

Burscough Town Council Meeting
To be held at the Grove Community Centre on Wednesday 12th February 2020
starting at 7pm

Agenda

You are summoned to attend an Ordinary Meeting of the Town Council to be held on Wednesday 12th February 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 22nd January 2020.
5. To approve the minutes of the Confidential Town Council Meeting of 22nd January 2020.
To receive a report from Borough/County Councillors.
6. Relax Standing Orders.
Welcome Chief Operating Officer from West Lancashire Borough Council – Jacqui Sinnot-Lacy.
Reinstate the Standing Orders.
7. Finance.
 - a) To note the minutes from the Finance Working Group meeting of Tuesday 4th February 2020.
 - b) To discuss the recommendation from the Finance Working Group to accept the draft budget for 2020/21.
 - c) To discuss the recommendation from the Finance Working Group to accept the Precept 2020/21.
 - d) Approval of the schedule of Payments at the Town Council Meeting of 12th February 2020.

Folio Ref	Payee	Reference	Description	Chq/SO/DD	Amount
227	Yates Playgrounds Ltd	INV-1818	Solar SPID maintenance (4 visits)	3508	£468.00
228	P&R Electrical Contractors Ltd	106699	Supply and installation of Christmas cone, supports and power supply (35% of total cost)	3509	£298.20
229	P&R Electrical Contractors Ltd	106892	Supply, delivery, erection and removal of Christmas tree (35% of total cost)	3510	£441.00
230	P&R Electrical Contractors Ltd	107053	Salary (additional hours)	3511	£1197.00
231	NRE Surveyors	D10241	Office lease (February 2020)	SO	£475.00
232	The Grove Community Association	bi987	Room hire (various dates in September to December)	3512	£300.00
233	Viking Payments	852662	Office chairs	3513	£128.69
234	Ian T. Cropper	Auditor support	Auditor's fee	3514	£160.00
235	Shaw Savage Business Services Ltd	IN00059468	Stationery supplies	3515	£85.24
236	Champion Newspapers	9432075	Advertising for contractors	3516	£151.20
237	Employee 2	Expenses	Expenses (January 2020)	3517	£32.50
238	Teddy Bears Coffee Shop	TB/YVB/04/02/2020	Room hire and refreshments (Young Voices of Burscough)	3518	£30.00
239	Cash	February 2020	Petty Cash top up	3519	£76.18

Folio Ref	Payee	Reference	Description	Chq/SO/DD	Amount
240	Employee 7	Expenses	Expenses (February 2020)	3520	£15.90
241	Employee 2	January 2020	Salary	SO	£305.89
242	Employee 2	January 2020	Holiday pay	3521	£93.46
243	Employee 2	Sev 1	Severance pay (part 1 of 3)	3522	£460.02
244	Employee 6	January 2020	Salary	SO	£171.28
245	Employee 6	January 2020	Salary (additional hours)	3523	£58.25
246	Employee 7	January 2020	Salary	SO	£1589.46
247	HMRC	January 2020	NI and Tax	3524	£575.10
248	People's Pension	February 2020	Pension	DD	£506.69
249	Champion Newspapers	9432469	Advertising for contractors	3525	£151.20
250	J Bather	January 2020	Youth work	3526	£400.00
251	MWinnard Landscapes Ltd	089	Bus stop/sign cleaning, litter and leaf picking, grass trim	3527	£330.50
				Total	£8500.76

8. To note the Administrative Assistant will leave their position on 17th April 2020.
9. Capital Works Projects
- Note the minutes of the Capital Project Meeting of 3rd February 2020.
 - To discuss the recommendation to the Town Council to make an offer of £30,000 for ½ of the parcel of land on School Lane nearest to the Canal.
 - Discuss recommendation to the Town Council to accept the form for the Community Infrastructure Levy funding scheme.
10. Social Media / Councillor Email Addresses Working Group.
- To note the minutes of the Social Media / Councillors Email address Working Group minutes 3rd February 2020.
 - To discuss the recommendation with the Town Council that we do not do any more work to progress emails managed by the Town Council Office and any further Social Media work.
11. Street Scene
- To note the minutes of the Street Scene Meeting minutes 5th February 2020.
 - To discuss the recommendation to consider celebrating St Georges Day.
12. Traffic Resilience
- Note the minutes of the Traffic Resilience Working Group minutes of 29th January 2020.
 - To discuss if the Town Council could write to the various haulage companies requesting all drivers slow down and take care whilst driving in Burscough.

Note the resignation of Cllr Jenkins accepted by the Chairman on 27th January 2020.

Next meeting 11th March 2020.

Jackie Maguire
Clerk to the Burscough Town Council
5th February 2020

