

**Burscough Town Council Meeting**  
**To be held on Wednesday 11<sup>th</sup> November 2020 starting at 7pm (on**  
**Zoom – video conferencing)**  
**SUSPENSION OF PUBLIC MEETINGS DUE TO COVID-19**

**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**

**Agenda**

*You are summoned to attend an Ordinary Meeting of the Town Council to be held on Wednesday 11<sup>th</sup> November 2020 on Zoom conferencing.*

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 by members of the public present.  
*Members of the public can join the meeting by clicking on the link.*
4. To approve the minutes of the previous Town Council meeting of 14<sup>th</sup> October 2020.
5. To consider the applications for co-option from J Crawford and K Schofield.  
*(this is a confidential item and each candidate will be given a time to individually attend the meeting and will then leave to allowing voting to take place)*
6. To note the change of email address for Clerk  
[Jackie.maguire@burscoughTC.org.uk](mailto:Jackie.maguire@burscoughTC.org.uk) and Deputy Clerk,  
[Sheila.gill@burscoughTC.org.uk](mailto:Sheila.gill@burscoughTC.org.uk).
7. Finance
  - a) To resolve to accept the Internal Audit Report along with any minor recommendations found.
  - b) To note that the Internal Audit Paper work page 3 has been provided to the external auditor.
  - c) To note the Finance Working Group Minutes of 13<sup>th</sup> October 2020 and 3<sup>rd</sup> November 2020.
  - d) To approve a recommendation from the Clerk to purchase a Laptop and docking station for the Deputy Clerk.
  - e) To approve the grant application from Sporting Challenge for £1,000 as

recommended from the Finance Working Group.

- f) To approve the grant application from Macdonald Dance for £1,000 along with a request to devise a scheme to support a young person in Burscough who is less fortunate to enable them to access dancing as recommended by the Finance Working Group.
- g) To approve the grant application from Burscough Methodist School (PTA) for £200 as recommended by the Finance Working Group.
- h) To approve the schedule of payments at the Town Council meeting of 11<sup>th</sup> November 2020.
- i) To agree the authorisers from the agreed signatories to complete the online banking procedure.

<b>Folio Ref</b>	<b>Payee</b>	<b>Reference</b>	<b>Description</b>	<b>Online /SO/DD</b>	<b>Amount</b>
118	Parish & Town Training Lancashire	Workshop 03/12/20	Finance workshop via zoom 03/12/20 for J Maguire & S Gill	Online	50.00
119	Alpha Business Products Ltd	54600	Printer/copier service charge	Online	10.70
120	Yates Playgrounds Ltd	INV-1871	Relocation of bench seat	Online	360.00
121	Yates Playgrounds Ltd	INV-1874	Removal/replacement/recharging SPID batteries	Online	499.20
122	Yates Playgrounds Ltd	Inv-1875	Recharging and changing of batteries at New Lane (13 times)	Online	312.00
123	Employee 7	INV47332052	Expenses claim re Zoom Mthly charge, mileage re internal audit & Mobile phone (Apr-Sep'20) and new email set up.	Online	238.69
124	People's Pension (B&CE Holdings Ltd)	November 2020	Pension	DD	549.10
125	HMRC	October 2020	NI and Tax	Online	573.43

126	Employee 7	October 2020	Salary	SO/On Line	1644.61
127	Employee 8	October 2020	Salary	SO	820.50
128	P&R Electrical Contractors Ltd	108145	Supply & Delivery of Xmas Cone Tree	On line	4707.36
129	NRE Surveyors	D10711	Office Lease (November 2020)	SO	475.00
130	Unity Trust Bank	September 2020	Quarterly bank charges	DD	25.35
131	MWinnard Landscapes Ltd	029	Maintenance (Higgins Lane, Mere Park), part 2 of 2	On line	1510.00
132	Yates Playgrounds Ltd	INV-1877	Monthly Inspections of Mere Avenue Playground	On line	120.00
133	Ian T Cropper	27th October 2020	Internal Auditor costs & expenses	On line	360.00
134	RBL Poppy Appeal	PMC1	Donation re 3 x Poppy Wreath at £17:00 each	Online	51.00
	<b>total for month</b>				<b>£12,306.94</b>

8. Corporate & Environmental Overview Scrutiny Committee - WLBC

- a) To receive an update from Cllr Moss regarding his recent presentation to this Committee.

9. Street Scene

- a) To note the Minutes from the Street Scene Working Group on 12<sup>th</sup> October 2020.
- b) To note the Christmas Tree's, hanging baskets and associated lighting will be switched on over the weekend of 27<sup>th</sup> November 2020.
- c) To resolve a prize fund of £100 for the best 'Christmas Shop Window'.
- d) To ask for Volunteers to help with an Advent Christmas Video in partnership with St Johns Church.
- e) To resolve to support Christmas Events planned with St Johns Church to work in partnership and provide a prize fund of £300.00. To be delegated to the Clerk to oversee arrangements.
- f) To note the Comermerative Flag for Armistice is in place by the gardens from 4<sup>th</sup> November 2020 to 12<sup>th</sup> November 2020.

g) To receive an update regarding the proposal for an incentivised scheme in support of the litter pickers.

10 Capital Project Working Group

- a) To note the Minutes of the Capital Projects Working Group dated 27<sup>th</sup> October 2020.
- b) To consider a resolution to purchase Sandbags and Hydro Snakes to support flood alleviation in Burscough.

11 National Review of Ethical Standards

- a) To note the contents of the letter received regarding these standards and note the new procedure.

12 Flooding

- a) To receive an update from the Chairman regarding the flooding issues and flood alleviation drainage scheme in the area of Crabtree Lane.
- b) To consider Cllr Dereli's points regarding making a resolution to set up a Flood Resilience Group.

Jackie Maguire  
Clerk to Burscough Town Council  
5<sup>th</sup> November 2020

**Jackie Maguire is inviting you to a scheduled Zoom meeting.**

**Topic: Burscough Town Council Meeting Wednesday  
Time: Nov 11, 2020 07:00 PM London**

**Join Zoom Meeting**

**<https://us02web.zoom.us/j/89435461991?pwd=dTVreXJLQXFzdVNrTUUp0aVpZUZdJUT09>**

**Meeting ID: 894 3546 1991**

**Passcode: 1**

**One tap mobile**

**Meeting ID: 894 3546 1991**

**Passcode: 1**

**Find your local number: <https://us02web.zoom.us/u/kbsrN2h4O9>**

**Under the provisions of Section 78 of The Coronavirus Act 2020, and the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility**

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	<p><b>of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 the meeting of Burscough Town Council will be held by electronic communication at 7.00pm on Wednesday 9<sup>th</sup> September 2020.</b></p>
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