



**Minutes of a meeting of
RAINFORD PARISH COUNCIL**
on 26 May 2021 commencing at 7pm in the Main Hall at Rainford Village Hall

Present: Councillors: Bardsley, Collins, Dodson, Grice, Jones, Lamb, Lee, Long (Chairman), Monk, Newton, Reynolds, Wesley

Absent: Councillor Travis

In Attendance: Sally Powell (Clerk)
Victoria Swainbank (Event Co-ordinator)
2 residents

1. Apologies for Absence:

Councillor Brown (Away), Councillor Sterry (Unwell)

The Chairman reminded Councillors that they are obliged to give a valid reason for not attending meetings.

2. Declaration of Acceptance of Office, of Interest, and Updating of the Register:

None.

3. Formal announcements from the Chairman:

The Chairman welcomed everyone to the meeting and stated that he was honoured to take on the role of Chairman of the Parish Council for 2021/2022 and that he would do his utmost to run the Council smoothly. Councillor Long announced that his charity for the year would be The Heritage Society and requested help in raising funds throughout the year.

4. To hear and respond to any questions/deputations by members of the public:

None.

5. To approve as a correct record the minutes of the Rainford Parish Council meeting held on Monday 26 April 2021:

RESOLVED: *The minutes of the meeting held on 26.04.2021 were proposed as a true and accurate record by Councillor Wesley. This was seconded by Councillor Dodson and carried unanimously*

6. Receipts and Payments for April 2021:

Income (without precept) for April 2021 £4,267.33

Expenditure for April 2021 £16066.86

Amount invoiced in April 2021 £ 3565.00

Bank Balances @ 30.04.2021: Current A/C £ 1,851.19 Business A/C £ 75,749.48

Expenditure includes salaries for April 2021

Business Account balance includes 50% payment of the precept £37,518.00 and £10,000 transfer to the current account

Full details of the accounts can be found in the draft minutes for the FPA committee meeting held on 12.05.2021

RESOLVED: *Councillor Jones proposed the figures for April 2021 were accepted. This was seconded by Councillor Bardsley and carried unanimously*

7. Clerk's Report:

Additions are in italics

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. The Event Co-ordinator and Caretakers resumed full duties on 01.05.2021.
3. The Event Co-ordinator and the Clerk met with the Caretakers to go through their duties and discuss minor maintenance works required on the Village Hall. New timesheets have been introduced.
4. The Clerk and Event Co-ordinator have both had annual appraisals.
5. The .gov.uk email addresses are now in use by most Councillors. Councillors are requested to set these up as a matter of urgency if they have not yet done so. *It is no longer possible for the office staff to use the .com email addresses*
6. A tutorial on re-opening Village Halls and how to increase business has been attended.
7. A company has been retained to undertake the ground maintenance at the Village Hall.
8. From 07.05.2021 all statutory Parish Council meetings will have to take place in person. Informal and working party meetings can still take place via Zoom.
9. The internal auditor attended on 07.05.2021. One further visit will be required before the End of Year figures can be approved
10. There have been problems with the roof in the bar area and Main Hall *Contractors have visited the hall*
11. There have been problems with the lighting in the kitchen *An Electrician has attended*
12. Merseyrail have been contacted about moving the bus stop after further complaints from residents
13. Planters for the centre of the Village have been purchased for Rainford in Bloom and are now in place. (This was agreed last year)
14. Civic Sunday will take place on 06.06.2021, but the service will be via Zoom. The link will be sent to all Councillors when it has been received from Rev. Janet
15. The memorial bench for Mike Olley will be inaugurated in June or July depending on attendee's availability
16. To date only 2 Councillors have returned a Councillor profile for the Parish Council website. Please make this a priority as it is important that the website is kept up to date
17. Following several complaints from residents about overflowing dog bins, St Helens Council was contacted. There had been an issue with emptying the bins, which is usually done on a weekly basis.
18. A new company had been engaged for the cleaning at the Village Hall, but unfortunately, they withdrew the day they were meant to commence. Other enquiries have been made. *Arrangements with a different company have now been made and the service will commence in the near future.*
19. Arrangements had been made to help Rainford in Bloom with 'Tidy up Thursday' on 20.05.2021 as St Helens Council would be filming parts of the event. 2 Councillors volunteered. Unfortunately, the event was postponed due to the adverse weather forecast.
20. The Village Hall re-opened for some classes on 17.05.2021 with the appropriate COVID-19 restrictions in place. The bar will re-open on 21.05.2021 with a free quiz evening.
21. *Youths had been using the boiler cellar smoking and eating in there with outdoor chairs stolen from the Derby Arms. Nothing was detected on the CCTV. The Police had attended and the door has been temporarily boarded up and will be replaced as soon as possible. Additionally, one of the CCTV cameras has been moved so that it will pick up activity outside the kitchen, store and steps to the cellar.*

