

5. Update Letter re the Local Plan
6. Email from Rev Bill Wright with sincere thanks but declining the invitation to the Christmas Reception
7. Letter from Barclaycard as incorrect fees had been applied to some card transactions. The error has been corrected
8. Copy of the Judges report for Rainford in Bloom
Councillor Brown requested further details and the Clerk read out the reports in full. It was agreed that Rainford in Bloom have made very good progress at Rainford Junction Station. Councillor Reynolds gave an update on future plans for the station and Councillor Brown wished congratulations to the team to be recorded.
9. Update on the Payment Services Directive from Barclaycard
10. Email from a resident regarding the damage to the bus shelters in Rainford asking if it is possible for the Parish Council to liaise with the company who put up the shelters to either use unbreakable materials or remove them.
Following a discussion, it was agreed that the Clerk would contact the company responsible for the bus shelters. Councillor Aspinall reminded the meeting that strong objections had been made to the proposal to remove the bus shelters in the past.
11. Letter regarding changes to the Merchant agreement
12. Letter from St Helens Council with some free merchandise from the Road safety team
13. Letter from The Mayor inviting the Chairman to the Holocaust Memorial Service on 26.01.18
14. Email from Councillor Neil Smith, Chairman of Billinge Parish Council
15. Copy of the Electoral Register for 2017 - 2018

In November the Clerk's office responded to 117 telephone calls and 113 visitors

To date in December, the Clerk's office has responded to 85 Telephone Calls and 70 visitors

RESOLVED: That the Correspondence be accepted

656. PRIMESIGHT ADVERTISING BOARD OUTSIDE THE CO-OP

The Clerk summarised a telephone conversation she had had with an employee at Primesight and informed the meeting of a conversation that Councillor L Mussell had also had with a different member of staff. Both had been dismissive of the request to remove the board. Following a discussion, the Clerk was asked to obtain copies of any correspondence between Primesight and St Helens Council and any objections made by the Parish Council.

657. PARISH COUNCIL ELECTIONS 2019

Councillor Brown stated it was against the rules to discuss the election of Parish Councillors at a Parish Council meeting.

The Clerk advised the meeting that it was acceptable to discuss ways of promoting the Parish Council in order to make residents aware of the opportunity of becoming a Parish Councillor and the responsibilities of the role.

Following a discussion, it was agreed that the next newsletter (to be distributed in Jan/Feb 2018) should state when the next elections would take place and contain an article about the role of a Parish Councillor.

658. COMMITTEE & COUNCILLOR REPORTS

- **Audit** – The committee had not met since the last full Council meeting. It was noted that the Audit committee had not met within the term of the current Chairman.
- **Borough Council** – Councillor R Reynolds reported the following:
 - A meeting had taken place between the Borough Councillors, Councillor Wesley, members of RAG and Mike Palin to discuss the Local Plan. Mike Palin had stated at the

meeting that new brownfield sites had become available for development within the Borough. Councillor Collins asked if the issue of the current sewers in Rainford not being able to cope with the proposed development had been addressed. Councillor Wesley informed the meeting that this had not been referred to specifically, but that the whole infrastructure of the Village was being looked in to in relation to the proposals.

- **Community Development** – The committee had not met since the last full Council meeting. It was noted that the Community Cinema screenings of ‘Polar Express’ had been a great success.
- **Finance, Planning & Administration – (See Appendix 2 for minutes of the last meeting)** In the absence of the Chairman, Councillor Brown reported the following:
PLANNING - 5 sets of plans were considered, for which no objections were raised.

RESOLVED: Councillor Aspinall proposed that the plans be agreed en bloc. Councillor Reynolds seconded the motion which was carried unanimously.

