

Burscough Town Council Meeting
To be held on Wednesday 13th July 2022 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 13th July 2022

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. Receive a presentation from McCarthy Stone regarding preliminary proposals for land off Yew Tree Park, Burscough. *(Max 20 mins)*
5. To consider the co-options of Mr Price and Mr Sargent. *(confidential item member of the public and Borough and County Councillors will be requested to leave the meeting)*
6. 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. (Max 5 mins each resident)*
7. To receive comments from County and Borough Councillors. *(Max 5 mins per Councillor)*
8. To receive any updates from the Police.
9. To approve the minutes of the previous Town Council meeting of the 8th June 2022.
10. Finance
 - a) To resolve to delegate to the Finance Working Group the authority to approve the August 2022 payments and agree a meeting date.
 - b) To note the External Audit is now in process.
 - c) To note the exercise of public rights is under way until 22nd July 2022.
 - d) To approve the schedule of payments at the Town Council meeting of 13th July 2022 and agree authorisers.

Month 4 - Approved July 2022

Folio Ref	Payee	Reference	Description	Online/SO/DD	Amount
54	Petty cash top-up from prev year	Petty Cash	Top up of petty cash from prev year	chq	94.21
55	P&R Electrical Contractors Ltd (prev paid)	Inv 10501	Xmas decs storage (3 wks) 25/05/22 - 14/06/22	O/L	180.00
56	P&R Electrical Contractors Ltd (prev paid)	Inv 10462	Xmas decs storage (17 wks) 01/02/22 - 24/05/22	O/L	1,020.00
57	Lancashire County Council (prev paid)	INV 5200253048	Professional fees re lease at Burscough Interchange	O/L	1,985.40
58	Alpha Business Products	Inv 64797	Photocopier Usage to 01/06/2022	O/L	27.80
59	Yates Playgrounds Ltd	Inv-2027	SPIDS New Lane 31/03/22-24/06/22	O/L	312.00
60	Yates Playgrounds Ltd	Inv-2028	SPIDS Mill Ln & Red Cat Ln 01/04/2022 - 24/06/2022	O/L	499.20
61	Brian Sewell	Inv - Disco	Jubilee Celebrations Music/Disco provision	O/L	180.00
62	pHpc	Inv PHP/B/011/002	Peter Hamilton consultancy services 17/04/2022 & 04/05/2022 re Neighbourhood Plan	O/L	297.50
63	Les Kirk Clocks	Inv BPC6	Annual Clock Maintenance (19/06/2022)	O/L	265.00
64	Sounds Good Ltd	INV000370	IT review report dated 21st June 2022	O/L	250.00
65	Mwinnard Landscapes Ltd	Inv 120	Plant watering June 2022	O/L	2,272.80
66	Mwinnard Landscapes Ltd	Inv 114	Shelter cleaned & Ad Hoc Duties	O/L	1,293.00
67	OPSTA	Ann Subs	Annual OPSTA membership subs until 31/03/2023	O/L	10.00
68	Yates Playgrounds Ltd	INV-2023	Playground Inspection 16.6.22 - Mere Ave	O/L	30.00
69	Yates Playgrounds Ltd	INV-2022	Playground equipment repairs,	O/L	62.40
70	Zurich Municipal	Inv 515366557	Annual liability insurance	O/L	1,460.61
71	Plantscape	Inv 14010912	Summer plant up- hanging baskets & planters	O/L	8,134.80
72	Alpha Business Products	Inv 110741	Set up charge re AlphaScan	O/L	36.00
73	Banks Brass Band	5/6/22	Jubilee Celebration	Chq	300.00
74	Grenke Leasing Ltd	Inv 0000269226/2022	Qrtly fee 01/07/2022-30/09/2022	O/L	159.84
75	Employee 07	Salary June 2022	Salary re June 2022 paid July 2022	SO	1,728.20
76	Employee 08	Salary June 2022	Salary re June 2022 paid July 2022	SO	777.77
77	HMRC	428PH00126651	Tax & NI period ending 05/07/2022	O/L	758.46
78	People's Pension	01/07/2022	Pension re June Salaries 2022	DD	585.03
79	Unity Trust Bank	20422820	Bank Charges 05/03/2022 - 03/06/2022	DD	27.15
80	Unity Trust Bank	Bank Chrgs (prev Year)	Bank Charges up to 05/03/2022 charged on account 31/03/2022	SO	27.30
81	NRE Surveyors	D12007	Office Lease (July 2022)	SO	525.00
82	Michael Moore	Inv 4137	Bench - Mill Lane restained		220.00
83	Employer 07	Expenses	Zoom	O/L	14.39
Total for month					£23,533.86

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Interchange Building

- a) Receive an update from the Chairman and Clerk.
- b) Agree a meeting date for an Interchange Working Group meeting.
- c) Resolve to agree the updated schedule for Insurance of the Interchange

building.

12 Street Scene Working Group

- a) To note the minutes of the Street Scene Working Group of 15th June 2022.
- b) To note the maintenance of the Crabtree Bench has been added to the Ad Hoc duties within the Grounds Maintenance Contract.
- c) Resolve to accept the quotation to upgrade the Christmas Motifs and authorise 50% of the payment in order for them to be made in time for the Christmas season.
- d) To discuss if we would like to run the Best Hanging Baskets and Best Front Garden Competitions, if so, decide on a named Councillor to take the lead and resolve to agree a prize of £100 for the winner and £50 for the runner up in each category.

13 MIND Coaching Support

- a) To note the minutes of the MIND meeting of 20th June 2022.
- b) To receive an update from the Chairman and Clerk.

14 Newsletter and Publicity Working Group

- a) To note the minutes of the Newsletter and Publicity Working Group 14th June and the timeline for distribution.

15 Civic Events

- a) To note the minutes of the Civic Events Working Group of 13th June 2022.
- b) Resolve to pay the remaining cost of the reception to be held at the Hop Vine by the Lathom & Burscough Royal British Legion on Remembrance Sunday.
- c) Resolve to make a donation to the cost of the food for the reception to be held at the Hop Vine by the Lathom & Burscough Royal British Legion.
- d) Resolve to formally invite representatives of the Lathom & Burscough Royal British Legion to the Service commemorating the 100th Anniversary of the Burscough & Lathom War Memorial to be held on the 21st August 2022.

16 Toucan Crossing

- a) To note the recent email from Lancashire County Council.

17 Runnels Brow Bridge

- a) To note the response from Lancashire County Council.

18 Lancashire County Council Parish and Town Council Charter

- a) To note the revised Charter and keep for future reference.

19 Climate Change

- e) Resolve to take forward any climate and environmental ideas reported from the Town Council.

There will be a confidential meeting of the Town Council following this meeting when members of the public, Borough and County councillors will be excluded.

Date of next Town Council Meeting will be held at Burscough Village Primary School, Colburne Close on Wednesday 14th September 2022 starting at 7pm, unless the Town Council decides to hold a meeting in August 2022, to be confirmed at this meeting.

Jackie Maguire
Clerk to Burscough Town Council
7th July 2022



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