.25pm

632. ART EXHIBITION 05 -08.10.17

The Chairman declared that the Art Exhibition had been a fantastic success. Over 700 visitors attended over the 4 days. Councillor L Mussell stated that she had spoken to Angela Forsythe regarding further advertising for the event next year.

Councillor Brown returned to the meeting at 7.30pm

Councillor Brown suggested that a 1st, 2nd and 3rd prize is given in each category. A short discussion took place with suggestions for the exhibition next year.

633. COMMITTEE & COUNCILLOR REPORTS

- **Audit** – The committee had not met since the last full Council meeting.
- **Borough Council** – Councillor L Mussell reported the following:
 - The axing of the School Crossing Patrol on Cross Pit Lane would be discussed on 27.09.17 by the Borough Council. A discussion regarding possible alternative funding methods for the Patrol took place. It was agreed that no pronouncements or actions would be appropriate until St Helens Council had made a decision.
 - The objections to the dwelling being built on Mossborough Road have been withdrawn by the resident concerned.

Councillor Reynolds informed the meeting that the road built over the brook on Pasture Lane is a temporary measure as part of the on-going repairs.

Councillor L Mussell requested that the notice board in Kings Moss is removed. Councillor Reynolds stated he would obtain a quote for this.

- **Community Development** – Due to the Art Exhibition, the committee had not met since the last full Council meeting.
- **Finance, Planning & Administration** – (See Appendix 2 for minutes) Councillor P Jones reported the following:

PLANNING - 6 sets of plans were considered, for which no objections were raised. There was a discussion regarding Planning Application P/2017/0789/OUP to build 58 dwellings on Brown field land at Lords Fold. Councillor L Mussell stated that St Helens Council had indicated that permission to build the houses may not offset the number of new dwellings proposed for Rainford in the Local Plan.

RESOLVED: Councillor P Jones proposed that the plans be agreed en bloc. Councillor Long seconded the motion which was carried unanimously.

FINANCE –

- The second quarter review had indicated that the Council is on budget.
- Requests for donations had been received from:
 - The Eagle & Child Bowling Club
 - Rainford in Bloom
 - Rainford Christmas Fayre
 - Rainford Cricket Club
 - Rainford Heritage Society
 - Janette Kelly on behalf of Jacob Kelly

Information was given and a discussion took place regarding the donation to Jacob Kelly

RESOLVED: Councillor P Jones proposed that £100.00 be donated to all applicants. This was seconded by Councillor Reynolds and carried unanimously

- The Licence for the ground floor office has been signed by Merseyside Police.
- The cost for the Christmas lights outside the Village Hall was agreed.

- **Health & Safety** - No meeting had taken place since the last Full Council Meeting.

Councillor Brown raised the issue of people who had hired the hall using the hall ladders. It was agreed that only Parish Council staff who had been appropriately trained were allowed to use the hall ladders.

Councillor Brown left the meeting at 7.55pm

634. ANY OTHER BUSINESS

- i. Councillor L Mussell asked what time the Mayor will be arriving at the Christmas Fayre. Councillor D Nichols informed the meeting that timings had not been finalised yet.

Councillor Brown returned to the meeting at 7.58pm

- ii. Councillor G Jones stated that the traffic calming humps are difficult to see. Councillor L Mussell informed the meeting that the humps would be marked with white paint.
- iii. Councillor Aspinall stated that reports that a hunt had gone through the Village were incorrect. A trial with bloodhounds had taken place.

635. DIARY DATES

01 & 03.12.17		Community Cinema
02.12.17		Rainford Christmas Fayre
06.12.17	7pm	Community Development Committee Meeting
07.12.17	10am – 2pm	Senior Road Users Event at the Village Hall
08.12.17	5.45pm	MP's surgery (by appointment only)
13.12.17	6.30pm	Finance, Planning & Administration Committee Meeting
18.12.17	7pm	Full Council Meeting followed by Festive refreshments with invited guests
03.01.18	7pm	Community Development Committee Meeting
05.01.18		Community Cinema
06.01.18	11am – 11.30am	Borough Councillors' surgery
17.01.18	6.30pm	Finance, Planning & Administration Committee Meeting
19.01.18	7.30pm	Houghton Weavers – Chairman's joint fundraiser with RABI
22.01.18	7pm	Full Council Meeting
26.01.18	7pm	Burns Night – Chairman's Fundraiser

