



Date: 06.11.2020

**You are summoned to attend a virtual meeting of the
FINANCE, PLANNING & ADMINISTRATION COMMITTEE
OF RAINFORD PARISH COUNCIL
via Zoom on Wednesday 11 November 2020 at 6.30pm**

The Press & Public are invited to attend

AGENDA

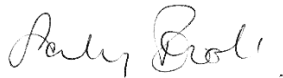
- 1. Apologies**
- 2. Approval of the minutes of the meeting of the Finance, Planning and Administration Committee held on 14.10.2020**
See separate document
- 3. Plans**
P/2020/0774/HHFP Demolition of existing single storey side extension with the erection of a single storey side and part rear extension 2 Helen Bank Drive
P/2020/0778/HHFP Two-storey side and rear extension along with 2no dormers to side elevation 55 Cross Pit Lane
- 4. Clerk's Update Report**
See Attached sheet
- 5. Income and Expenditure for October 2020**
See Attached sheet for full details
Receipts for October 2020: £9654
Payments for October 2020: £13305
Amount invoiced in October 2020: £2220
Bank Balances as at 31.10.2020: Current A/C £5261 Business A/C £52120
Payments include staff costs for September 2020
- 6. Revised Cashflow Document 2020/21**
See Attached sheet
- 7. Revised Budget for 2020/21 and Budget 2021/22**
See Attached sheet
- 8. Income/Expenditure & Contingency plans**

9. Site for the Rainford Table Tennis Club clubhouse

10. The Surveyor's Report

At the time of circulating the agenda, the requested summary and priority list had not been received

11. Other Urgent Matters



Sally Powell

Clerk & RFO to Rainford Parish Council

Item 4 CLERK'S REPORT FOR FPA ON 11.11.2020

1. Statements from the Government regarding COVID-19 continue to be monitored on a daily basis for relevance to the Parish Council and the Village Hall and the local COVID-19 case figures will be circulated as soon as they are available.
2. Due to further government COVID-19 restrictions, all classes have been cancelled until 02.12.2020 at the earliest. Hall users have been informed.
3. The extension of the furlough scheme means that the caretakers and the Event Co-ordinator can be flexibly furloughed from 01.11.2020. The scheme will run until 31.03.2020.
4. The Clerk's office has acted as the Booking Office for the Remembrance Day Zoom service. The Chairman has been filmed laying wreaths at the Church War memorial and the War memorial outside the Village Hall. Residents have been encouraged via social media to display poppies.
5. A payment was made to the PWLB on 02.11.2020.
6. The bar is currently closed for an undetermined length of time due to the COVID-19 restrictions which came into force on 05.11.2020.
7. At the time of preparing the agenda no further information regarding the refusal of the rate rebate was available. However ongoing discussions with officers from St Helens Council have been taking place.
8. The cashflow document has been updated.
9. An application for a grant from the Liverpool City Region has been made. The criteria were changed once the England coronavirus lockdown was enforced from 05.11.2020. If successful, the Parish Council would receive £5000
10. The LALC AGM will take place on 14.11.2020. The following Councillors will be representing Rainford Parish Council: Bardsley, Brown, Monk, Sterry
11. There has been an on-going correspondence with the managing agents regarding the rubbish and fly-tipping behind the shops on Ormskirk Road. Some of the items have been removed, but the area has not yet been cleared as requested.

Item 5 Income & Expenditure for September 2020:

