



08.09.2022

**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 on Wednesday 14 September 2022 at 6.30pm**

The press & public are invited to attend

AGENDA

1. Apologies

2. Approval of the minutes of the meeting held on 10 August 2022

3. Plans

The following applications have been approved:

*P/2022/0460/HHFP Single storey front extension along with a first-floor side/rear extension
15 The Avenue, Rainford*

New applications:

*P/2022/0592/HHFP Single storey front extension to enlarge existing porch, revised openings to the front and rear and 2 number access ramps
10 Leyland Road, Rainford*

*P/2022/0593/FUL Change of use from residential dwelling (C3) to Children's home (C2) with demolition of existing garage, partial demolition of porch and the erection of a two-storey side extension, single storey rear extension with associated parking and landscaping works
131 Higher Lane, Rainford*

*P/2022/0540/CLP Certificate of lawfulness for a proposed use of existing outbuilding as an annexe to the main house
Former Watermill Building, Crank Road, Kings Moss*

4. Clerk's Report

1. The survey commissioned by Steve Littler took place on 07.04.2022. The report has not yet been received. I met with Paula Bleslock who is the Interim Senior Surveyor for the Estates Department of St Helens Council on 30.08.2022. She looked around the Village Hall and will be involved in the discussions regarding the lease. A meeting will be arranged for formal discussions shortly. Paula informed me that the EPC for the Village Hall needs to be renewed and she has put an instruction through to the St Helens Council contracted EPC assessor.
2. All payroll payments are currently up to date. Overtime payments have been made as the Bar Supervisor's position has not yet been filled. However, the applicant who could not start until October is still interested. In the meantime, the Event Co-ordinator has been covering

most of the functions.

3. Bookings continue to be made regularly for the hall for events and functions. However, there are very few bookings for November, but a Life celebration and a Wedding Reception have been booked between Christmas and New Year, when the Hall is normally closed.
4. 2 Wedding Receptions have already been booked for 2024. One of the Registrars visited the Village Hall with a member of the licencing team and agreed that a licence to hold marriage ceremonies could be applied for. This is a separate agenda item.
5. The pilot project with Rainford High School using the Reception Room went well and the class has returned.
6. There is no further development on the Miller Homes planning application for the Rookery Lane/Higher Lane site. The consultation period is now closed.
7. The Notice of Making an Order, Order and Plan pertaining to the Rainford Bypass 50mph speed limit. Has been issued. The Traffic Regulation Order was operational from 25.05.2022. The relevant signing has now been installed, so speed enforcement is now possible.
8. The Christmas parties have been marketed and tickets are selling steadily.
9. The Planning Application for the Heritage Boards has been submitted. No further information, currently.
10. A speed indicator sign was put on Higher Lane during August. Paul Mountford has been back to collect the data and will be in touch when it has been processed. PCSO Harrison has been thwarted in undertaking further speed watches with the volunteers as he had been redeployed on other duties.
11. Further Code of Conduct training will take place for Parish Councillors and Clerks on 26.09.2022 at 5.30pm for any Councillors unable to attend the previous sessions.
12. Quotes for loft insulation in the Village Hall and other building upgrades are being sought.
13. The latest Parish Council newsletter has been published in Local Life.
14. The Register of Interests has been updated. Not all Councillors have submitted the form as requested.
15. St. Helens Borough Council has resolved to undertake a Community Governance Review (CGR) of the whole of the borough of St Helens following the Boundary Commission review of warding patterns. Terms of Reference for the Review are now published on the Council's website www.sthelens.gov.uk/elections/cgr. 3 Public meetings will be held before the consultation period to enable residents and other interested parties to attend and ask questions as follows:
19.09.2022 6pm St Helens Town Hall, Victoria Square, St Helens WA10 1HP
20.09.2022 6.30pm Hope Academy, Ashton Road, Newton-le-Willows WA12 0AQ
26.09.2022 6pm Public Hall, 216 Main Street, Billinge WN5 7PE

All Councillors are encouraged to attend one of the meetings.

The Consultation will commence from **Monday 3 October 2022 to Friday 30 December 2022**. Representations will be welcomed from Monday 3 October 2022 by the following methods:

- by email to cgr@sthelens.gov.uk
 - by completing an electronic survey form which will be made available at www.sthelens.gov.uk/elections/cgr or
 - by letter to Electoral Services, St Helens Borough Council, PO Box 512, St Helens WA10 9JX
16. Work has commenced on organising the Christmas Fayre on 03.12.2022. Over 20 stalls have applied for stall space so far.
 17. The Fire extinguishers have been serviced.
 18. Scout Leader Martin Cox has revived the suggestion of putting speed humps on the car park opposite the Village Hall. This was a pre-covid project which the Parish Council had

agreed to contribute to. Borough Councillor John Case is following it up with St Helens Council.