FINANCE – The business approached to sponsor the School Crossing Patrol had decided not to be involved

Quotes are still being sought for the replacement sound system in the Main Hall and the redecoration of the Reception Room. It is hoped that at least one of these projects will be completed before the end of the financial year

Suggestions of projects to be included in the budget for 2018/19 included:

- Upstairs kitchenette
- New Boiler
- Replacement of some of the single-glazed windows
- Review and improvement of the disabled facilities
- Re-capping the front steps

Any other ideas should be sent to the Clerk. Councillor Brown had suggested that rent for the offices and for hiring the Main Hall and Reception Room should be increase, but this was rejected as unnecessary. The draft budget will be considered at the January 2018 meeting.

ADMINISTRATION – There had been acknowledgement that transparency regarding the Parish Council’s finances was very important and also that being in a stronger financial position allowed scope for the Council to initiate and participate in more community projects and schemes.

- **Health & Safety** - No meeting had taken place since the last Full Council Meeting. The Clerk informed the meeting that training in the safe use of ladders and general health and safety at work had been arranged for the staff.

659. ANY OTHER BUSINESS

- i. Councillor Lee raised the issue of the over-growing hedge on Whalley Avenue. The Clerk was requested to contact the Highways Department regarding this. There was a short discussion on the merits of Whalley Avenue and Leyland Road being one-way. It was noted that the residents of these roads had rejected the suggestion twice in the past.

660. DIARY DATES

20.01.18	From 4.30pm	Community Cinema
22.01.18	7pm	Full Council Meeting
26.01.18	7pm	Burns Night – Chairman’s Fundraiser
03.02.18	11am – 11.30am	Borough Councillors’ surgery
07.02.17	7pm	Community Development Committee Meeting
09/10.02.18		Beer Festival
21.02.18	6.30pm	Finance, Planning & Administration Committee Meeting
23.02.18	7pm	Quiz – Chairman’s Fundraiser
26.02.18	7pm	Full Council Meeting
03.03.18	7.30pm	Barry Mason – Remember Delilah? Chairman’s Fundraiser
07.03.18	7pm	Community Development Committee Meeting
18.03.18	2.30pm	Afternoon Tea – Chairman’s Fundraiser

21.03.18	6.30pm	Finance, Planning & Administration Committee Meeting
24.03.18		Community Cinema
26.03.18	7pm	Full Council Meeting

There being no other business, the meeting closed at 8.00pm

Councillor David Grice
Chairman 2017/18

APPENDIX 1

ITEM 654 ACCOUNTS FOR PAYMENT

RAINFORD PARISH COUNCIL	
Income & Expenditure 2017 - 2018	
Month ended 30 November 2017	
INCOME	
Bank Loyalty Award	£ 14.74
Bar Sales	£ 2,679.95
Community Cinema	£ 1,482.42
Invoices	£ 6,399.00
Other	
Transfers from HI Account	£ 3,500.00
For transfer to Community Account	£ 100.00
VAT Refunds	£ 954.83
Total	£ 15,130.94
CURRENT ACCOUNT	
As at 30.11.17	Bank
Balance Brought Forward	£ 4,316.78
Total Income	£ 11,630.94
Expenses	-£ 12,355.10
Transfers in	£ 3,500.00
Transfers Out	-£ 310.00
Closing Balance	£ 6,782.62
Bank Balances @ 30.11.17	
Current	£ 6,782.62
High Interest	£ 51,029.30
	£ 57,811.92
Debtors @ 31.07.17	£ 10,342.54
Bank Balances + Debtors	£ 68,154.46

APPENDIX 2
MINUTES OF A MEETING OF THE FINANCE, PLANNING AND ADMINISTRATION COMMITTEE
OF RAINFORD PARISH COUNCIL HELD ON
WEDNESDAY 13 DECEMBER 2017 at 6.30pm IN THE COUNCIL CHAMBER AT RAINFORD VILLAGE HALL

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

IN ATTENDANCE: Sally Powell – Clerk

ABSENT: None

1. APOLOGIES: D Grice (Prior Engagement), J Long (Away)

2. MINUTES OF THE MEETING HELD ON 22.11.17:

Councillor Aspinall proposed the draft minutes of the meeting held on 22.11.17 as a true and accurate record. This was seconded by Councillor L Mussell and carried unanimously.

