

Burscough Town Council Meeting
held via Video Conferencing (Zoom) on Wednesday 11th November 2020 starting
at 7pm

Present

Cllr B Kennedy Chairman
Cllr B Bailey
Cllr R Bell
Cllr A Booth
Cllr Dereli
Cllr D Moss
Cllr C Ryley
Cllr J Taylor
Cllr J Tribe
Mrs J Maguire Clerk
Mrs S Gill Deputy Clerk

MINUTES

- | | |
|------|---|
| 216. | <u>Welcome</u>
The Chairman opened the November meeting with a warm welcome and sent best wishes to Cllr Mackrell's family and wished him a speedy recovery this was echoed by the members of Burscough Town Council. |
| 217. | <u>Apologies</u>
Apologies were received from Cllr Mackrell, this was accepted by the Councillors present at the meeting. |
| 218. | <u>Disclosure of Pecuniary Interest and Non Pecuniary Interest</u>
Cllr Ryley item 7 (i) folio reference 134. |
| 219. | <u>To receive any issues raised by members of the public.</u>
Under the provisions of Section 78 of The Coronavirus Act 2020 England and Wales Regulations 2020, meetings can be held on Video Conferencing. Members of the public can join by following the link on the published agenda or emailing the Clerk in order to bring any issues to the attention of the Town Council.

<ul style="list-style-type: none">• A resident had contacted the Town Council regarding parking on Orrell Lane in Burscough, it was noted that this had been discussed at Traffic Resilience Meetings and that the Town Council did not have any jurisdiction over parking in the area. Action:- Town Clerk to contact Cllr Pope to ask for his help. |

220	<p><u>Previous Minutes of the Full Town Council Meeting held on 14th October 2020</u> Cllr's received a copy of the minutes prior to the meeting. It was resolved that minutes of the full Town Council Meeting dated 14th October 2020, were approved. These were proposed by Cllr Ryley and seconded by Cllr Moss with a unanimous vote to be duly signed by the Chairman when he next attends the Town Council Offices. (CoronaVirus Act 2020)</p>
221.	<p><u>Co-Option</u> It was resolved to co-opt both J Crawford (Burscough Town Ward) proposed by the Chairman and seconded by Cllr Bailey and K Schofield (Red Cat Lane Ward) proposed by Cllr Taylor and seconded by Cllr Bell onto the Town Council both with an overall unanimous vote.</p>
222.	<p><u>Email Addresses</u> The email addresses for the Clerk Jackie.maguire@burscoughtc.org.uk and the Deputy Clerk Sheila.gill@burscoughtc.org.uk were noted.</p>
223	<p><u>Finance</u></p> <ul style="list-style-type: none"> a) It was resolved to accept the Internal Audit Report. b) It was resolved to accept the External Audit Report and it was noted that page 3 of the Agar had been provided following the Internal Audit. c) The Finance Working Group Minutes of 13th October 2020 and 3rd November 2020 were noted. d) It was resolved to accept the recommendation from the Clerk to purchase a laptop and docking for the Deputy Clerk. Proposed by the Chairman and seconded by Cllr Booth with a unanimous vote. e) It was resolved to approve the grant application from Sporting Challenge of £1,000. Proposed by the Chairman and Seconded by Cllr Ryley with a unanimous vote. f) It was resolved to approve the grant application from McDonald 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. Proposed by the Chairman and seconded by Cllr Ryley with a unanimous vote. g) It was resolved to approve the grant application from Burscough Methodist School (PTA) for £200. Proposed by the Chairman and seconded by Cllr Ryley with a unanimous vote. h) The following payments were approved at the meeting of 11th November 2020. (proposed by the Chairman and seconded by Cllr Bell It was formally noted that the Clerk along with another signatory would authorise the online payments.

Folio Ref	Payee	Reference	Description	Online/SO/DD	Amount
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/Online	1644.61
127	Employee 8	October 2020	Salary	SO	820.50
128	P&R Electrical Contractors	108145	Supply & Delivery of Xmas Cone Tree	Online	4707.36

	Ltd				
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
	total for month				£12,306.94

224. Corporate & Environmental Overview Scrutiny Committee – WLBC
 Cllr Moss informed the meeting that he had been allocated 3 minutes to speak to the committee regarding suggested refurbishment of the litter bins and benches owned by WLBC. If selected the work would be carried out in 2020/21, the Town Council awaits the result and thanked Cllr Moss for acting on behalf of the Town Council.

225. Street Scene

- a) The Minutes of the Street Scene Meeting of 12th October 2020 were noted.
- b) It was noted that the Christmas Tree's, hanging Christmas Trees and associated lighting would be switched on over the weekend of the 27th November 2020
- c) **It was resolved to provide a prize of £150 for the best 'Christmas Shop Window' competition in the village. Proposed by the Chairman and seconded by Cllr Ryley. Action Clerk to devise a poster to distribute around the village shops.**
- d) It was noted that Cllr Ryley volunteered to help with the Advent Christmas Video in partnership with St Johns Church.
- e) **It was resolved to approve the grant application for £500 to St John's Church to support the planned Christmas events. Proposed Cllr Bailey and seconded by Cllr Tribe with a unanimous vote.**
- f) It was noted that the Commemorative Flag for Armistice was in place from 4th November to 12th November 2020.

g) **It was resolved to allow a maximum amount of £30.00 per event to the Litter Pickers incentivised scheme from January 2021 for a period of 12 months. Proposed by the Chairman and seconded by Cllr Tribe.**

226. Capital Project Working Group

- a) The Minutes of the Capital Projects Working Group of 27th October 2020 were noted.
- b) Item (b) was moved to Flooding point (b).

227. National Review of Ethical Standards

- a) The new standards and procedures were noted by the Town Council membership. **Action: - Clerk to respond to the letter.**

228. Flooding

- a) The Chairman gave an update. **It was resolved to employ Wignalls Chartered Surveyors to conduct a survey on the land with regard to flood water this was proposed by the Chairman and seconded by Cllr Bailey.**
- b) Cllr Dereli gave information relating to other Flood Resilience Schemes and other Parish Councils. **It was resolved to set up an initial meeting with Andy Ainsworth, consider setting up a group. This was proposed by Cllr Dereli and seconded by Cllr Ryley.**
- c) **It was resolved to delegate to the Chairman and Clerk the decision of which sandbags to purchase up to a value of £500.**

Next Town Council Meeting 9th December 2020 starting at 7pm.

The meeting closed at 9:53pm

Under the provisions of Section 78 of The Coronavirus Act 2020, and the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility 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 11th November 2020.