22. *The classes that have started in the hall are going well. The bar had been opened for the first quiz on 21.05.2021 which was very well received. The Event Co-ordinator explained that although the revenue was not high, the sessions were being used to train new bar staff. The Clerk thanked Councillor Reynolds for setting and delivering the quiz.*

The Clerk highlighted items 2, 5, 10, 16, 17, 19

8. Committee Reports:

➤ **Borough Council:**

Councillor Reynolds informed the meeting of the following:

- The elections had taken place on 06.05.2021. St Helens Council has 48 members: 34 Labour, 4 Green, 4 Liberal Democrat, 3 Conservative & 4 Independent
- Councillor David Baines remains leader of the Council
- The new mayor for 2021/22 is Councillor Sue Murphy
- The Glass Futures programme has recently gained planning permission

The Chairman enquired about arrangements for future Borough Council reports. The Clerk informed the meeting that Councillor Monk had requested these from the remaining Borough Councillors and Councillor Allan Jones had given assurance that the reports would be provided.

➤ **Community Liaison Committee:**

The draft minutes of the meeting held on 11.05.2021 were circulated with the agenda

Councillor Lamb informed the meeting that he had been unable to attend the last committee meeting due to illness, and Councillor Wesley had chaired the meeting. Councillor Lamb highlighted items that had been discussed and Councillors Grice, Reynolds and Wesley gave additional details. There was a short discussion about the merit of Book Exchange Boxes and the possibility of the Parish Council providing allotments. Councillor Lamb informed the meeting that sustainability would be an on-going agenda item.

Action: The Clerk

➤ **Finance, Planning & Administration Committee: Councillor Jones**

The draft minutes of the meeting held on 12.05.2021 were circulated with the agenda

Councillor Jones informed the meeting of the following:

- He congratulated Councillors Long and Bardsley on their election to office
- 10 sets of plans had been considered since the last meeting and there had been no objections
- The planters for the centre of the Village had been delivered and paid for via Rainford in Bloom
- The Year End figures for 2020/2021 would be presented at the next FPA committee and Full Council meetings (June 2021)
- Specialist advice was being sought about the Parish Council's position regarding VAT
- Bar prices had been amended, but remained very competitive
- Several requests for funding had been received over the last month. The committee had not considered it appropriate to comply with the requests at the current time, but they may be revisited later in the financial year. There was a short discussion regarding litter bins in the centre of the Village.
- An adjustment will be made in the gent's toilets to prevent the urinals flushing unnecessarily
- As the bookings for the hall are increasing, there is a need for a Bar Supervisor. A job description has been created and the post would be for 20 hours per week. This will be advertised shortly if approved.

RESOLVED: *Councillor Jones proposed that the post of Bar Supervisor is created for 20 hours per week and that the job is advertised immediately. This was seconded by Councillor Reynolds and carried unanimously*

See Appendix 1 for the Job Description

Action: The Clerk/Event Co-ordinator

- **Health & Safety Committee:**
Councillor Reynolds informed the meeting that the committee had not met since the last meeting. However, the measures that had been put in place before lockdown for checking Health & Safety in the Village Hall would commence shortly.
- 9. **Queen's Award for Volunteers:**
The Chairman encouraged Councillors to get local organisations to apply.

There being no other business, the meeting closed at 7.28pm

Councillor John Long
Chairman, Rainford Parish Council 2021/22