There being no other business, the meeting closed at 8.10pm

Councillor David Grice
Chairman 2017/18

APPENDIX 1

ITEM 630 ACCOUNTS FOR PAYMENT

RAINFORD PARISH COUNCIL				
Income & Expenditure 2017 - 2018				
Month ended 31 October 2017				
Expenditure				
Date	Company	Detail	Total	Claimable VAT
02.10.17	Ale & Beer Supplies Ltd	Bar Stock	£ 234.50	
03.10.17	Wendys Flowers	Anniversary Flowers	£ 20.00	£ 3.33
03.10.17	Ale & Beer Supplies Ltd	Bar Stock	£ 191.68	
03.10.17	Kevin Tinney	IT Training & Support	£ 280.00	
03.10.17	Booker/S Powell	Bar Stock/Bar sundries/Paper Towels/Toilet Roll	£ 508.74	£ 8.59
03.10.17	Booker/S Powell	Bar Stock/Bar Sundries	£ 297.57	£ 0.60
05.10.17	Barclays Bank	Bank Charges	£ 48.61	
10.10.17	Barclaycard	Merchant Services	£ 60.64	£ 5.16
10.10.17	Stacy Bilous	Bar Services	£ 41.25	
10.10.17	Ryman/V Swainbank	Staple Gun & Staples	£ 31.96	£ 5.33
10.10.17	Asda/V Swainbank	Ice Cubes	£ 14.00	
10.10.17	B & M Waste Services	Waste Removal	£ 102.72	£ 17.12
10.10.17	Golden Hygiene	Washroom & Hygiene Services	£ 118.80	£ 19.80
10.10.17	Daily Poppins	Cleaning	£ 643.32	£ 107.22
13.10.17	Opus Energy	Electricity	£ 290.62	£ 48.44
19.10.17	Shotbowl Ltd/V Swainbank	Bowling Colours	£ 4.95	£ 0.83
19.10.17	Richard Grice	Grass Cutting	£ 20.00	
19.10.17	George Wright Brewing Company	Bar Stock	£ 41.88	
19.10.17	Ale & Beer Supplies Ltd	Bar Stock	£ 335.42	
19.10.17	Ale & Beer Supplies Ltd	Bar Stock	£ 74.92	
19.10.17	Booker/S Powell	Bar Stock/Glasses	£ 361.63	£ 5.60
19.10.17	Booker/S Powell	Bar Stock/Bar Snacks	£ 294.28	
20.10.17	Greenhope Recycling & Waste Services Ltd	Glass Recycling	£ 5.40	£ 0.90
20.10.17	Tesco/S Powell	Bar Stock	£ 81.85	
20.10.17	Viking	DCT Phone Set	£ 107.99	£ 18.00
20.10.17	Ian Lancaster	Wooden steps	£ 150.00	
25.10.17	Rainford Cricket Club	Donation	£ 100.00	
25.10.17	Rainford in Bloom	Donation	£ 100.00	
25.10.17	Rainford Christmas Fayre	Donation	£ 100.00	
26.10.17	Clear Business	Telephone & Broadband	£ 93.40	£ 15.57
30.10.17	St Helens Council	Rates	£ 1,142.00	
30.10.17	The Works/S Powell	Clear Baubles	£ 28.00	
30.10.17	PM & B Oliver	Wreaths for Remembrance Day	£ 85.00	
30.10.17	Booker/S Powell	Bar Stock/Bar Sundries/ Refreshments	£ 93.89	£ 2.00
30.10.17	Janette Kelly	Donation for Jacob Kelly	£ 100.00	
			£ 6,205.02	£ 258.49
INCOME			Invoiced	Received
		Bar Sales		£ 5,683.41
		Invoiced Bar Sales	£ -	
		Main Hall	£ 1,712.00	£ 3,826.50
		Reception Room	£ 474.00	
		Kitchen	£ 25.00	
		Rent	£ 1,350.00	
		Events	£ 340.00	
		Other	£ -	£ 267.30
		Total	£ 3,901.00	£ 9,777.21
	Current Account	As at 31.10.17	Bank	
		Balance Brought Forward	£ 744.59	
		Total Income	£ 9,777.21	
		Expenses	-£ 6,205.02	
		Transfers in		
		Transfers Out		
		Closing Balance	£ 4,316.78	
		Bank Balances @ 31.10.17		
		Current	£ 4,316.78	
		High Interest	£ 54,529.30	
			£ 58,846.08	
		Debtors @ 31.10.17	£ 7,201.79	
		Bank Balances + Debtors	£ 66,047.87	
Chairman	2017/18			

