



**Minutes of a meeting of RAINFORD PARISH COUNCIL
on 27 June 2022 commencing at 7pm in the Council Chamber at Rainford Village Hall**

Present: Councillors: Bardsley (Chairman), Dodson, Grice, Griffiths, Lee,
Newton (arrived 7.17pm), Reynolds

Absent: Councillors Denton, Newton

In Attendance: Victoria Swainbank (Event Co-ordinator)

1. Apologies for Absence:

Councillor Lamb (Unwell), Councillor Long (Away), Councillor Sterry (Unwell)

The Chairman reminded Councillor that they are obliged to give an acceptable 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:

- Walking Day had been a great success and the Chairman had enjoyed a good tea in the Church Hall which was some compensation for his aching legs! However, he was disappointed at how few Councillors walked (only 3) and asked all Councillors to put it in their diaries for next year. The date is 17.06.2023. If Councillors are unable to walk, they could at least attend the short Church service.
- The Chairman stated that he had enjoyed delivering flowers to residents for special anniversaries
- Councillor Bardsley also declared his disappointment that no-one except himself and the Clerk had turned up for the working party meeting about the refurbishment of the hall. Councillors stated that they had not received notification of the meeting. The Chairman asked for another meeting to be arranged.

Action: The Clerk

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

Councillor Griffiths informed the meeting that he had been contacted by a resident about a housing development at Maggots Nook. It was thought that the land mentioned remained part of the green belt, and that it was agricultural land. It had been established that the land in question was up for sale. It was suggested that Councillor Griffiths could ask the resident for further information.

5. **To approve as a correct record the minutes of the Rainford Parish Council meeting held on Monday 23 May 2022:**

The Chairman asked for any comments on the minutes.

7.17pm Councillor Newton joined the meeting

RESOLVED: *The minutes of the meeting held on 23.05.2022 were proposed as a true and accurate record by Councillor Reynolds. This was seconded by Councillor Griffiths and carried unanimously*

6. **Receipts and Payments for May 2022:**

See Appendix 1 for the draft FPA minutes for May 2022 for full details

Income £22097

Expenditure £14592

This does not include the payroll payment for May 2022

Bank balances @ 31.05.2022:

Current Account: £15390 Business Account: £47334 Christmas Fayre Account: £2500

No liability for payroll for April 2022 as this has been offset by the furlough money owed. (£12958)

Other liabilities: £2178

Debtors: £1495

The Chairman stated that he would email the Chief Executive of St Helens Council regarding the payroll situation as officers were not responding to the Clerk.

Action: Councillor Bardsley

7. **Clerk's Report:**

The following report was circulated with the agenda. Additions are in italics

1. The survey commissioned by Steve Littler took place on 07.04.2022. The report has not yet been received. Steve Littler has the report and will be reviewing it before sending me a copy by the end of May 2022. It has not yet been received.
2. Payroll documentation for April, May and June 2022 has not been received despite numerous requests. An email has been sent to the Head of Dept. asking when a reply will be received. No response has been sent.
3. The Bar Supervisor's post has now been filled. However, it will not be on the same terms and conditions as previously. *It will be on a zero hours contract as the candidate can only work Fridays and Saturdays. The person does not have a Personal Licence. It was agreed that the Parish Council would pay for this qualification, but the cost would have to be refunded if they left before the end of 12 months. The Event Co-ordinator had been impressed with the way the appointed person dealt with, and spoke to the staff.*
4. Further complaints had been received about the footpath being ploughed up between Old Lane and News Lane. It has been reported to St Helens Council and photos sent of the areas of concern. Councillor Long has also undertaken a site visit.
5. The Internal Auditor visited again on 13.06.2022 and was finally able to sign off the accounts for 2021/22 on 22.06.2022.
6. Bookings continue to be made regularly for the hall for events and functions.
7. Complaints have been received from the teacher and members of a new class as people who use the hall after them had behaved inappropriately by watching the class and bringing equipment into the hall. Assurances have been received that this will not happen again and the first class have been advised to keep the external door shut until the end of the class.

8. The Reception Room has been decorated and the High school have brought equipment which will stay at the hall.
9. The Jubilee Gala Dinner was a very successful evening and the entertainer had been booked for the Christmas parties as he was so popular.
10. A Teams meeting with representatives from Miller Homes had been arranged for Parish Councillors on 06.06.2022. Additionally, a drop-in session for residents will take place on the same day from 1.30pm – 3.30pm. An email had been received from Councillor Hendrick from Rainhill Parish Council asking what is being done to stop the development.
11. St Helens Council has received notification of the Inspector's Final Report on the St Helens Borough Local Plan.
12. The Notice of Making an Order, Order and Plan pertaining to the Rainford Bypass 50mph speed limit. Has been issued. The Traffic Regulation Order is operational from 25.05.2022 however this cannot be enforced until such time that the relevant signing has been installed, which will be undertaken as soon as resources permit.
13. A summer cycle event hosted by the Road Safety Team at St Helens Council will take place outside the Village Hall on 04.08.2022.
14. The Chairman had been invited to open Crank Gala on 02.07.2022
15. Paul Mountford attended a meeting about the Safer Road scheme on 13.06.2022. Councillors Case, Denton & Bardsley attended with the Clerk. *Councillor Lee asked to be informed of any future meetings. Councillor Bardsley informed the meeting that he had been out with the speed detector following the meeting with Paul Mountford. It had been quiet, but one speeding motorist was caught. There was a short discussion about the speed limit on the bypass.*

