

Burscough Town Council Meeting
To be held on Wednesday 12th July 2023 at The Interchange Building, Station Approach, Burscough 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.

Agenda

You are summoned to attend an Ordinary Meeting of the Town Council to be held on Wednesday 12th July 2023

1. Welcome.
(Inform attendees of the fire evacuation procedure)
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. 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)
 - a) To discuss a phone call to the Town Council by a resident who asked if a ramp can be made from the car park to access the canal bank
5. To receive comments from County and Borough Councillors. *(Max 5 mins per Councillor)*
6. To receive any updates from the Police.
7. To approve the minutes of the previous Town Council meeting of the 14th June 2023.
8. Finance
 - a) To note the minutes of the Finance Working Group dated 6th July 2023.
 - b) To note CiL calculations sheet from WLBC for your information
 - c) To note which development sites we have received CiL funding from.
 - d) Resolve to accept the recommendation from the Finance Group to allow £4,551.30 of S106 funds to be used by WLBC for Burscough Richmond AFC grant
 - e) To approve the schedule of payments at the Town Council meeting of the 12th July 2023 and agree authorisers.

**Month 4 - Approved
July 2023**

Folio Ref	Payee	Reference	Description	Online/SO/DD	Amount
70	Scribe	INV-4100	Set up & annual subscription commencing 1 May 2023 of booking system re Mar/Apr/May 2023	On Line	582.00
71	Richardsons	93128	Furniture for Interchange Building	On Line	2,021.14
72	Employee 7	Expenses claim	Zoom Fees (June'23), office keys cut & removal of bookcase	On Line	79.39
73	Alpha Business Products	INV - 72981	Photocopier usage 30/04/23 - 31/05/23	On Line	79.89
74	Alpha Business Products	INV - 72785	scan contract 28/05/23 - 27/06/23	On Line	12.00
75	BT Business	GP01075839/M004AM	Cloud Voice & Broadband re June 2023	On Line	103.90
76	iData Destruction Limited	55458	Confidential shredding - 2 x sacks	On Line	19.20
77	Marigolds	836870770820	Office Cleaning	On Line	62.50
78	Unity Trust Bank	20422820	bank Charges 05/03/2023 - 03/06/2023	DD	29.25
79	Employee 7	Salary June 2023	Salary re June 2023 paid 01/07/2023	SO	1,888.37
80	Employee 8	Salary June 2023	Salary re June 2023 paid 01/07/2023	SO	855.08
81	HMRC	428PH00126651	Tax & NI period ending 05/07/2023	On Line	800.28
82	People's Pension	30/06/2023	Pension re June Salaries 2023	DD	635.92
83	Yates Playgrounds Ltd	INV-2151	Playground Inspection May & June 2023 (Mere Ave)	On Line	60.00
84	Yates Playgrounds Ltd	INV-2157	Supply & fit benches at Interchange Building & replace existing bench at Square Ln A59 Junction	On Line	2,634.00
85	Waste Managed	WM-0000642244	Fortnightly general waste collection June 2023	DD	45.60
86	Motion Signs & Graphics Ltd	INV-89	External & Internal Logo's re Interchange Building	On Line	3,427.20
87	Burley's	INV 14014392	Summer Planters, hanging Baskets etc. 2023	On Line	9,283.02
88	Grenke Leasing Ltd	INV 0000275465/2023	Photocopier lease 01/07/2023-30/09/2023	On Line	159.84
89	Face for Business	INV 71476	Telephone answering service 01/06/23-31/06/23 (16 calls)	On Line	102.00

90	Mwinnard Landscapes Ltd	INV151	Shelters cleaned June 2023 & Ad Hoc duties	On Line	791.25
91	Mwinnard Landscapes Ltd	INV159	Watering of plants in planters June 2023	On Line	2,469.00
92	Alpha Business Products	INV - 73167	Photocopier usage 31/05/23 - 30/06/23	On Line	52.86
93	Alpha Business Products	INV - 73116	scan contract 28/06/23 - 27/07/23	On Line	12.00
Total for month					£26,205.69

9. Interchange Working Group

- a) To note the minutes of the Interchange Working Group dated the 15th June 2023.
- b) Resolve to accept the recommendation from the Interchange Working Group to accept the quote from Greenbarnes Ltd for 3 x Notice Boards
- c) Resolve to accept the recommendation from the Interchange Working Group to accept the quote from M Winnard to clean the outside of the Interchange Building.
- d) To discuss and resolve to accept one of the quotes to clean the windows of the Interchange Building

10 Traffic Issues Working Group

- a) To note the minutes of the Traffic Issues Working Group dated the 20th June 2023.
- b) To note the minutes of the 'Points raised at Chancel Way' meeting at Crompton Development Offices and Mr Crompton's response to the minutes
- c) To note the minutes of the Traffic Issues Working Group dated 29th June 2023
- d) Resolve to make available up to £15,000 from CIL funding to purchase 4 additional solar powered spids to be offset if any grant funding is sourced.
- e) To note the LCC Highways adoption of Heathfields

11 Newsletter and Publicity

- a) To note the minutes of the Newsletter and Publicity Working Group meeting dated 8th June 2023.

12 Miscellaneous Items

- a) Resolve to accept the recommendation from the Finance Working Group to continue to comply with the remuneration Policy and that travel done on behalf of the Town Council has been assessed as the most economical and environmentally friendly.
- b) Resolve to delegate to the Finance Working Group authorisation to

approve the August 2023 payments list and to set a date for the meeting.

- c) Resolve to accept the annual Lord Street clock service visit.
- d) To resolve to pay the invoice received from TotalEnergies for gas consumption for the Interchange Building once all queries have been resolved in Consultation with the Chairman and Vice Chairman.

13 Climate Change

- a) Cllr Derelli to raise any issues the Town Council need to be aware of with regard to Climate Change.

Date of next Town Council Meeting will be held on Wednesday 20th September 2023 starting at 7pm at the Interchange Building.

Jackie Maguire
Clerk to Burscough Town Council
6th July 2023



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