APPENDIX 2
MINUTES OF A MEETING OF THE FINANCE, PLANNING AND ADMINISTRATION COMMITTEE
OF RAINFORD PARISH COUNCIL HELD ON
WEDNESDAY 18 OCTOBER 2017 at 6.30pm IN THE COUNCIL CHAMBER AT RAINFORD VILLAGE HALL

PRESENT: Councillors: K Aspinall, I Brown, J Collins, D Grice, P Jones (Chairman), J Long,
L Mussell

IN ATTENDANCE: Sally Powell – Clerk

ABSENT: None

At the beginning of the meeting, Councillor Grice requested that the item under private agenda be considered first. The Chairman agreed to this and the Clerk left the meeting for the duration of the discussion.

1. APOLOGIES: None

Councillor Grice left the meeting at 7pm

2. PLANS:

6 sets of plans (see Appendix 1 for details) were considered. There was a short discussion regarding Planning Application P/2017/0789/OUP. Concern was expressed that not objecting to 58 houses being built on the Lords Fold site may encourage other applications. Councillor L Mussell informed the meeting that St Helens Council would not be prepared to offset this development against the Local Plan proposals. It is understood that the dwellings will be mainly starter homes, mostly 2 bedroomed, semi-detached properties, with a selling price of between £150K - £170K. There were no objections to any of the applications.

3. INCOME & EXPENDITURE:

See Appendix 2 for Income & Expenditure figures for September 2017.
No issues were raised.
The Clerk was asked to send all Councillors the summary for July 2017.

4. UP-GRADING OF THE IT EQUIPMENT AND SOFTWARE FOR ACCOUNTS (UPDATE)

The Clerk informed the meeting that the facilities management software was working well but the financial management software had yet to be installed. This was due to a possible alternative system having been demonstrated which is designed for Parish/Town Councils and would integrate the facilities management and accounting modules. However, it is not currently very user friendly. The Clerk suggested that the current system should be maintained for the rest of the financial year as to change now would mean there would be a large amount of information to transfer to the new system. Therefore, it might be more prudent to change over to the new integrated system from 01.04.18.

5. 2nd QUARTER REVIEW

See Appendix 3 for report
Councillor Brown queried why the Reception Room had not yet been decorated. The Chairman reminded the meeting that the project had been put on hold while the new IT was being installed.

There was a discussion regarding the boilers and it was agreed that the cost of new boilers should be budgeted for in 2018/19.

It was further agreed that the Reception Room should be decorated as soon as possible.

6. DONATION REQUESTS

Requests for donations with the appropriate paperwork had been received from:

Rainford in Bloom

Rainford Christmas Fayre

Rainford Cricket Club

The Eagle & Child Bowling Club

Rainford Heritage Society

Following a discussion, it was agreed that each organisation should receive £100.

Wreaths for Remembrance Sunday would be purchased from the British Legion.

2 other requests were considered. One was rejected as it was based outside the Parish. The other was deferred to the Full Council Meeting on 23.10.17 for further consideration.

7. OFFICES (UPDATE ON THE COMMUNITY POLICE STATION + REQUEST FROM LICENSEE IN OFFICE 4)

The Clerk informed the meeting that the License had been signed for the Community Police Station. Also, that the rent for the tenant in Office 4 was due for review. The Chairman suggested that the rent was kept at the same rate and reviewed again at the end of the financial year. This was agreed.

8. ANY OTHER BUSINESS

- i. St Helens Council have informed the Clerk that the cost of putting Christmas lights on the tree outside the Village Hall this year would be £550. This expenditure was agreed.

There being no other business, the meeting closed at 7.43pm.

