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**You are summoned to attend a meeting of the**

**FINANCE, PLANNING & ADMINISTRATION COMMITTEE**

**OF RAINFORD PARISH COUNCIL**

**in the Council Chamber at Rainford Village Hall**

**Wednesday 08 December 2021 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 10.11.21**

*See separate document*

1. **Plans**

*P/2021/0993/HHFP Installation of 3no dormer windows to the front elevation, 1no dormer window to the rear elevation and pitched roof over existing garage at the side*

*26 Cross Pit Lane, Rainford*

**4. Clerk’s Update Report**

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.
2. The work on the rear chimney has been completed.
3. The scaffolding is being erected across the front of the Village Hall and in the first instance, any delaminating stone work will be made safe. A report will then be submitted to the Parish Council detailing other repair work required visible from the scaffolding, so the Council can decide at that time which works to commission.
4. The Head of the Estates Department at St Helens Council has been contacted on 22.06.201, 30.06.2021, 16.07.2021, 29.07.2021, 06.08.2021, 01.09.2021 and 05.10.2021 in an attempt to start a dialogue with St Helens Council about the Village Hall and arrange a meeting with members of the FPA committee. Additionally, to ask permission to replace the windows in the Clerk’s office. An auto reply stated she is on leave until 08.10.2021. An additional request was sent through the contact centre on 19.10.2021. As a reply had not been received, a request for a timescale in which I reply could be expected was submitted through the contact centre on 04.11.2021 and an acknowledgement was received on 05.11.2021. An email was received from Sean Traynor, Director of Strategic Growth at St Helens Council, stating that I would be contacted by the Assistant Director of Property and Economy to discuss the lease. I contacted Sean Traynor on 06.12.2021 asking for a time frame, as no further contact had been made.
5. Despite numerous requests, the payroll information for August, September, October and November has not yet been received. I am now in (slow) dialogue with a member of the payroll team I have been informed that the information requested should be provided early in the week commencing 08/11/2021. I have now received notification of the payments required for June & July and will be paid in December.
6. The Christmas Fayre had to be held in the Village Hall due to adverse weather, but it was a great success.
7. Bookings continue to come in regularly.
8. The new range of low and non-alcoholic drinks are selling well.
9. The Government has announced £710m funding for ‘Active Travel’. It is hoped that funding for ‘Red Rose Way’ may be obtained through this. The scheme has been sent to St Helens Council and to LCR Active Travel. Councillor Allan Jones has been asked for assistance with this as he sits on the travel group and a response has been difficult to obtain. No further information is available yet.
10. A resident reported a problem with the drain on the driveway of the Village Hall. Following a discussion with officers at St Helens Council, a firm was called out to investigate at the Parish Council’s expense. The drain was cleared and the Environmental Health department was informed.
11. The research being carried out regarding grants for installing on-street residential car charging points is on-going.
12. The company that would like to hire storage space and use the Village Hall as a postal address has been contacted.
13. Quiz nights continue to be well supported. The special Christmas Quiz on 03.12.2021 was successful.
14. The electricity meter is being upgraded to a smart meter in January 2022.
15. The office has been very busy since the last meeting with arrangements for the Christmas Fayre. The organisation of this event had to be given priority due to the time limitation. However, it has meant that other issues have not been dealt with as quickly as they normally would.

**5. Income and Expenditure for November 2021**

*See attached documents for details and the updated cashflow document*

Income for November 2021 £ 14053

Expenditure for November 2021 £ 11987

Amount invoiced in November 2021 £ 9174

Bank Balances cannot be provided as there have been issues with on-line banking.

Expenditure does not include salaries for June, July, August, September, October or November 2021

Provision for this expense £40,000

**6. Village Hall Repairs & Alterations**

*Update*

**7**. **Terms for the new lease**

8. **Summary Draft Budget 2022/23**

*See attached sheet*



**Clerk & RFO to Rainford Parish Council**