3. MATTERS ARISING FROM THE MINUTES NOT ON THE AGENDA:

5. Councillor L Mussell informed the meeting that a local business had been approached to sponsor the school crossing patrol. The suggestion had been considered but rejected.

4. PLANS:

5 sets of plans were considered (See Appendix 1 for summary):

Councillor Aspinall declared a non-pecuniary interest in application P/2017/0908/HHFP

There was a discussion regarding application P/2017/0929/ADC. It was agreed that the new grey colour adopted by the Co-op for branding would be less intrusive than the current bright green. There were no objections to this application providing the Conservation Officer was involved with the application.

The Chairman asked the Clerk to recount a telephone conversation she had had with an employee of Primesight (owners of the advertising hoarding outside the Co-op):

The Clerk had been informed that Primesight had no interest in the appropriateness of the location of an advertising panel as long as it was making money and had planning permission. The only circumstances in which removal would be considered were:

- i. If the area had changed
- ii. If it was causing an obstruction
- iii. Lack of space

The spokesperson declined to put the reasons in writing.

Councillor L Mussell informed the meeting that she had also spoken to a representative from Primesight. She was informed that an Estates Manager had visited the site of the hoarding and the company do not perceive it as inappropriate to the area.

Councillor Collins asked if the cash machine at the Co-op would be replaced. Councillor Aspinall informed the meeting that this was due to take place on 22.12.17.

5. INCOME & EXPENDITURE:

See Appendix 2 for Income & Expenditure figures for November 2017.

- i. Councillors Brown and Mussell pointed out two typing errors:

14.11.17 Coping should be copying

15.11.17 Ip should be Up

6. SOUND SYSTEM IN THE MAIN HALL

The first quote for upgrading the system had not yet been received. Further requests for quotes would be made as soon as possible.

Councillor L Mussell requested that information on how the sound system would link into the Reception Room is obtained.

7. DECORATION OF THE RECEPTION ROOM

The Clerk informed the meeting that it was difficult to get quotes for the work due to the time of year. The Chairman suggested that this is deferred until the New Year.

8. BUDGET 2017/18

The Chairman informed the meeting that the Council would probably be in a position to earmark funds for projects to be completed in the 2018/19 financial year. Suggestions were as follows:

Replacement Boiler

Creation of a kitchenette in the upstairs toilet

Replacement of some of the single-glazed windows

Review of the disabled facilities

Re-capping of steps

Councillor Brown suggested that the cost of hiring the hall and offices should be increased. The Chairman stated that he was not in agreement with this as it was local residents and businesses who used the hall. Furthermore, the improved use of the hall for functions and events meant that the cost of hiring the hall regularly could be subsidised to a certain extent.

It was agreed that a need for transparency was important and the Council should be able to show how its assets were being used. There was acknowledgement that being in a stronger financial position allowed scope for the Council to initiate and participate in more community projects and schemes, such as the school crossing patrol on Cross Pit Lane.

Councillor L Mussell suggested that a 'wish list' for spending is kept throughout the year.

The Clerk was asked to check when the final budget for 2018/19 had to be with St Helens. If possible, the Chairman would like the draft budget discussed at the January meeting with the final version being approved at the February meeting.

9. ANY OTHER BUSINESS

None

There being no other business, the meeting closed at 7.10pm.