Councillor Peter Jones
Chairman 2017/18

APPENDIX 1

Item 2 PLANS

RAINFORD PARISH COUNCIL - PLANS FOR October 2017				
NUMBER	APPLICANT	DESCRIPTION	SITE ADDRESS	OBJECTIONS
P/2017/0757/ADC	Rainford High School Higher Lane, Rainford	Consent to display 1 no replacement non illuminated fascia sign to front elevation	Rainford High School Higher Lane, Rainford	
P/2017/0750/HHFP	Mrs Catherine Carter 15 Rufford Road Rainford WA11 8JX	Demolition of existing detached garage and erection of a single storey side extension.	15 Rufford Road Rainford WA11 8JX	
P/2017/0758	Rainford High School Higher Lane, Rainford	Installation of netting above existing fence.	Rainford High School Higher Lane, Rainford	
P/2017/0773/FUL	Rainford Police Station 101 Church Road, Rainford	Change of use from Police Station to dwelling	101 Church Road, Rainford	
P/2017/0789/OUP	Mr P Mahood Unit 2-10 Lords Fold Rainford, WA11 8HP	Outline application for residential development all matters reserved except for access, including junction improvements at Lords Fold/Ormskirk Road	Unit 2-10 Lords Fold Rainford, WA11 8HP	
P/2017/0807/HHFP	8 Festival Road Rainford,	Erection of front porch (No documents available)	8 Festival Road Rainford,	
Councillor Peter Jones				
Chairman FPA 2017/18				

APPENDIX 2

Item 3 INCOME & EXPENDITURE

RAINFORD PARISH COUNCIL				
Income & Expenditure 2017 - 2018				
Month ended 30 September 2017				
Expenditure				
Date	Company	Detail	Total	VAT
05.09.17	Barclays Bank	Bank Charges	£ 48.35	
10.09.17	Barclaycard	Merchant Services	£ 42.40	£ 5.16
11.09.17	Scottish Power	Electricity Pavillion	£ 25.80	£ 1.23
11.09.17	Richard Grice	Grass Cutting	£ 20.00	
11.09.17	Joe Yates	Bar Services	£ 41.69	
11.09.17	Natasha Powell	Bar Services	£ 23.00	
11.09.17	Haddy Powell	Bar Services	£ 23.00	
11.09.17	Catersoft/S Powell	Booking Management System	£ 238.80	£ 39.80
11.09.17	B & M Waste Services	Waste Removal	£ 82.18	£ 13.70
13.09.17	Opus Energy	Electricity	£ 223.32	£ 37.22
15.09.17	Kevin Tinney	Wifi /Project work	£ 700.00	
15.09.17	Booker/S Powell	Bar Stock/Supplies	£ 532.69	£ 5.16
15.09.17	Ale & Beer Supplies Ltd	Bar Stock	£ 275.54	
20.09.17	Greenhope Recycling & Waste Services Ltd	Glass Recycling	£ 8.10	£ 1.35
22.09.17	The Range/S Powell	Beer Buckets	£ 113.83	£ 18.97
22.09.17	Booker/S Powell	Bar Stock/sundries	£ 359.65	£ 1.53
22.09.17	Kevin Tinney	Community Cinema Equipment Hire	£ 71.48	
26.09.17	PWLB	Repayment	£ 949.50	
27.09.17	Clear Business	Broadband, Telephone & Mobile	£ 82.82	£ 13.80
28.09.17	St Helens Council	Rates	£ 1,142.00	
	Transfer to Community Account	Tickets paid by card for fundraisers	£ 205.00	
29.09.17	Waterplus	Water & wastewater	£ 219.43	
29.09.17	Richard Grice	Grass Cutting	£ 20.00	
29.09.17	Ale & Beer Supplies Ltd	Bar Stock	£ 272.31	
29.09.17	Waterplus	Water Pavillion	£ 25.47	
29.09.17	Filmbank Media	Film Screening Licence 'Grease'	£ 99.60	£ 16.60
29.09.17	Filmbank Media	Film Screening Licence 'The Goonies'	£ 99.60	£ 16.60
29.09.17	St Helens Council	Salaries/NI/Pension/Fees	£ 5,092.94	
Total			£ 11,038.50	£ 171.12
	Income	Bar Sales	£ 3,392.93	
		Invoiced Bar Sales	£ 1,971.65	
		Main Hall	£ 1,621.50	
		Reception Room	£ 240.00	
		Rent	£ 1,350.00	
		Other	£ 59.72	
		Total	£ 8,635.80	
	Current Account	As at 30.09.17	Bank	
		Balance Brought Forward	£ 2,562.68	
		Total Income	£ 9,220.41	
		Expenses	-£ 10,833.50	
		Transfers in		
		Transfers Out	-£ 205.00	
		Closing Balance	£ 744.59	
		Bank Balances @ 30.09.17		
		Current	£ 744.59	
		High Interest	£ 54,529.30	
			£ 55,273.89	
		Debtors @ 31.07.17	£ 7,001.79	
		Bank Balances + Debtors	£ 62,275.68	
Chairman	2017/18			

