

**Burscough Town Council Meeting**  
**To be held at the Grove Community Centre on Wednesday 22<sup>nd</sup> January 2020**  
**starting at 7pm**

**Agenda**

You are summoned to attend an Ordinary Meeting of the Town Council to be held on Wednesday 22<sup>nd</sup> January 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 Parish Council ordinary meeting of 4<sup>th</sup> December 2019
5. To receive a report from Borough/County Councillors.
6. Finance.
  - a) Approval of the schedule of Payments at the Town Council Meeting of 22<sup>nd</sup> January 2020.

Folio Ref	Payee	Reference	Description	Chq/SO/DD	Amount
195	Shaw Savage Business Services Ltd	IN00059060	Office supplies	3481	£38.38
196	MWinnard Landscapes Ltd	078	Bus stop/sign cleaning, litter and leaf picking, grass strim (Oct and Nov 19).	3482	£649.00
197	Champion Newspapers	9429388	Advert for bus cleaning contract tender notice (week 3 of 3)	3483	£144.00
198	Alpha Business Products Ltd	45464	Printer/copier service charge	3484	£42.42
199	P&R Electrical Contractors Ltd	7053	Christmas decorations	3485	£2223.00
200	P&R Electrical Contractors Ltd	6699	Supply and installation of Christmas cone, supports and power supply	3486	£4477.80
201	P&R Electrical Contractors Ltd	6892	Supply, delivery, erection and removal of Christmas tree (65% of total cost)	3487	£819.00
202	Kevin Faragher	BPC009	Domain name and email storage renewal	3488	£125.00
203	GrenkeLeasing Ltd	000033377/2020	Equipment protection for 2020 (Copier)	3489	£106.80
204	Sounds Good Ltd	INV0001144	Hire of PA for Remembrance Day Commemorations	3490	£125.00
205	P&R Electrical Contractors Ltd	11/12/2019/01	Repair of Christmas lights and reinstating of electrical connections	3491	£420.00
206	Yates Playgrounds Ltd	INV-1808	Supply of 4 replacement SPID batteries	3492	£171.60
207	Employee 2	December 2019	Salary	SO	£305.89
208	Employee 7	December 2019	Salary	SO	£1589.46
209	Employee 7	December 2019	Salary (arrears of pay)	3493	£37.37
210	Employee 6	December 2019	Salary	SO	£171.28
211	Employee 6	December 2019	Salary (additional hours)	3494	£29.03
212	HMRC	December 2019	NI and Tax	3495	£594.08
213	People's Pension	January 2020	Pension	DD	£492.22
214	NRE Surveyors	DS10180	Office lease (January 2020)	SO	£475.00
215	Champion Newspapers	9430067	Advertising	3496	£216.00
216	Employee 7	Expenses	Expenses (December 2019)	3497	£14.30

<b>217</b>	J Bather	December 2019	Youth work	<b>3498</b>	<b>£300.00</b>
<b>218</b>	GrenkeLeasing Ltd	0000062966/2020	Use of copier (Jan to Dec 2020)	<b>3499</b>	<b>£159.84</b>
<b>219</b>	Ray Wilkins Property Services	503	Village Planters/Higgins Lane 2019/20, quarter 3	<b>3500</b>	<b>£300.21</b>
<b>220</b>	MWinnard Landscapes Ltd	082	Bus stop/sign cleaning, litter and leaf picking, grass trim (Dec 19).	<b>3501</b>	<b>£330.50</b>
<b>221</b>	Alpha Business Products Ltd	45973	Printer/copier service charge	<b>3502</b>	<b>£18.52</b>
<b>222</b>	Employee 7	Trolley briefcase	Trolley briefcase (claimed as expenses)	<b>3503</b>	<b>£34.95</b>
<b>223</b>	E Hawksby	Traidcraft	Refreshments for Parish Council Meeting	<b>3504</b>	<b>£6.24</b>
<b>224</b>	Yates Playgrounds Ltd	INV-1812	Clever SPID removal, recharge and replacement (Oct-Dec)	<b>3505</b>	<b>£460.80</b>
<b>225</b>	Yates Playgrounds Ltd	INV-1813	Charge/recharge of battery of SPID (New Lane)	<b>3506</b>	<b>£288.00</b>
<b>226</b>	Ian Cropper	Interim Audit	Interim Audit 2019-20	<b>3507</b>	<b>£130.00</b>
				<b>Total</b>	<b>£15295.69</b>

7. Grove Community Association
- Update from the Chairman.
  - Relax standing orders to allow Ruth Melling Vice Chair of the Grove Community Association to address the Town Council.
  - Discuss nomination of asset of community value.
8. School Lane
- Update from the Chairman on the project.
9. Capital Works Projects
- Note the minutes of the Capital Project Meeting of 13<sup>th</sup> January 2020.
  - Discuss recommendation to the Town Council to express an interest in the land adjacent to the Canal on School Lane with a view to plant trees.
  - Discuss suggestion to run a competition for local organisations / charities to bid for a £50,000 award from the Town Councils Community Infrastructure Levy receipts.
10. Burscough Bridge Station
- Note the minutes of the Burscough Bridge Working Party meeting of 16<sup>th</sup> December 2019.
  - Update Cllr Bell.
11. Street Scene
- To note the minutes of the Street Scene Working Group of 17<sup>th</sup> December 2019.
  - Discuss the recommendation with the Town Council to retain Michael Winnard based on the three tenders received.
12. Lancashire Association of Local Councils
- Receive a verbal report from Cllr Bailey.
13. Chief Operating Officer
- To note the attendance of the Chief Operating Officer Jacqui Sinnot-Lacy at the next Town Council Meeting.
  - To discuss questions the Town Council wish to ask at the meeting.
14. Adopt a Kiosk Scheme
- We have received an agreement from British Telecom's Cllr Bailey and the Clerk will complete the form and return.

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15. Note the resignation of Cllr Crombleholme accepted by the Chairman on 10<sup>th</sup> January 2020.

A confidential meeting will follow members of the public, Borough and County Councillors will be excluded from this part of the meeting.

Next meeting 12<sup>th</sup> February 2020.

Jackie Maguire  
Clerk to the Burscough Town Council  
16<sup>th</sup> January 2020