Councillor Peter Jones
Chairman 2017/18

APPENDIX 1

Item 4 PLANS

RAINFORD PARISH COUNCIL - PLANS FOR DECEMBER 2017				
NUMBER	APPLICANT	DESCRIPTION	SITE ADDRESS	OBJECTIONS
P/2017/0891/HHFP	Householder Application	Demolition of existing garage and erection of two storey side extension and single storey rear extension, along with front and rear dormer extensions	25 Walmsley Drive Rainford WA11 8EN	
P/2017/0908/HHFP	Householder Application	Single storey side extension	82 Stanley Avenue Rainford WA11 8JA	
P/2017/0910/FUL		Alteration of existing grass area to adventure golf putting area	Rainford Golf Driving Range Mill Lane Rainford Golf Driving Range WA11 8LN	
P/2017/0926/HHFP	Householder Application	Two Storey side extension and single storey rear extension	14 Heysome Close, Crank WA11 7SA	
P/2017/0929/ADC	CoOp Food Store 7 Church Road, Rainford WA11 8HE	Consent to display 2no non illuminated fascia, 1no internally suspended logo and 3no non illuminated wall mounted aluminium panels	CoOp Food Store 7 Church Road, Rainford WA11 8HE	
Councillor Peter Jones				
Chairman FPA 2017/18				

APPENDIX 2

Item 5 INCOME & EXPENDITURE

RAINFORD PARISH COUNCIL				
Income & Expenditure 2017 - 2018				
Month ended 30 November 2017				
EXPENDITURE				
Date	Company	Detail	Total	Claimable VAT
01.11.17	Ale & Beer Supplies Ltd	Bar Stock	£ 438.34	
02.11.17	B & M Waste Services	Waste Removal	£ 87.70	£ 14.62
02.11.17	Rainford Heritage Society	Donation	£ 100.00	
02.11.17	St Helens Council	Salaries/NI/Pension/Fees	£ 5,871.30	
06.11.17	Barclays Bank	Bank Charges	£ 98.26	
06.11.17	Richard Grice	Grass Cutting	£ 20.00	
06.11.17	Deborah Frackleton	Bunting	£ 50.00	
06.11.17	Avalan	Window Cleaning	£ 100.00	
10.11.17	Barclaycard	Merchant Services	£ 44.03	£ 5.16
13.11.17	Opus Energy	Electricity	£ 273.86	£ 45.64
14.11.17	Wendys Flowers	Anniversary Flowers	£ 20.00	£ 3.33
13.11.17	Transfer to Community Account	pdq payments for Event Tickets	£ 220.00	
13.11.17	Transfer to Community Account	pdq payments for Event Tickets	£ 90.00	
14.11.17	Edmundsons Electrical Ltd	Light bulbs	£ 82.96	£ 13.83
14.11.17	Midshire	Printing/Copying	£ 112.24	£ 18.71
14.11.17	Richard Grice	Hedge Trimming	£ 150.00	
14.11.17	George Wright Brewing Company	Bar Stock	£ 251.28	
14.11.17	Booker	Bar Stock/Bar Expenses/ Refreshments/Cleaning Materials	£ 187.84	£ 9.01
14.11.17	Booker	Bar Stock/Bar Expenses/Paper towels	£ 493.78	£ 7.99
15.11.17	Virgin Media	Broadband set up	£ 180.00	
20.11.17	Greenhope Recycling & Waste Services	Glass recycling	£ 5.40	£ 0.90
21.11.17	Shocksafe	PAT Testing	£ 170.00	
22.11.17	Ale & Beer Supplies Ltd	Bar Stock	£ 363.66	£ 1.48
24.11.17	Clear Business	Telephone & Broadband	£ 84.79	£ 14.13
28.11.17	St Helens Council	Rates	£ 1,142.00	
28.11.17	Rainford Band	Remembrance Sunday	£ 250.00	
28.11.17	Ale & Beer Supplies Ltd	Bar Stock	£ 305.11	
28.11.17	Ale & Beer Supplies Ltd	Bar Stock	£ 306.12	
28.11.17	The Cleaning King	Steam clean in kitchen/Toilet floors	£ 310.00	
29.11.17	Ravenhead Services	Laundry/Hire of Tablecloths	£ 30.00	£ 5.00
	Ravenhead Services	Laundry/Hire of Tablecloths	£ 102.00	£ 17.00
29.11.17	Booker	Bar stock/Bar snacks/S137/Bar Sundries/Community Cinema/Chargeable Function extras/Mop & Bucket/Paper Towels	£ 724.43	£ 25.59
			£ 12,665.10	£ 182.39