RAINFORD PARISH COUNCIL

QUARTERLY REVIEW APRIL – SEPTEMBER 2017Introduction

During the second quarter of the financial year, the Chairman has attended 7 official engagements. The Village Hall has continued to be busy with regular classes, events and functions. During this time, Rainford Show and the Heritage Day have taken place, along with a fund-raising evening for the Chairman's charity and a Community Cinema screening. Furthermore, within the Hall, 13 functions using the Bar facility have taken place, including 3 Wedding parties and 1 Christening Party. The Main Hall has been hired for 5 other functions but the Reception Room has only been used for regular classes and meetings. 3 new weekly classes have started, including Modern Jive classes on a Tuesday evening when the bar is also open which brings in additional income. 2 regular classes have finished; 1 due to lack of people attending and the other as the hall was unable to accommodate the expansion of classes required. At the end of the second quarter, the Main Hall and Reception Room were hired for 11 regular weekly classes/meetings, 2 fortnightly and 3 monthly.

Currently an additional 28 bookings for functions with the Bar facility, and 7 without, have been made before 31.03.18.

One office was vacated on 31.07.17 and work was begun in the conversion of this into a Community Police Station. The new Licence has been signed.

The Tables below show the Income and Expenditure to the end of the second quarter, with comparisons to the budget and last year's figures. Explanatory notes are given. The budget figures for the first quarter reflect where possible the historic pattern of spending throughout the year.

INCOME April - September 2017							
	BUDGET 2017/18	Budget to 30.09.17	Actual to 30.09.17	% ↑↓ over Budget	Actual to 30.09.16	%↑↓ over 2016/17	Notes
Bar	34628	17314	18102	5	20238	-12	1
Main Hall	14873	7437	9790	32	7461	24	
Other	6629	3315	2976	-10	1986	33	2
Precept	72225	72225	72225	0	71300	1	3
Reception Room	2825	1413	1894	34	1216	36	
Rent	22630	11315	9073	-20	9760	-8	4
VAT Refunds			0		3016		
TOTAL	153810	113018	114060	1	114975	-1	

1. The budget figures assume 50% of the year's takings within this quarter. The Bar income has increased significantly over the second quarter and is currently slightly above budget although still below the takings for the equivalent period last year.

2. Other income is made up from chargeable function extras (such as tablecloths and chair covers etc), along with events hosted by the Parish Council including the Community Cinema, Christmas Party and the Beer Festival. Although below budget, income from this is significantly higher than at the same point last year.
3. The precept was raised by £1 for a Band D equivalent property for the financial year 2017/18 and the number of Band D properties rose from 2852 to 2889.
4. Rent for the Community Police Station will begin in the next quarter. This rent is double the amount the previous tenants were paying.