RAINFORD PARISH COUNCIL OCTOBER 2020 RECEIPTS

Code	Date	Description	Supplier	Net	VAT	Total
Main Hall Hire	06/10/2020	Blood Donor Session	NHS Blood & Transplant	160.00	0.00	160.00
Bar Takings - C:	07/10/2020	Bar Takings	Rainford Parish Council	493.20	0.00	493.20
Bar Takings - C:	07/10/2020	Bar Takings	Rainford Parish Council	19.10	0.00	19.10
VAT Refund	07/10/2020	VAT Refund	HMRC	0.00	347.28	347.28
Salaries	07/10/2020	HMRC JRS Grant	HMRC	997.67	0.00	997.67
Salaries	07/10/2020	HMRC JRS Grant	HMRC	4,223.24	0.00	4,223.24
Rent	09/10/2020	Office Rental	Anna Middlehurst, ACM Aesth	375.00	0.00	375.00
Bar Takings - C:	14/10/2020	Bar Takings	Rainford Parish Council	158.60	0.00	158.60
Bar Takings - C:	14/10/2020	Bar Takings	Rainford Parish Council	136.50	0.00	136.50
Donations	19/10/2020	Donation	RSCSC	1,000.00	0.00	1,000.00
Main Hall Hire	22/10/2020	Rehearsal	Rainford Band	195.00	0.00	195.00
Rent	23/10/2020	Office Rental	Neil Smith, Tech Guvs 360 Ltd	400.00	0.00	400.00
Main Hall Hire	26/10/2020	Class	Catherine Unsworth, Moo Mu	60.00	0.00	60.00
Rent	26/10/2020	Office Rental	Merseyside Police	500.00	0.00	500.00
Rent	27/10/2020	Office Rental	Olivia Corless, Bespoke Beaut	520.00	0.00	520.00
Main Hall Hire	28/10/2020	Class	Julie Scott, Pilates Class	68.00	0.00	68.00
Total				9,306.31	347.28	9,653.59

RAINFORD PARISH COUNCIL OCTOBER 2020 PAYMENTS

Description	Date	Supplier	Net	VAT	Total
Ground Maintenance	01/10/2020	Paul Hutton	30.00	0.00	30.00
Salaries	01/10/2020	St Helens Council	6,336.45	0.00	6,336.45
Pensions	01/10/2020	St Helens Council	1,114.04	0.00	1,114.04
NI	01/10/2020	St Helens Council	352.03	0.00	352.03
Payroll, St Helens Council	01/10/2020	St Helens Council	40.00	0.00	40.00
Bank charges	05/10/2020	Barclays Bank	6.50	0.00	6.50
Card Machine	12/10/2020	Evo	11.75	0.00	11.75
VH Gas	19/10/2020	British Gas	42.71	2.14	44.85
PC Gas	19/10/2020	British Gas	34.94	1.74	36.68
Subscriptions	20/10/2020	HM Land Registry	3.00	0.00	3.00
Crossing Patrol Officer	20/10/2020	St Helens Council	2,098.00	0.00	2,098.00
Main Hall with Bar Facility	20/10/2020	Julie Eddleston	40.00	0.00	40.00
Chairman's Fund	20/10/2020	Ann Roberts	150.00	0.00	150.00
Beer	20/10/2020	Ale & Beer Supplie	169.55	0.00	169.55
Wine	20/10/2020	Ale & Beer Supplie	149.41	0.00	149.41
Spirits	20/10/2020	Ale & Beer Supplie	47.90	0.00	47.90
Soft drinks	20/10/2020	Ale & Beer Supplie	59.48	0.00	59.48
VH Broadband/Mobile	20/10/2020	Virgin Media Busi	28.83	5.77	34.60
PC Broadband/Mobile	20/10/2020	Virgin Media Busi	23.58	4.71	28.29
VH General Maintenance	20/10/2020	Ale & Beer Supplie	49.88	10.00	59.88
VH General Maintenance	20/10/2020	Waterplus	0.00	0.00	0.00
VH General Maintenance	20/10/2020	Golden Hygiene	54.45	10.89	65.34
PC General Maintenance	20/10/2020	Golden Hygiene	44.55	8.91	53.46
VH General Maintenance	20/10/2020	B & M Waste Servi	63.32	12.66	75.98
PC General Maintenance	20/10/2020	B & M Waste Servi	51.80	10.36	62.16
VH General Maintenance	20/10/2020	Avalan Cleaning S	55.00	11.00	66.00
PC General Maintenance	20/10/2020	Avalan Cleaning S	45.00	9.00	54.00
VH Water	20/10/2020	Waterplus	202.88	0.00	202.88
PC Water	20/10/2020	Waterplus	166.00	0.00	166.00
Card Machine	22/10/2020	Merchant Rentals	21.99	4.40	26.39
VH Telephone	23/10/2020	Clear Business	29.37	5.88	35.25
PC Telephone	23/10/2020	Clear Business	24.02	4.80	28.82
VH Electricity	26/10/2020	British Gas	198.42	39.68	238.10
PC Electricity	26/10/2020	British Gas	162.34	32.46	194.80
VH Rates	28/10/2020	St Helens Council	672.65	0.00	672.65
PC Rates	28/10/2020	St Helens Council	550.35	0.00	550.35
Total			13,130.19	174.40	13,304.59