INCOME	
Bank Loyalty Award	£ 14.74
Bar Sales	£ 2,679.95
Community Cinema	£ 1,482.42
Invoices	£ 6,399.00
Other	
Transfers from HI Account	£ 3,500.00
For transfer to Community Account	£ 100.00
VAT Refunds	£ 954.83
Total	£ 15,130.94
CURRENT ACCOUNT	
As at 30.11.17	Bank
Balance Brought Forward	£ 4,316.78
Total Income	£ 11,630.94
Expenses	-£ 12,355.10
Transfers in	£ 3,500.00
Transfers Out	-£ 310.00
Closing Balance	£ 6,782.62
Bank Balances @ 30.11.17	
Current	£ 6,782.62
High Interest	£ 51,029.30
	£ 57,811.92
Debtors @ 31.07.17	£ 10,342.54
Bank Balances + Debtors	£ 68,154.46

APPENDIX 3

**MINUTES OF A MEETING OF THE FINANCE, PLANNING AND ADMINISTRATION COMMITTEE
OF RAINFORD PARISH COUNCIL HELD ON
WEDNESDAY 22 NOVEMBER 2017 at 6.30pm IN THE COUNCIL CHAMBER AT RAINFORD VILLAGE HALL**

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

IN ATTENDANCE: Sally Powell – Clerk

ABSENT: None

5. APOLOGIES: J Collins (Away), D Grice (Ill)

6. PLANS:

- i. 4 sets of plans (see Appendix 1 for details) were considered.
There were no objections to any of the applications.
- ii. A pre-planning application had been submitted and the applicants had been informed that a similar planning application would be rejected as the extension of the Camping Site at Bridge Farm would be on greenbelt land. The meeting was informed that the owner of Bridge Farm would be attending the meeting on 27.11.17 to address the Parish Council.
- iii. A short discussion took place regarding the email from Mark Fisher, Principal Solicitor for St Helens Council. The Clerk was asked to draft a letter of response for discussion at the Full Council Meeting on 27.11.17.

3. INCOME & EXPENDITURE:

See Appendix 2 for Income & Expenditure figures for October 2017.

- ii. Councillor Brown requested that in future the Income and Expenditure details are in larger print.
- iii. Councillor P Jones asked what the payment to Stacey Bilous was for. The Clerk informed the meeting that she had stepped in at very short notice to work a Bar shift.
- iv. There was a discussion regarding the wooden steps that had been made at the request of the Chairman of the Parish Council. It was agreed that disabled access to the Village Hall should be an agenda item for the January 2018 meeting.

4. DEBIT CARD

The Chairman suggested that the Administration Assistant is put on to the Bank Mandate so that she could be issued with a debit card.

5. RAINFORD CE PRIMARY SCHOOL PATROL CROSSING

Councillor Aspinall stated that he no longer needed to declare an interest as he has ceased to be a governor at Rainford CE Primary.

A discussion regarding the axing by St Helens Council of the School Patrol crossing on Cross Pit Lane took place. The Headteacher and Chair of Governors will be attending the Full Council meeting on 27.11.17. The Chairman advised that it would be important to hear the views of the Headteacher before any decision was made by the Parish Council.

6. SOUND SYSTEM IN THE MAIN HALL

The meeting was informed that Kevin Tinney would be attending the Full Council Meeting on 27.11.17 to suggest ways in which the sound system in the Main Hall could be improved and upgraded. It was noted that this has been an on-going issue and that the sound had not been good at a recent event.

7. DECORATION OF RECEPTION ROOM

There was no further information regarding this project.

8. ANY OTHER BUSINESS

None

There being no other business, the meeting closed at 7.03pm.

Councillor Peter Jones
Chairman 2017/18

APPENDIX 1

Item 2i PLANS

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 Bllous	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	Dally Popplns	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				