EXPENDITURE April - September 2017							
	Budget 2017/18	Budget to 30.09.17	Actual to 30.09.17	% ↑↓ over Budget	Actual to 30.09.16	% ↑↓ over 2016/17	Notes
General admin	63247	31624	32095	1	45302	-41	5
PWLB	1888	944	950	1	969	-2	
Pavillion	155	78	72	-7	53	27	
Publicity	550	275	0	-100	0	0	
Rent	1934	1934	1934	0	1934	0	
S137	1200	600	201	-66	563	-180	
National Insurance	2044	1022	1179	15	1022	13	
Pensions	10727	5364	6301	17	3868	39	
Salaries	43380	21690	24695	14	23980	3	
SUB-TOTAL	125125	62563	67428	8	77692	-15	
Bar	23085	11543	8664	-25	11918	-38	
TOTAL	148210	74105	76092	3	89610	-18	6

5. The figure for the second quarter in 2016/17 includes the cost of the roof repairs.
6. The overall expenditure figure is 3% above budget for the first quarter.
7. The Insurance premiums have been allocated to reflect payments during the year.
8. Despite the increased costs of cleaning due to hall use, maintenance costs are 23% below budget at the end of the second quarter.
9. The rates were budgeted to rise but actually decreased from £12170 for the year to £11410 after the budget was set.
10. The figure for 2016/17 includes the cost of the roof repairs.
11. The costs of the new IT hardware and software are included in this figure.
12. Certain items that had been budgeted for were offered free of charge.
13. This figure includes the cost of the signage for the Village Hall.
14. There will be additional costs for laundering which have not been included as the invoices have not yet been received.

April – September 2017

Total income	£114060
Total Expenditure	£ 76092
Surplus	£ 37968

April – September 2016

Total Income	£114975
Total Expenditure	£ 89610
Surplus	£ 25365

EXPENDITURE April - September 2017							
General Admin Expenditure	Budget 2017/18	Budget to 30.09.17	Actual to 30.09.17	% ↑↓ over Budget	Actual to 30.09.16	% ↑↓ over 2016/17	Notes
Building							
Bank charges	845	423	1005	138	581	42	
Insurance	3690	1845	1148	-38	1098	4	7
Maintenance	13087	6544	5051	-23	13629	-170	8
Rates	12542	7525	6849	-9	7305	-7	9
Repairs & Renewals	6758	3379	3337	-1	11541	-246	10
SUB-TOTAL	36922	18461	17390	-6	34154	-96	
Communications							
Phone, Broadband, website	2000	1000	4652	365	806	83	11
Postage & stationery	600	300	347	16	466	-35	
SUB-TOTAL	2600	1300	4998	284	1272	75	
Fees							
Audit	1502	751	1000	33	683	32	
PRS Music Licence	900	900	739	-18	731	1	
St Helens Council	440	220	248	13	276	-11	
Subscriptions	250	125	71	-43	71	0	
Tenant Finding	395	198	0	-100	0	0	
SUB-TOTAL	3487	1744	2058	18	1761	14	
Other							
Art Exhibition	500	0	0	0	0	0	
Chairmans evening	1650	1650	1374	-17	1500	-9	12
Christmas light & tree	900	0	0	0	0		
Miscellaneous	1000	500	1096	119	424	61	13
Chargeable function expenses	3000	1500	377	-75	1899	-404	14
Training	1000	500	740	48			
SUB-TOTAL	8050	4025	3587	-11	3823	-7	
Utilities							
Electricity	3106	1553	1115	-28	1175	-5	
Gas	7533	3767	2345	-38	2612	-11	
Water	1549	775	603	-22	505	16	
SUB-TOTAL	12188	6094	4063	-33	4292	-6	
TOTAL	63247	31624	32095	1	45302	-41	
Earmarked expenditure							
Election Expenses	5600		0		0		
Village Hall	450		450				

Parish Council

All Councillors remain the same and there are currently no vacancies on the Parish Council. The wards of Rainford are represented as follows:

Crank	Councillors Diane Nichols, Rupert Nichols, Rob Reynolds
Junction	Councillors David Grice, Georgina Jones, Dennis Mussell
Mossborough	Councillors Iris Brown, Melanie Lee, Diane Wesley
Muncaster	Councillors Peter Jones, John Long, David Monk
Randle	Councillors Keith Aspinall, Judith Collins, Linda Mussell

Membership of the Council committees is as follows:

Audit – Councillors: Grice (Ex-Officio), P Jones (Chairman), D Nichols, Reynolds

Community Development – Councillors: Grice (Ex-Officio), G Jones, Lee (Chairman), D Nichols, Reynolds, Wesley (Resident members: Alice Bradley, Mike Olley)

Finance, Planning & Administration – Councillors Aspinall, Brown, Collins, Grice (Ex-Officio), P Jones (Chairman), Long, L Mussell

Health & Safety – Councillors: Aspinall, D Mussell, Reynolds

Personnel – Councillors: P Jones, Monk, D Nichols

The Chairman has chosen to raise funds for Rainford Band during his year of office.