Item 7 Revised Budget 2020.21

Nov-20	INCOME			EXPENDITURE		
BUDGET SUMMARY 2020.21	Budget 19.20	Original Budget 20.21	Revised Budget 20.21	Budget 19.20	Original Budget 20.21	Revised Budget 20.21
Bar	62039	76646	7070	23458	24500	7073
Communications	100	0	0	4371	4860	3874
Earmarked/Reserves		0	540	20600	9000	11003
Events	17237	21000	5288	12239	10600	2872
Fees	70	220	73	5279	5610	7131
Pavilion		0	0	250	250	334
Precept	76024	76024	76128	0	0	0
PWLB		0	14975	930	3000	2878
S137		0	0	2000	7000	1975
Staff Costs		0	17090	94039	110160	69540
Utilities		0	0	11500	10770	9860
Village Hall	50600	55640	23707	31404	43780	23758
VAT Refund			7964			0
TOTAL	206070	229530	152835	206070	229530	140298
					Reserves	12537
						152835

Nov-20	INCOME			EXPENDITURE		
BUDGET 2020.21 DETAIL	Budget 19.20	Budget 20.21	Revised Budget 20.21	Budget 19.20	Budget 20.21	Revised Budget 20.21
Bar						
Drinks Packages			530			250
Expenses						198
Takings - Card			6540			
Takings - Cash						
Beer						2666
Bottled Beer						315
Wine						1520
Sparkling Wine						102
Soft Drinks						578
Snacks						25
Cider						888
Bottled Cider						65
Spirits						466
Sub-Total	62039	76646	7070	23458	24500	7073

Communications							
IT support							46
Newsletter/Publicity							220
PC Broadband/Mobile							355
PC Telephone							355
Printing							1422
Stationery							244
VH Broadband/Mobile							452
VH Telephone							420
Website							360
Sub-Total	100	0	0	4371	4860		3874
Earmarked/Reserves							
Bar refurbishment							1584
Chairman's Fund			540				72
Election Expenses							
Projects/Reserves							7249
Reserves							12537
School Crossing Patrol							2098
Sub-Total			540	20600	9000		23540
Events							
Art Exhibition							
Beer Festival			2000				749
Chairman's Evening							
Christmas Fayre			1380				1433
Christmas Parties							
Civic Events			1350				
Community Cinema			100				
Function Extras			458				690
Sub-Total	17237	21000	5288	12239	10600		2872
Fees							
Accounting Software							462
Audit							1036
Bank charges			43				122
Bar Licence							180
Card Machine							450
Insurance							1576
Interest			30				
Intruder Alarm System							1122
Music Licence							735
Payroll St Helens Council							250
Subscriptions							1198
Sub-Total	70	220	73	5279	5610		7131
Pavilion							

Pavilion						
Other						100
Utilities						234
Sub-Total			0	250	250	334
Precept	76024	76024	76128			
PWLB			14975	930	3000	2878
S137						
Donation						1535
Flowers						240
Other						100
Refreshments						100
Sub-Total			0	2000	7000	1975
Staff Costs						
NI						3500
Pensions						11710
Salaries			17090			54035
Training						295
Sub-Total			17090	94039	110160	69540
Utilities						
PC Electricity						1600
PC Gas						2300
PC Water						525
VH Electricity						1800
VH Gas						2935
VH Water						700
Sub-Total			0	11500	10770	9860
Village Hall						
Bar Area Hire			80			
Chamber Hire						
Donations						
Ground Maintenance						1002
Kitchen Hire			111			
Main Hall Hire			3941			
Main Hall with Bar Hire			1165			195
PC Maintenance						3634
PC Rates						5501
PC Rent						861
PC Repairs & Renewals						1252
Reception Room Hire			235			
VH Maintenance						1779
VH Rates						6724
VH Rent			17180			1073
VH Repairs & Renewals						1237
Wedding Party						
Wedding Reception			995			500
Sub-Total	50600	55640	23707	31404	43780	23758
VAT Refund			7964			
TOTAL	206070	229530	152835	206070	229530	152835

