

**Burscough Town Council Meeting**  
**held via Video Conferencing (Zoom) on Wednesday 9<sup>th</sup> December 2020 starting at 7pm**

Present

Cllr B Kennedy    Chairman  
Cllr A Booth  
Cllr J Crawford  
Cllr Dereli  
Cllr D Moss  
Cllr C Ryley  
Cllr K Schofield  
Cllr J Tribe  
Mrs J Maguire    Clerk  
Mrs S Gill        Deputy Clerk

**MINUTES**

229.	<u>Welcome</u> The Chairman opened the December meeting with a warm welcome, which included a welcome to residents on Crabtree Lane.
230.	<u>Apologies</u> Apologies were received from Cllr Bailey; this was accepted by the Councillors present at the meeting.
231.	<u>Disclosure of Pecuniary Interest and Non-Pecuniary Interest</u> Chairman    item 6 (c) folio reference 137. Cllr Crawford item 12.
232.	<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"><li>• Residents from Crabtree Lane Burscough were in attendance at this meeting, in order to listen to the presentation from Sophie Moeng (Consultation Manager, Network Rail) This presentation included the consultation regarding possible changes to the Crabtree Lane Crossing. The Chairman reiterated a previous comment he had made at a Town Council Meeting, that all residents will be fully consulted and all procedures would be fully transparent. At this point Mr Webster offered his sincere thanks to the Town Council</li></ul>

233.	<p>for all the drainage work currently being carried out in the Crabtree Lane area stating 'I can't tell you how much of a difference this will make'</p> <p><u>Previous Minutes of the Full Town Council Meeting held on 11<sup>th</sup> November 2020</u></p> <p>Cllr's received a copy of the minutes prior to the meeting. It was resolved that minutes of the full Town Council Meeting dated 11<sup>th</sup> November 2020, were approved. These were proposed by Cllr Ryley and seconded by Cllr Booth with a unanimous vote to be duly signed by the Chairman when he next attends the Town Council Offices. (Coronavirus Act 2020)</p>
234.	<p><u>Presentation Sophie Moneg Consultation Manager Network Rail</u></p> <p>Network Rail presentation Sophie Moeng introduced herself to the Town Council and residents of Crabtree Lane. She informed that the purpose of her presentation was to give the Town Council the opportunity to provide feedback regarding proposals for the consultation process for alterations to the Crabtree Lane Crossing. The following proposals were made and agreed by the Town Council.</p> <ul style="list-style-type: none"> <li>• Consultation start date 15<sup>th</sup> February 2021 with a brochure drop to various residents and locations within 1km radius of the crossing and adverts in the local newspaper.</li> <li>• 2 x Information sessions 1 at a location in Burscough and 1 at a location in Lathom, 15-minute slots from 1pm – 7pm. Registration to book a slot would be by email or telephone as advertised in brochure and newspaper.</li> <li>• Posters installed at either side of Crabtree Lane Crossing providing information.</li> <li>• On-line briefing events. Staggered over 4 days afternoon and evenings covered 2pm-3pm and 7pm-8pm.</li> <li>• Dedicated website <a href="http://www.networkrail.co.uk">www.networkrail.co.uk</a>.</li> <li>• Dedicated email in box address <a href="mailto:shawsandcrabtree@networkrail.co.uk">shawsandcrabtree@networkrail.co.uk</a></li> <li>• There will also be 2 sessions on line if anyone has missed their opportunity to pass on their points.</li> <li>• End date to collect all points 21<sup>st</sup> March 2021.</li> </ul>
235	<p><u>Finance</u></p> <p>a) The Finance Working Group minutes of 1<sup>st</sup> December 2020 were noted.</p> <p><b>b) It was resolved for the Clerk to organise an Interim Audit as recommended by the Finance Working Group proposed by Chairman and seconded by Cllr Moss with a unanimous vote.</b></p> <p>c) The following payments were approved at the meeting of 9<sup>th</sup> December 2020. (proposed by the Chairman and seconded by Cllr Crawford It was formally noted that the Clerk along with another signatory would authorise the online payments.</p>