During this period the result of the Annual Return showed that there were no issues of concern for the end of year figures 2016/17.

Main Hall and Reception Room

The major project undertaken this quarter is the on-going updating of the IT hardware and software. This has been expanded to include upgrading the WIFI access in the Main Hall and Reception room and Bar area. The Fire extinguishers have been tested and replaced as required. All offices except the one which will become the Community Police Station are occupied giving a current monthly income of £1350.

Monthly income from regular classes/meetings in the Main Hall is currently circa £650.

Monthly income from regular classes/meetings in the Reception Room is currently circa £245.

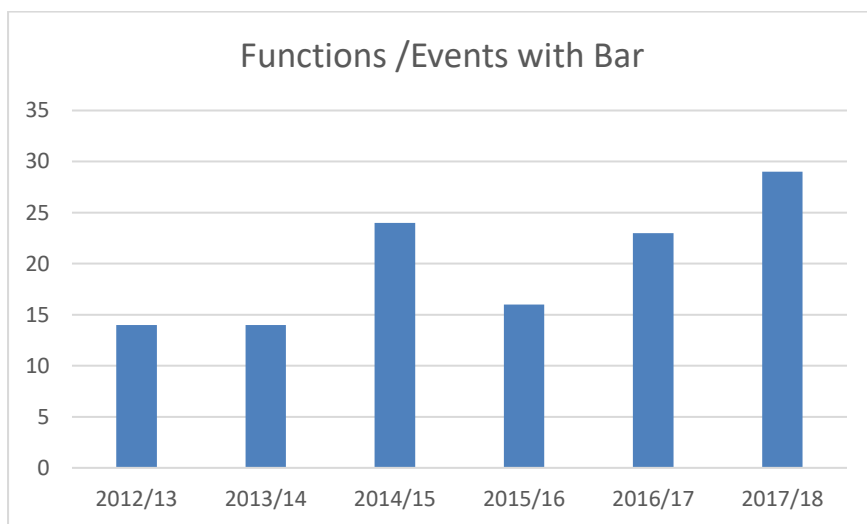
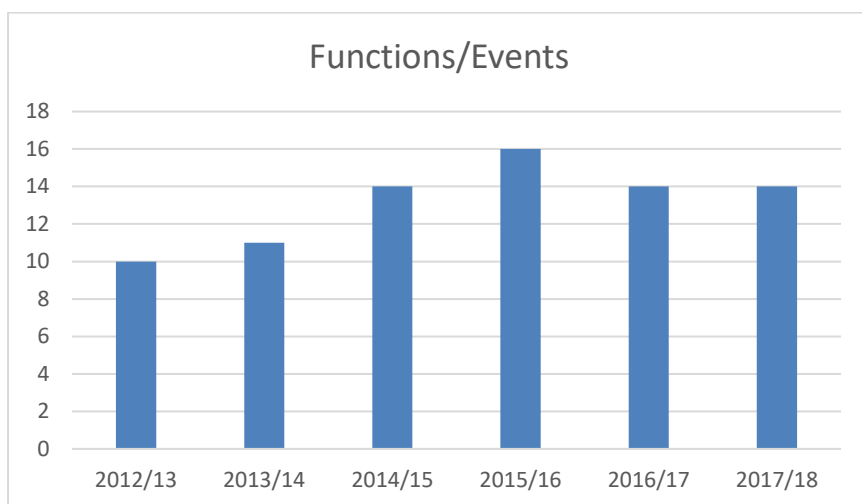
The Rainford Senior Citizens Social Committee continue to use the Main Hall and kitchen on Tuesdays for Luncheon Club, free of charge but have made a donation of £1500 towards the costs incurred throughout the year, during this quarter. Other organisations who currently use rooms in the hall without charge are the Rainford Christmas Fayre Committee, Rainford in Bloom and Rainford Action Group.

