

Burscough Town Council Meeting
To be held at the Grove Community Centre on Wednesday 11th March 2020
starting at 7pm

Agenda

You are summoned to attend an Ordinary Meeting of the Town Council to be held on Wednesday 11th March 2020 at the Grove Community Centre starting at 7pm.

1. To receive apologies for absence.
2. 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 raised by members of the public present.
4. To approve the minutes of the full Town Council ordinary meeting of 12th February 2020.
5. To receive a report from Borough/County Councillors.
6. Finance
 - a) To note the minutes from the Finance Working Group meeting of 3rd March 2020.
 - b) To discuss the recommendation from the Finance Working Group to appoint Ian Cropper to conduct the Internal Audit.
 - c) To discuss the recommendation from the Finance Working Group to switch to Unity Trust Banking from 1st April 2020.
 - d) To discuss the recommendation from the Finance Working Group to accept the quotation to replace the PCs in the Town Council office.
 - e) Approval of the schedule of Payments at the Town Council Meeting of 11th March 2020.

Folio Ref	Payee	Reference	Description	Chq/SO/DD	Amount
252	Alpha Business Products Ltd	50750	Printer/copier service charge	3528	£49.81
253	Champion Newspapers	9432854	Advertising (job/contractors)	3529	£507.91
254	Laurel Photography	05/02/2020	Photography (Councillor and employee photo IDs)	3530	£195.35
255	B Bailey	Expenses	Councillor's expenses	3531	£19.50
256	J Bather	February 2020	Youth work	3532	£400.00
257	Shaw Savage Business Services Ltd	IN00059745	Stationery supplies	3533	£81.57
258	Yates Playgrounds Ltd	INV-1826	Monthly Inspections of Mere Avenue Playground	3534	£270.00
259	Champion Newspapers	9433208	Advertising (job/contractors)	3535	£160.40
260	Employee 7	Expenses	Expenses (20/02/2020)	3536	£7.80
261	NRE Surveyors	D10295	Office lease (March 2020)	SO	£475.00
262	Society of Local Council Clerks	2020/21	Full membership for 2020/21 for Town Clerk	3537	£202.00
263	Employee 2	February 2020	Salary	SO	£305.89
264	Employee 2	Sev 2	Severance pay (part 2 of 3)	3538	£460.02
265	Employee 7	February 2020	Salary	SO	£1589.46
266	Employee 6	February 2020	Salary	SO	£171.28
267	Employee 6	February 2020	Salary (additional hours)	3539	£194.25
268	HMRC	February 2020	NI and Tax	3540	£582.92
269	People's Pension	March 2020	Pension	DD	£510.77
270	Champion Newspapers	9433506	Newsletter: Issue 47	3541	£134.40
271	Ray Wilkins Property Services	509	Village Planters/Higgins Lane 2019/20, quarter 4	3542	£300.21
272	MWinnard Landscapes Ltd	095	Bus stop/sign cleaning, litter picking	3543	£397.50

Folio Ref	Payee	Reference	Description	Chq/SO/DD	Amount
273	B Kennedy	Expenses	Chairman's expenses	3544	£15.99
274	B Bailey	Expenses	Councillor's expenses	3545	£129.70
275	P&R Electrical Contractors Ltd	7366	Repair and replacement of Christmas lights	3546	£443.28
276	RYAL Media Group Ltd	3448	Advertising (Deputy Town Clerk/RFO post)	3547	£114.00
				Total	£7719.01

7. Young Voices of Burscough (YVOB)
- Verbal update from the Development Officer.
 - Discuss the planned Easter Egg Hunt / Easter Bonnet / Hat and agree a budget for the Easter Event.
8. Capital Works Projects
- Note the minutes of the Capital Project Meeting of 2nd March 2020.
 - Recommendation to the Town Council meeting to stop all work on School Lane and organise a press release to inform residents.
 - Discuss to possibility of planting trees on the field behind Platts Lane.
 - Verbal update from Cllr Bell regarding the Interchange Building.
9. Street Scene
- To note the minutes of the Street Scene Meeting minutes of 26th February 2020, 27th February 2020 and 3rd March 2020.
 - Recommendation to the Town Council to award the Grounds Maintenance Contract to M Winnard initially for a 12 month period.
 - To note the Guidance for the Erection of Bunting and consider if the Town Council would like to make any comment on the document.
 - Recommendation to the Town Council to agree the sample bunting and costs for St Georges Day Celebration.
 - Recommendation to the Town Council to agree the VE sample bunting and costs for the VE Celebration.
 - Recommendation to the Town Council to agree the costs and installation of a wooden splayed bollard to fill the gap at the Tale of Burscough feature.
 - Recommendation to the Town Council to order planters, hanging baskets and barrier baskets from Plantscape.
 - Recommendation to the Town Council to agree the quotation from P & R Electrical Contractors for the repairs to the lighting in the Village.
 - To discuss if the Town Council would like to enter the Best Kept Village Competition.
 - Consider the suggestion from Cllr Dereli for autumn sweeping of pavements in at risk locations.
10. Jacobs Report
- To discuss concerns regarding the actions of Lancashire Council leading up to the production of the Jacobs Report and decide if any response should be undertaken by Burscough Town Council.
11. To note that the Grove Youth and Community Centre is now designated as an Asset of Community Value.
12. Next meeting 8th April 2020; venue to be confirmed.

Jackie Maguire,
Clerk to the Burscough Town Council
12th March 2020

