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**Minutes of a virtual meeting of the**

**FINANCE, PLANNING & ADMINISTRATION COMMITTEE**

**OF RAINFORD PARISH COUNCIL**

**via Zoom on Wednesday 13 January 2021 at 6.30pm**

**Present: Councillors: Bardsley, Jones (Chairman), Long, Monk, Sterry**

**In Attendance: Sally Powell (Clerk)**

1. **Apologies:**

None.

1. **Approval of the minutes of the meeting of the Finance, Planning and Administration Committee held on 02.12.2020:**

The minutes of the meeting held on 14.10.2020 were agreed as a true and accurate record, proposed by Councillor Long, seconded by Councillor Sterry and carried unanimously.

1. **Plans:**

*P/2020/0897/HHFP Single storey rear extension*

 *53 Pilkington Street, Rainford*

There were no objections to this application

*P/2020/0908/HHFP Conversion of existing outbuilding to annexe with external alterations*

*6 Cross Pit Lane, Rainford*

There were no objections to this application

*P/2020/0910/HHFP Extension to existing garage*

*Shaley Brow Barn, Crank Road, Crank*

There were no objections to this application

*P/2020/0927/HHFP Pitch tiled roof over existing front porch and single storey side extension*

*5 Fern Bank, Rainford*

There were no objections to this application

*P/2021/0022/HHFP Alterations to the existing roof with the installation of 2no dormer*

 *windows along with conversion of existing garage to habitable room*

 *Wayside, Randle Avenue, Rainford*

There were no objections to this application

*P/2021/0033/HHFP Two storey side extension and dormer to rear*

 *82 St Helens Road, Rainford*

There were no objections to this application

**Action: The Clerk**

**4. Clerk’s Update Report:**

The following report was circulated with the agenda:

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. From 06.01.2021 the Liverpool City region is in Tier 5 national lockdown. This means that the Village Hall will once again be closed to visitors. 2 of the businesses are required to close for the duration of the lockdown. The Caretakers and the Event Co-ordinator remain flexibly furloughed. The Volunteer scheme has not been re-started, but the situation will be monitored closely and re-assessed regularly. *The Clerk confirmed that there have been 2 phone calls regarding the Volunteer scheme. Both had support bubbles. Neither of them was desperate for assistance. The pharmacy had not been in touch either regarding delivery prescriptions. It was agreed the situation should continue to be monitored.*

**Action: The Clerk**

1. 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.
2. The cashflow document has been updated.
3. An application for a grant from the Liverpool City Region was successful. £6800 has been received.
4. £2000 has been received as a local restrictions support grant. *The Chairman informed the meeting that an additional £3000 would be received on 15.01.2021 for 6 weeks grant.*
5. Other grants applied for are pending.
6. The Council Tax Base for 2021/22 has been set at 2886 (Band D equivalent) which is 42 less than the current financial year. The reason for the difference is additional discounts and resident’s inability to pay due to the pandemic. Consequently, the precept will be £1092 less than anticipated. The budget has been adjusted accordingly.
7. The dates that the precept will be received are:

50% on 15.04.2021 and 50% on 17.06.2021

1. The application for a marquee in the Beer Garden at the Golden Lion will be considered by the planning committee of St Helens Council at the February 2021 meeting. *The Chairman informed the meeting that the planning officer has until 22.01.2021 to make their decision and it will then go to the planning committee of St Helens Council in February 2021. The Clerk was asked to establish what the situation was with regard to attending the planning meeting.*

**Action: The Clerk**

1. The shoes being stored for St Helens Rotary have been collected for distribution. Rainford was the largest collection in the North West, with over 1000 pairs of shoes being donated.
2. Mass vaccination clinics opened in St Helens on 16.12.2020 and Rainford residents have begun to receive the COVID-19 vaccine.
3. The change of use application for the house on Pilkington Street is still being considered. *Information from My3 has been received and approval was given for this to be put on the Parish Council Facebook page*

**Action: The Clerk**

1. NHS Blood & Transplant used the Village Hall for a Blood donor session on 29.12.2020.

**5. Income and Expenditure for December 2020:**

*See Appendix 1 for details*

 The Clerk confirmed that the expenditure did not include salaries for December 2020. The details for payment had been requested from St Helens Council.

 The Chairman initiated a discussion regarding the number of bank accounts that the Parish Council has, as they all accrue bank charges. It was agreed that the Christmas Fayre account should remain separate from the other accounts, but that the Chairman’s fund could be separated out within the accounts.

***RESOLVED: Councillor Jones proposed that the Chairman’s Fund Bank account is closed and that the money is transferred to the Business Savings Account. This was seconded by Councillor Sterry and carried unanimously***

 **Action: The Clerk**

**6. Revised Cashflow Document and Budget for 2020/21:**

*See Appendix 2 for details*

The Chairman took the meeting through the document and confirmed that the figures up to the end of December 2020 were actuals. The Clerk confirmed that no further furlough money had been received, but this has been chased with the payroll officers at St Helens Council. The Chairman requested that the situation is closely monitored.

 **Action: The Clerk**

 **7. Council Tax Base and updated Budget for 2021/2022:**

*See Appendix 3 for the summary of the updated budget*

The Council Tax Base for 2021/22 has been set at 2886 (Band D Equivalent). Therefore, the precept will be £1092 less than indicated on the budget. The budget has been amended to take account of the difference. Following a discussion, the Clerk was asked to separate out the PWLB payments from the Bar and amend the dates on the summary.

Councillor Monk requested an update on the School Crossing Patrol. The Clerk confirmed that £2098 has been paid in this financial year and that the next amount of £2231 (for the school year 2020/21) would not be due until the next financial year. Councillor Long informed the meeting that SCP officer was still was still working.

The Chairman reminded the meeting that the Parish Council still owed Rainford in Bloom funds for a planter for the centre of the Village. It was agreed that this would be paid in April 2021.

Councillor Long informed the meeting that there was water running down the wall in one of the first-floor offices. The Clerk was not aware of the problem, but will get the roofer out to assess the situation.

The Chairman asked for an update regarding the work in the Clerk’s office. The Clerk confirmed that a date had not yet been agreed.

**Action: The Clerk**

**8. Upgrade to Netwise V2:**

Following a discussion, it was agreed that the Parish Council’s website should be upgraded. Councillor Monk requested that the .gov.uk email addresses were implemented.

***RESOLVED: Councillor Jones proposed that the Parish Council’s website is upgraded to the Netwise V2 version, at a cost of £199. This was seconded by Councillor Long and carried unanimously***

**Action: The Clerk**

**9.****Replacement light fittings for the flood lights:**

There was a discussion regarding the current lamps. It was agreed that the lights should be replaced, but that the work should be scheduled for April 2021.

**Action: The Clerk**

**10. Other Urgent Matters:**

1. Councillor Jones asked if there was any further bar stock that needed to be disposed of. The Clerk will check with the Event Co-ordinator.

**Action: The Clerk**

There being no other business, the meeting closed at 6.36pm

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**Councillor Peter Jones**

**Chairman, Finance, Planning & Administration Committee**

**Rainford Parish Council 2020/21**

**APPENDIX 1**

**Item 5 INCOME & EXPENDITURE FOR DECEMBER 2020**





**APPENDIX 2**

**Item 6 Revised Cashflow document**



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**APPENDIX 3**

**Item 7 Revised Budget 2021/22 (Summary)**