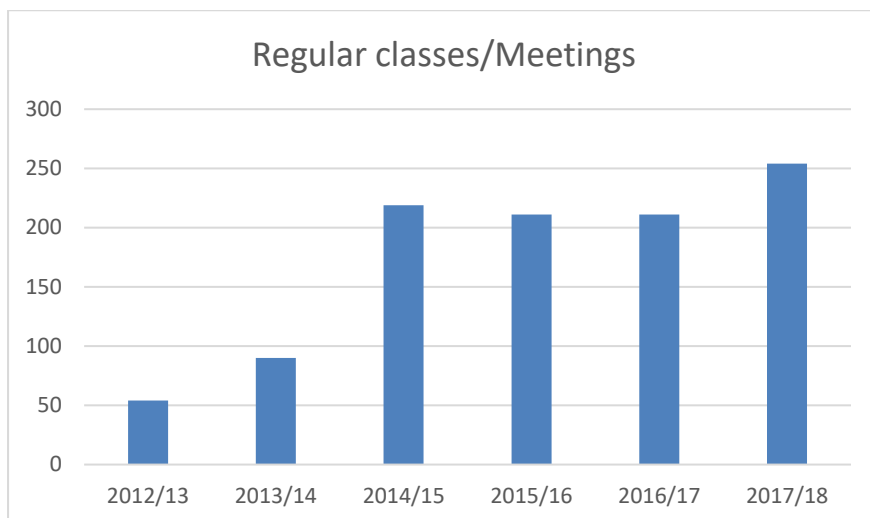
The use of the Village Hall for functions, classes and meetings continues to increase. 3 new weekly classes have started. Early evening slots for Monday – Wednesday are at capacity, but scope still remains for more use of the Main Hall and the Reception Room during the daytime. It has not always been possible to accommodate people wanting to hold regular classes or one off events, but alternative dates and times are always offered to try and secure a booking. In recent weeks the facilities at the Village Hall have been shown to 4 separate individuals regarding new classes, including the use of the kitchen for cookery classes.

On occasions, the Council Chamber has been used for meetings when the Reception Room was already in use or if something noisy was happening in the Main Hall. Regular bookings are not taken for Fridays in the Main Hall to allow time to set up for functions and events on Fridays and Saturdays. There were 2 Friday evenings during the quarter when the Main Hall was not hired and no events were taking place on the Saturday.

The decision taken by the Parish Council to redecorate and upgrade the Reception Room has been put on hold during this quarter in order to spend funds on upgrading the IT hardware and software.

Below are year on year comparison bar charts for the Main Hall and Reception Room use:





Bar

The bar continues to provide a good service and prices remain competitive despite the overall increase in prices of 2.4% on 01.04.17.

A small group of well-trained and motivated staff is maintained by The Bar Manager and Bar Supervisor. Some turnover of bar team members has taken place this quarter. Some new members have been recruited and are currently undergoing training. The Bar Manager has been diligent this quarter in keeping stock levels down and sales up.

The Clerk's Office

The Clerk's office remains busy. Throughout the quarter there have been 221 visitors to the office and 252 incoming telephone calls.

During this time, we have been a collection point for RAG envelopes and in the last week of the quarter, the office was accepting items for the Art Exhibition. This has coincided with the Clerk and Administration Assistant learning to use and inputting data into the new facilities management software. This is proving invaluable in keeping a focus on costs and the affordability of events and functions.

The Clerk and the Administration Assistant strive to maintain good working relationships with all regular hall users, one off function hirers and licensees whilst ensuring the running of the hall is in line with Health and safety legislation and all other statutory requirements. This can be challenging at times.

Conclusion

Income at the end of the first quarter is £114060 which is 1% over budget and -1% compared to last year. Expenditure is £76092 which is 3% above budget, but -18% compared to last year. Opportunities for savings continue to be a priority where possible and an example of this is the utility bills which are collectively 33% under budget and 41% lower than at the same time last year.

All opportunities to reduce expenditure will continue to be taken where possible and appropriate. An on-going effort remains to keep revenue increasing and market the Village Hall as a venue for functions and classes. However, it is inevitable that costs increase as well as income with the rise in Hall usage.

Sally Powell

Clerk & RFO to Rainford Parish Council

12.10.17