Action: The Clerk

16. The newsletter for the next edition of Local Life has been submitted.
17. The first meeting of the Rainford Christmas Fayre Working Party has taken place.
18. For the project with Rainford High School, the Clerk, the Event Co-ordinator and the caretakers have undergone advanced DBS checks.
19. The monitors in the Clerk's office have been upgraded.
20. Invitations for the Chairman's evening on 22.07.2022 have been sent out.
21. *No contact had been received from the payroll department*

8. Committee & Working Party Reports:

- **Borough Council:** *No report had been received*
- **Community Liaison Committee:** The Chairman informed members that the CLC had not met since the last full Council meeting. Councillor Reynolds stated:
 - that he had suggested to the Clerk that an Antiques Fayre was organised in the Village Hall
 - the planning application for the Heritage boards is ready for submission
 - the senior citizens advice fair is on track for 15.09.2022.
 - a resident has requested secure cycle parking at Rainford Station. The Friends of Rainford Station have been contacted to request this.
 - Councillor Lee asked if anyone knew who owned the land between the Railway station and the allotments as it needs repairing
 - Councillor Grice gave an update on the Parkinson's support group

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

See Appendix 1 for the draft minutes of the meeting held on 08.06.2022

As Councillor Sterry was unable to attend the meeting, The Chairman informed the meeting of the following:

- Several sets of plans had been submitted. There were no objections
- The Reception Room had been decorated and the project with the High School was going well
- The drop-in session regarding the Miller Homes development had taken place. It had not gone as planned, but the Councillors present ensured that all residents in attendance had an opportunity to put forward any questions they had. Councillor Griffiths asked that the list of questions and the answers be published on social media. There was a discussion about how Councillors could post information on the Parish Council social media pages and a further discussion about the Miller Homes proposed development. It was acknowledged that not all residents would be against the development. If the proposal is passed by St Helens Council it will be important for the Parish Council to work with the developers. In the first instance, the Parish Council will object to the planning application and oppose it as far as possible.
See Appendix 2 for the list of questions asked at the Teams meeting and the answers given. (This document was first circulated to members on 07.06.2022)
- The doors between the Main Hall and the Bar Area will have the glass removed to make a better barrier between the two areas and to ensure they meet current safety standards
- The monitors in the Clerk's office did not have cameras and speakers. This facility is only available on the laptop. New monitors with these facilities have been provided
- No news on the lease

Action: The Clerk

- **Health & Safety Committee:** Councillor Reynolds stated that the committee had not met since the last full Council meeting. However, it would be meeting on the first Friday of the month. There was a discussion about the dates of meetings.

See Appendix 3 for a list of dates for meetings throughout the year

- **Rainford Christmas Fayre Working Party:** A meeting had been held since the last full Council meeting. There will be no road closure to pay for as it had been cancelled last year as the Fayre had to be inside the Village Hall. Only the 10% increase in the charge will have to be paid. There was a short discussion and it was agreed that the bar would not be open on the day of the Christmas Fayre as it had been on Walking Day. There was a further discussion about when and what times the Village Hall bar is open.

- **Rainford Village Hall Working Party:** A meeting needs to be arranged

Action: The Clerk

9. **Annual Governance Statement:**

See Appendix 4 for a copy of the Annual Governance Statement

RESOLVED: *Councillor Bardsley proposed that the members of Rainford Parish Council acknowledged responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements.*

Additionally, that the members of Rainford Parish Council confirm, to the best of their knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2022, that they:

1. *Have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.*
2. *Have maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.*

3. *Took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.*
4. *Provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.*
5. *Carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.*
6. *Maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.*
7. *Took appropriate action on all matters raised in reports from internal and external audit.*
8. *Considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.*

This was seconded by Councillor Reynolds and carried unanimously

10. Annual Accounting Statement:

See Appendix 5 for a copy of the Annual Accounting Statement.

RESOLVED: *Councillor Bardsley proposed the acceptance and approval of the Annual Accounting Statement for the financial year ended 31.03.2022. The accounts have been prepared on an Income & Expenditure basis following the guidance in the Governance and Accountability for Smaller Authorities: A Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.*

This was seconded by Councillor Reynolds and carried unanimously

11. Road Safety in Rainford:

Councillor Bardsley gave an overview of a meeting held with Paul Mountford and stated that he hoped in future volunteers would be able to go out regularly on their own without a police officer. Paul Mountford is hoping to assist with this.

There was a discussion. It was agreed that this should be revisited at a future date when there was more information and definitions of MRSP and SID. Is there any data to show that the devices have any effect on the speed of vehicles?

12. Cycle Shelters:

This item was not addressed.

There being no further business, the meeting closed at 8.33pm

Councillor Stuart Bardsley
Chairman, Rainford Parish Council 2022/23

Appendix 1: Draft FPA Minutes for June 2022



1. Draft FPA Minutes
08.06.2022.docx

Appendix 2: Answers to questions asked at a meeting with Miller Homes 06.06.2022



Answers to Questions
at the Miller Homes M

Appendix 3: Dates of Council meetings 2022/23:



Council Dates .docx

Appendix 4: Annual Governance Statement



AGAR Section 1
Annual Governance St

Appendix 5: Annual Accounting Statement



AGAR Section 2
Accounting Statement