Folio Ref	Payee	Reference	Description	Online/S O/DD	Amount
136	Alpha Business Products Ltd	54980	Printer/copier service charge	On line	29.12
137	Cllr Brian Kennedy	November 2020	Expenses claim re printer inks	On line	24.49
138	PKF Littlejohn LLP	SB20202706	External Audit Report 2019/20	On line	480.00
139	Sounds Good Ltd	INV000172	PA Hire for Remembrance Day	On line	125.00
140	Employee 7	INV52765709	1 month's Zoom subscription for Council business	On line	14.39
141	Plantscape	000008301	Hanging Xmas Tree & Delivery	On line	3429.60
142	North West Flags	12392/141020/17	Let's we forget Flag, rope & toggle - 5ft x 3ft	On line	29.99
143	St John's Church Council	Grant Application	Donation to Church Christmas Activities grant	On line	500.00
144	Burscough Bridge Methodist School PTFA	Grant Application	Donation to School garden area project	On line	200.00
145	McDonald School of Dancing	Grant Application	Donation McDonald Dance	On line	1000.00
146	Sporting Challenge	Grant Application	Donation re providing sporting Activities for people with learning disabilities	On line	1000.00
147	NRE Surveyors	D10767	Office Lease (December 2020)	SO	475.00
148	Employee 7	Reimbursement	Reimbursement for IT Equipment	On line	958.95
149	Shaw Savage Business Services Ltd	IN00061750	Office Stationery	On line	58.03
150	People's Pension (B&CE Holdings Ltd)	December 2020	Pension	DD	549.10
151	HMRC	428PH001266512108	NI and Tax	On line	656.43
152	Employee 7	November 2020	Salary	SO	1644.61
153	Employee 8	November 2020	Salary	SO	737.50
154	Farnells Agri Plastics	20147	Flood Resilience	On line	15840.00
	<b>Total for month</b>				<b>£27,752.21</b>

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### Street Scene

- a) The Minutes of the Street Scene Meeting of 17<sup>th</sup> November and 1<sup>st</sup> December 2020 were noted. Cllr Dereli asked that the Street Scene Working Group continue to consider that Burscough has Fairtrade status and to consider twinning with a compatible town.
- b) It was resolved to accept the quotation of £595 to replace the bench on Crabtree Lane as recommended by the Street Scene Working Group. Proposed by Cllr Moss and seconded by Cllr Ryley with a unanimous vote.**
- c) It was resolved to add a Rotating See Saw, Cyclone Swing and a 30-meter Aerial Runway to the Mere Avenue play area. Funding agreed as 50% from the Community Infrastructure fund and apply for Section 106 monies for the other 50%. Proposed by Cllr Moss and seconded by the Chairman.**
- d) The decision to raise the trampoline at Mere Avenue play area was

237	<p>deferred to a later meeting.</p> <p><u>Newsletter and Publicity Working Group</u></p> <p>a) The Minutes of the Newsletter and Publicity Working Group of 10<sup>th</sup> November 2020 and 2<sup>nd</sup> December 2020 were noted.</p> <p>b) Councillors were reminded of the last call for articles to be included in the next Newsletter should be with the Clerk by 18<sup>th</sup> December 2020.</p>
238	<p><u>Flooding and Drainage Scheme – Crabtree Lane</u></p> <p>a) The Chairman gave an update informing the Town Council that work had started, with pipes being laid across the field with the hope that most of the work would be completed by Christmas. The Chairman also reiterated that no permissions were required for the works as Wignalls Chartered Surveyors had confirmed no covenants were in place. Cllr Crawford thanked the Town Council and all those involved with the scheme.</p> <p>b) It was noted that a meeting had been arranged to consider setting up a Flood Resilience Group on Tuesday 15<sup>th</sup> December 2020 at 2pm, with Cllr Dereli’s contact Andrew Ainsworth.</p> <p>c) It was noted that West Lancashire Borough Council now has a Flooding and Drainage Cabinet Group. <b>Action: - Clerk to ask for an invite to the next meeting.</b></p>
239	<p><u>Adopt a Kiosk</u></p> <p>a) It was noted that the decommissioning of the kiosk opposite 1 Manor Road is now complete and is now legally the property of Burscough Town Council.</p> <p>b) Action: - Clerk add to the Street Scene Working Group agenda to make a recommendation to the Town Council for a suggested use.</p>
240	<p><u>Planning</u></p> <p>a) It was noted that the planning Application for a Mushroom Farm in Scarisbrick had been rejected at a West Lancashire Planning Meeting on 12<sup>th</sup> November 2020.</p>
241	<p><u>Alleged Assault on a Town Councillor by a Burscough Property Developer</u></p> <p>a) An alleged incident was reported to the Town Council regarding an alleged assault on a Town Councillor by a Burscough Property Developer. Details had been reported to the Police for further investigation.</p> <p>b) The full Town Council were in agreement that they have a duty to make sure all Town Councillors and staff are safe and looked after. <b>Action: - Letter to Clive Grunshaw and Rosie Cooper.</b></p>

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242 Burscough Town Council Office Closure  
a) It was noted that the Town Council Office would be closed for the Christmas break from Thursday 17<sup>th</sup> December 2020 until 4<sup>th</sup> January 2021.

243 Next Town Council Meeting 20<sup>th</sup> January 2021 starting at 7pm.

The meeting closed at 9:19pm

**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 9<sup>th</sup> December 2020.**