- 19 A planning applicant phoned and emailed the office as they did not consider that the Parish Council's objection to their application valid. They were asked to inform the Clerk where they considered the inaccuracies were, but this has not yet been received. It may have been sent directly to the planning case officer.
20. The bibs and footballs sponsored by the Parish Council for the walking football group have been delivered to the organiser.
21. The artwork for the school banners has gone missing. The manufacturers thought that they had been collected, but this is not the case.
22. Rainford Library will close on 31.10.2022.
23. The pubs in Rainford have been contacted about the KnifeSavers scheme to see if they would be interested.
24. Quotations are being gathered for the various sustainability suggestions and the improvement of the Village Hall

5. Income & Expenditure for August 2022

See separate documents for the Income forecast and details of the receipts and payments for August 2022

Receipts £12,697

Payments £18,434

Bank balances @ 31.08.2022:

Current Account: £7,008 Business Account: £77,237 Christmas Fayre Account: £2,554

Liabilities: £646

Debtors £3,281

6. Village Hall Repairs and Terms for the New Lease

Paula Blellock, Interim Senior Surveyor for the Estates Department at St Helens Council has visited the hall and will be looking at the terms of the new lease. A meeting with members will be arranged soon. A copy of the condition report has not yet been received.

7. Improvement of the offer and the profitability of the Village Hall

For discussion and decision

The Event Co-ordinator and The Clerk met with a registrar and a member of the Licensing team at St Helens Council. They considered that the Village Hall would be a suitable place for marriage ceremonies to be held. An application would have to be made and the hall visited again when it is set out for a wedding to check that all the required protocols can be adhered to. The cost of the Licence would be £1500 for 3 years. Either the Clerk or the Event Co-ordinator would have to be present when a wedding was taking place.

Additionally, quotes have been sought for the various improvements suggested by the Village Hall Working Party. See separate document for the notes of the meeting held on 24.08.2022

8. Requests for funding

For discussion and decision

1. *Additional funding, if required for the Heritage Boards and memorial on the Linear Way*
2. *Knifesavers packs; see email from Councillor Reynolds*
3. *£280 to provide a buffet lunch at the Christmas gathering of the Parkinson's support group*

9. Option to opt out of the SAAA central external auditor appointment arrangements

Under the Local Audit (Smaller Authorities) Regulations 2015, SAAA is responsible for appointing external auditors to all applicable opted-in smaller authorities, for setting the terms of appointment for limited assurance reviews and for managing the contracts with the appointed

audit firms. Smaller authorities are those whose gross annual income or expenditure is less than £6.5 million.

The next 5-year appointing period runs from 2022-23 until 2026-27 and SAAA has undertaken a procurement exercise to appoint auditors to each County area from 1 April 2022. Now that the submission deadline for the 2021-22 Annual Governance and Accountability Returns has passed, there is the option to opt-out of the next round of 5-year audit appointments.

All authorities require an appointed external auditor even if the authority meets the criteria to qualify for exemption, as a Certificate of Exemption is required to be submitted to the external auditor and the auditor must be in place in case of objections from local electors

During the previous 5-year period all smaller authorities were 'opted-in' to the central procurement regime managed by SAAA - no authority decided to 'opt-out' and follow the various complex procedures required under statute to appoint their own external auditor. If the Parish Council wish to continue as part of the SAAA sector led auditor appointment regime then no action is required, and Rainford Parish Council will remain part of central scheme.

However, all authorities must be given the option to opt-out of the central procurement and appointment scheme and appoint their own external auditor for the next 5-year period, although the process is onerous for smaller authorities.

Any authorities who do not wish to be part of the SAAA arrangements must formally notify SAAA that they wish to opt out no later than 28 October 2022; this decision must be communicated to SAAA via e mail to admin@saaa.co.uk.-

Opting-out

Opting out is a significant decision which requires careful consideration; to assist authorities considering opting out further guidance has been developed to clarify what opting out means in practice. This detailed information can be found at www.saaa.co.uk

An authority that wishes to opt out must formally reach and record that decision in a way that meets the requirements of its own governance framework, by convening a full council meeting or an extraordinary council meeting.

Key implications are:

- an opted-out authority regardless of size (including exempt authorities) MUST appoint an appropriate external auditor;
- the appointed auditor must be a registered auditor as defined by the Companies Act and a member of Institute of Chartered Accountants (England and Wales).
- an opted-out authority must convene an appropriate independent auditor panel which meets the requirements of the Local Audit and Accountability Act 2014 (LAAA). Detailed guidance on auditor panels is available in Schedule 4 of the LAAA Act and from CIPFA;
- an opted-out authority will need to develop its own specification for its external audit contract, will need to negotiate the price for this work on an individual basis and will need to manage the contract, including any disputes, and any independence issues that may arise;
- an opted-out authority must ensure full compliance with the relevant requirements of the Local Audit and Accountability Act and supporting Regulations;
- any opted-out authority that does not successfully appoint an appropriate external auditor in the correct manner and notify SAAA who their external auditor is by 30 November 2022 will have an external auditor appointed for it by the Secretary of State through SAAA. This will result in additional costs of £300 which will have to be met by the Parish Council.



Clerk & RFO
Rainford Parish Council