

Burscough Town Council Meeting
held on Zoom online video on Wednesday 13th May 2020 starting at 7pm

Present

Cllr B Kennedy Chairman

Cllr B Bailey

Cllr R Bell

Cllr A Booth

Cllr C Dereli

Cllr P Mackrell

Cllr D Moss

Cllr C Ryley

Cllr J Taylor

Mrs J Maguire Clerk

Mr D Swift RFO

MINUTES

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| 161. | <u>Welcome</u>
The Chairman opened the meeting with a warm welcome, welcoming Councillors to the second Town Council meeting on zoom. |
| 162. | <u>Apologies</u>
Apologies were received from Cllr Hardisty who reported technical issues these were accepted by the Councillors present at the meeting. |
| 163. | <u>Disclosure of Pecuniary Interest and Non Pecuniary Interest</u>
None. |
| 164. | <u>Previous Minutes of the Full Parish Council held on 11th March 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 21 st April 2020, were approved. These were proposed by Cllr Bailey and seconded by Cllr Mackerell with a unanimous vote to be duly signed by the Chairman when the clerk is back in the office. (CoronaVirus Act 2020) |
| 165. | <u>Finance</u>
a) It was resolved to make amendment to Burscough Town Council Standing Orders this being:- 'Burscough Town Council extends its delegation to enable Town Council meetings to continue via video technology to make decisions during any period of restricted activity declared by the Government during Coronavirus lockdown to enable the Town Council to fulfil its responsibilities to the residents and adhere to all necessary legislation'. Proposed by Cllr Bailey and seconded by Cllr |

Moss with a unanimous vote. Action Clerk to update the Standing Orders.

- b) It was noted by the Town Council that the April 2020 online payments were made with no problems identified.
- c) It was noted by the Town Council that the Internal Audit and external Audit had been delayed due to the coronavirus lockdown. Arrangements are in place to organise a date with the Internal Auditor once the office reopens. The external Audit will be carried out between September and November 2020.
- d) It was resolved that the Town Council accept the bank reconciliation for the end of the Financial Year 2019/2020 as at the 31st March 2020. This was proposed by Chairman and seconded by Cllr Bailey with a unanimous vote.
- e) It was resolved to renew the Town Council's Insurance with Zurich insurance, this was proposed by Cllr Bell and seconded by Cllr Bailey.
- f) Councillors present received an update regarding the Community Infrastructure Award Scheme, it was noted that four applications had been received, with a further two application forms requested. Action: - All Councillors to talk to organisations to generate further interest. Action: - Clerk to readvertise through the Facebook pages. The following Councillors noted their interest in being a judge Chairman, Cllr Booth, Cllr Moss and Cllr Ryley, plus a further two residents names to be published once agreements are in place.
7:45pm it was noted that Cllr Bell and Cllr Dereli lost connection, the Chairman agreed with Councillors present that the meeting was still quorate and all agreed to proceed. (See meeting etiquette).
- g) The following payments were approved at the meeting of 13th May 2020. (moved by the Chairman and seconded by Cllr Moss) It was formally noted that the Clerk along with the Chairman would authorise the online payments, those payments relating to the Clerk would be approved by Cllr Taylor.

Folio Ref	Payee	Reference	Description	Online /SO/D D	Amount
22	North West Flags	7911/21042 0/88	Union Jack/England flags and pole clips	On line	£40.97
23	NRE Surveyors	D10392	Office lease (May 2020)	SO	£475.00
24	Zurich Municipal	3699322	Insurance	On line	£1292.03
25	Employee	April 2020	Salary	On line	£182.19

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26	Employee 7	April 2020	Salary	SO	£1589.46
27	Employee 7	April 2020	Salary (balancing payment)	On line	£8.96
28	Employee 6	April 2020	Salary	SO	£171.28
29	Employee 6	April 2020	Salary (additional hours)	On line	£155.48
30	HMRC	April 2020	NI and Tax	On line	£588.55
31	People's Pension	May 2020	Pension	DD	£488.09
32	J Bather	April 2020	Youth work	On line	£120.00
33	Kevin Faragher	BPC008a	Office Equipment – Laptop	On line	£999.99
34	Kevin Faragher	BPC008b	Office Suite for laptop supply/setup, docking station.	On line	£290.00
35	Employee 7	03088605	Expense claim - Donation to Burscough food bank	On line	£377.04
36	P&R Electrical Contractors Ltd	7441	Repair of Burscough village lights	On line	£353.52
				Total	£7132.56

Street Scene

- a) It was noted that the Victory in Europe bunting had been erected in the Village centre and plans to remove on Thursday 14th May 2020 were in place.

The meeting closed at 8:02PM

