

Burscough Town Council Meeting
To be held on Tuesday 11th May 2021 starting after the Annual Meeting of Burscough Town Council to be held at St John's Church Hall Meeting Room

IF ANY MEMBER OF THE PUBLIC WISHES TO COMMENT ON ITEMS ON THE AGENDA OR BRING TO OUR ATTENTION ANY CONCERNS, PLEASE EMAIL THESE TO THE CLERK. ANY RESIDENT WISHING TO ATTEND THE MEETING YOU WILL BE REQUIRED TO ADHERE TO SOCIAL DISTANCING AND WEAR A FACE MASK

Agenda

You are summoned to attend an Ordinary Meeting of the Town Council to be held on Tuesday 11th May 2021

1. Welcome
2. To receive apologies for absence.

 Disclosure of Pecuniary and Non-Pecuniary Interests: - members *are reminded of their responsibility to declare any pecuniary or non pecuniary interest in respect of matters contained in this Agenda, or brought up at any point in this meeting.*
3. To receive any issues by members of the public present.
Members of the public can attend the meeting or email the Clerk to bring to attention any concerns.
4. To receive a report from Borough / County Councillors.
5. To approve the minutes of the previous Town Council meeting of 14th April 2021.
6. **Finance**
 - a) To note the minutes of the Finance Working Group dated 22nd April 2021.
 - b) To resolve to allow a top up of £94.21 for petty cash.
 - c) To approve the schedule of payments at the Town Council meeting of 11th May 2021.

Folio Ref	Payee	Reference	Description	Online/SO/DD	Amount
18	Alpha Business Products	57780	Photocopier Usage to 31/03/2021	On Line	52.66
19	Employee 7	Zoom Mar & Apr'21	Expenses -Zoom fees claim for Mar & Apr'21	On Line	28.78
20	Yates Playgrounds Ltd	INV-1918	SPID red Cat & Mill Ln 3.01.21 - 26.03.21	On Line	499.20

21	Yates Playgrounds Ltd	INV-1917	SPID New Ln 03.01.21-29.03.21	On Line	312.00
22	Employee 08	Expenses	Expenses -Foot rest/wheeled attache case	On Line	38.94
23	People's Pension (B&CE Holdings Ltd)	01/05/2021	Pension re April Salaries 2021	DD	563.31
24	Employee 08	01 May 2021	April Salary 2021	SO	755.07
25	Employee 07	01 May 2021	April Salary 2021	SO	1,683.13
26	HMRC	428PH0012665121	Tax & NI period ending 05/05/2021	On Line	682.89
27	Champion Newspapers	9441463	Burscough News leaflet distribution	On Line	144.47
28	Alpha Business Products	43508	Set up 2 users to scan to e-mail	On Line	30.00
29	Images of Burscough & Surrounding Area's	Grant	Grant re build a scale model of Fairey Swordfish aeroplane	On Line	450.00
30	Employee 07	Zoom May 2021	Expenses - Zoom Fees re May 2021	On Line	14.39
31	NRE Surveyors	D11073	Office lease (May 2021)	SO	475.00
32	Unity Trust Bank	Statement 016	Bank charges re 31/03/2021	DD	25.80
33	Mwinnard Landscapes Ltd	026	Planter maintenance for year	On Line	480.00
34	Mwinnard Landscapes Ltd	045	Shelter & Signs cleaning re Feb, Mar & Apr 2021	On Line	1,072.50
35	Shaw Savage Business Services Ltd	IN00062825	Various stationery	On Line	227.82
36	Michael Moore	4098	Painting of railings on Burscough Bridge	On Line	740.00
37	Petty Cash	Chq 300001	Petty Cash Top-up	Chq	94.21
	Total for month				£8,370.17

7. Street Scene

- a) To note the minutes of the Street Scene Working Group dated 21st April 2021.
- b) Resolve to accept the quotation from L Carr Contractors to refurbish the telephone kiosks at Manor Road and Richmond Avenue for the future installation of defibrillators.
- c) To note the painting of the railings on the Canal Bridge have been completed.
- d) To note the power wash of all the Street Furniture, Mere Avenue Play Equipment and sweep of the village have been completed.
- e) Competitions to ask for a nomination to take forward the Hanging Basket Competition, Best Front Garden Competition and Tallest Sunflower competition.

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8. Newsletter and Publicity
- a) To note the minutes of the Newsletter and Publicity Working Group dated 20th April 2021.
 - b) To note the timeline for articles to be included in the next Newsletter to be sent to the Clerk by the end of May 2021.
9. Drainage Scheme – Crabtree Lane
- a) To receive an update from the Chairman regarding the drainage scheme in the area of Crabtree Lane.
- 10 Capital Works Project
- a) Resolve to appoint Gary Seed as Architect to develop the internal specifications to the Interchange building.
 - b) To consider the appointment of Roger Taylor – Wellers Law Group to act as Solicitor.
 - c) To discuss the land transfer west of 115 Moss Lane and contract
- 11 Land East Of Tollgate
- a) Consider West Lancashire Borough Councils proposals for the issue of postal addresses for the next two phases of the development East of Tollgate Road Burscough.
- 12 Climate Change
- a) Consider setting up a Working Group to bring forward ideas for the Council to consider regarding climate change and the environment.

Date of next Town Council Meeting Tuesday 8th June 2021

Jackie Maguire
Clerk to Burscough Town Council
5th May 2021



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