
Burscough Town Council Meeting
To be held on Wednesday 8th December 2021 at Burscough Village
Primary School, Colburne Close starting at 7pm

IF ANY MEMBER OF THE PUBLIC WISHES TO COMMENT ON ITEMS ON THE AGENDA OR BRING TO OUR ATTENTION ANY CONCERNS, PLEASE EMAIL THESE TO THE CLERK. ANY RESIDENT WISHING TO ATTEND THE MEETING YOU WILL BE REQUIRED TO ADHERE TO SOCIAL DISTANCING AND WEAR A FACE MASK

Agenda

You are summoned to attend an Ordinary Meeting of the Town Council to be held on Wednesday 8th December 2021

1. Welcome
2. To receive apologies for absence.
3. 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.*
4. Ormskirk – Burscough – Linear Park – Aidan Manley (Growth & Development Service, West Lancashire Borough Council) *15min max*
5. To receive any issues by members of the public present.
Members of the public can attend the meeting or email the Clerk to bring to attention any concerns.
 - Note response from Lancashire County Highways following the petition from residents on Square Lane.
6. To receive a report from Borough / County Councillors.
 - Cllr Clandon – Unsafe bridge near Blyth Hall
7. To approve the minutes of the previous Town Council meeting of 10th November 2021.
8. Finance
 - a) To note the minutes of the Finance Working Group dated 22nd November 2021.
 - b) To resolve to accept the grant application from St John’s Primary School to provide funds for a greenhouse and potting table as recommended by the Finance Working Group.
 - c) To resolve to accept the grant application from Burscough Village Primary School for outside reading pods, further information supplied as

recommended by the Finance Working Group.

d) Resolve to accept the grant application from the 45th Scout Group to replenish their camping equipment.

e) To approve the schedule of payments at the Town Council meeting of 8th December 2021 and agree authorisers.

Month 9 - Approved December 2021

Folio Ref		Payee	Reference	Description	Online/SO/DD	Amount
148	14/10/2021	NRE Surveyors	D11448	Office lease (November 2021)	SO	475.00
149	07/11/2021	North West Linux	11292	Domain Renewal - 1 year	On Line	19.19
150	08/11/2021	Michael Moore	4121	Staining of Tower opposite Hop Vine (Forgotten off original staining list)	On Line	140.00
151	08/11/2021	Les Kirk Clocks	BPC5	Supply & fitting of new motor & gearbox unit in the Village clock	On Line	325.00
152	30/11/2021	Employee 07	Expenses/Zoom Dec'21	5xKeys cut for lock up garage & Zoom fees Dec'21	On Line	34.39
153	11/11/2021	Lancashire County Council	5200239875	Column Testing of 4 x lamp posts re Xmas decorations	On Line	144.00
154	11/11/2021	Information Commissioners Office (ICO)	Annual Fees	Annual payment taken by Direct Debit	DD	35.00
155	31/10/2021	Alpha Business Products	INV 61357	Photocopier Usage to 31/10/2021	On Line	60.92
156	17/11/2021	Alison Booth (Cllr)	Speed signs	Stakes for speed awareness signs	On Line	118.36
157	14/10/2021	Waring Collins	INV-0141	Printing of BTC Newsletter & deliver to Champion	On Line	772.00
158	19/11/2021	I.C. Brindle	Inv 1189/21	40 packs of 5 Aqua Sacs	On Line	1,002.00
159	06/12/2021	Yates Playgrounds Ltd	Inv - 1966	Jan - Dec 2021 monthly playground inspection reports	On Line	360.00
160	10/11/2021	NorthWest Flags	21376/101121/82	Union Jack Premium Quality Duraflag rope & toggle, 5ft x 3ft	On Line	29.99
161	24/11/2021	Seed Architects	INV SAL/423	Architectural works -Spatial Coordination (£550 - 100% complete) Technical design (8,831.25 - 75% complete)	On Line	11,257.50
162	23/11/2021	NRE Surveyors	D11507	Office lease (December 2021)	SO	475.00
163	01/12/2021	HMRC	428PH00126651	Tax & NI period ending 05/11/2021	On Line	671.49
164	01/12/2021	Employee 08	01 December 2021	November Salary 2021	SO	760.05
165	01/12/2021	Employee 07	01 December 2021	November Salary 2021	SO	1,689.53
166	01/12/2021	People's Pension (B&CE Holdings Ltd)	01/12/2021	Pension re September Salaries 2021	DD	563.31
167	30/11/2021	P&R Electrical Contractors Ltd	9883	Supply, decoration & removal of 25ft Xmas tree	On Line	1,644.00
168	30/11/2021	Shaw Savage Business Services Ltd	IN 00064560	A5 week to view diary	On Line	1.44
169	25/11/2021	P&R Electrical Contractors Ltd	9796	Christmas electrical fittings & lights	On Line	4,218.00
Total for month						£24,796.17

9. Street Scene

a) To resolve to accept the recommendation from the Street Scene Working group to offer a prize of £100 for the best Christmas shop window competition.

b) To resolve to accept the recommendation from the Street Scene

	<p>Working group to accept the quotation to make good the repairs at Mere Avenue Playground.</p> <p>c) To resolve to accept the recommendation from the Street Scene Working group to accept the quotation to change the name on 13 x bus shelters.</p> <p>d) To resolve to accept the recommendation from the Street Scene Working group to accept the quotation for 410 meters of bunting for the Queens Platinum Jubilee.</p> <p>e) To resolve to accept the quotation for electrical work to the telephone kiosks on the A59, Manor Road and Richmond Avenue which are to be converted to defibrillator stores.</p>
10	<p><u>Capital Works Projects</u></p> <p>a) Update from the Chairman and Clerk regarding all Capital Projects.</p> <p>b) Receive feedback from St John's C E School and Burscough Village Primary School with regard to resurfacing the car park at the Cricket Club.</p>
11	<p><u>Local Government Boundary Commission – new electoral arrangements for Burscough</u></p> <p>a) To note the Planning and Footpaths Committee make a recommendation that the Town Council agree in principle with the draft Local Governance Boundary Commission, although they urge Councillors to look at their individual wards and familiarise themselves with what the changes entail.</p>
12	<p><u>Neighbourhood Plan Steering Group Meeting</u></p> <p>a) To note the minutes of the Neighbourhood Plan Steering Group on 30th November 2021.</p> <p>b) Action: - All Town Councillors to look at West Lancashire Borough Council website 'consultation Local Plan' and provide any comments to the clerk by 5th January 2021.</p>
13	<p><u>Burscough Food Bank</u></p> <p>a) Update from the Clerk. To consider that the Town Council provide financial support for 300 leaflets to help advertise the availability of the food bank, which is currently much needed in Burscough.</p>
14	<p><u>Mental Health Issues</u></p> <p>a) Consider making a donation to support residents in Burscough through MIND Lancashire.</p>
15	<p><u>New Policy – Anonymous Communication</u></p> <p>a) To discuss a new policy agreement with reference to anonymous emails.</p>

16 Armistice Parade
a) Report Cllr Bailey.

17 Climate Change
a) Resolve to take forward any climate and environmental ideas reported from the Town Council

18 Website update
a) To consider that the Town Council accept the quotation to update and host the website.

19 Resignation
a) To note the resignation of Roger Bell.

Date of next Town Council Meeting will be held at Burscough Village Primary School, Colburne Close on Wednesday 19th January 2021 starting at 7pm.

Jackie Maguire
Clerk to Burscough Town Council
4th November 2021



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