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**Burscough Town Council Meeting**  
**held on Wednesday 18<sup>th</sup> October 2023 at Burscough Town Council Office,**  
**Interchange Building, Station Approach, Burscough starting at 7pm**

Present

Cllr D Moss Vice Chairman  
Cllr B Bailey  
Cllr J Crawford  
Cllr C Dereli  
Cllr N Pollington  
Cllr M Price  
Mrs J Maguire Clerk  
Mrs S Gill Deputy Clerk

**MINUTES**

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| 57. | <u>Welcome</u><br>The Vice Chairman opened the October meeting asking all those in attendance to keep to the agenda. All attendees were informed of the fire evacuation procedure.   |
| 58. | <u>Apologies</u><br>Cllr's Bradley, Horsley, Kennedy, Ouko and Sargent were accepted.  |
| 59. | <u>Disclosure of Pecuniary Interest and Non-Pecuniary Interest</u><br>Cllr Bailey pecuniary interest point 8 folio reference number 162.<br>Cllr Crawford non-pecuniary point 4 (points from members of the public)  |
| 60. | <u>To receive any issues raised by members of the public</u><br>A resident in attendance brought the following issues to the Town Councils attention. He explained that he had bought a house next to a school field 25 years ago. There are football league matches for young people taking place over a weekend. Residents were informed the pitches would be away from the resident's properties. After each session, all the goals would be put away and locked up. This would happen for a week or two, then they are just moved to one side or just quickly dismantled and left by the perimeter fence. There is a sign affixed to the school perimeter fence stating 'Respect' ..... close to this sign after the football was finished. 14 plastic water bottles were counted, abandoned on the grass, numerous more were to be seen. The language used by the opposing team's parents is choice, with families travelling from Lancashire and Liverpool to take part. It was noted and reported that the last two Easter periods have seen full scale 3-day events with teams camped up against residents fencing. Children causing disturbance breaking branches |

and trying to climb on the back of the fence and using the fence as a toilet. This was reported to George Fairbrother (community manager) before the summer holidays. He stipulated that a meeting would be organised but there has been no feedback or changes to behaviours. Rubbish has also been thrown over the fence onto the road and it has been members of Burscough Litter Pickers who have cleaned up the mess. It was reported that the Head Teacher had been contacted but was yet, to respond in conclusion there was no desire to deny children the joy of playing sport and getting much needed exercise. However, the location when used closer than 40 metres to the adjoining neighbours at our end of the field is not appropriate for this level of football activities. The repetitive disturbances and infringements upon our privacy have resulted in severe distress and anxiety. **Action: - Clerk to write to the Head Teacher of Priory Academy, Liverpool County FA and LCC Education Authority and Copy Councillor Pope into all the email.**

Another resident raised a point via a Town Councillor asking for a grant for a Community Responder in Burscough, the Town Council directed the enquiry to our website and to complete a 'Grant Application form'.

61. To receive comments from County and Borough Councillors

Apologies were received from Cllr's Pope, Burnside and Hesketh.

62. Police Report

The Clerk informed the meeting that she had met with PCSO Stephen Edmonson, to further discuss using the Town Council meeting space to host drop-in sessions, when residents can raise queries and meet with officers to obtain advice over certain issues. The Clerk asked for the room hire fee to be waived and suggested providing Fair Trade refreshments. The Town Council felt they could not decide and therefore requested an agenda point to be added regarding this request at the next Town Council meeting. It was also noted that PCSO Steph Morley was retiring early next year and that a replacement had already started with Stephen Edmonson overseeing the mentoring.

63. Previous Minutes of the Full Town Council and Confidential Meeting held on 20<sup>th</sup> September 2023

Cllrs received a copy of the minutes prior to the meeting. **It was resolved that the minutes of the full Town Council and Confidential Meeting dated 20<sup>th</sup> September 2023, were approved.** These were proposed by Cllr Bailey and seconded by Cllr Crawford with a unanimous vote to be duly signed by the Vice Chairman.

64. Finance

a) The minutes of the Finance Working Group dated 10<sup>th</sup> October 2023

were noted.

- b) The grant application from 'Sporting Challenge' was deferred back to the Finance Working Group to be reviewed.
- c) **It was resolved to accept the External Audit Report proposed by Cllr Pollington and seconded by Cllr Price with a unanimous vote.**
- d) The Deputy Clerk informed the meeting folio reference 167 should show as £14.00 and not £12.00 as the VAT had not been added. **It was resolved to approve the schedule of payments at the Town Council meeting of the 18<sup>th</sup> October 2023 proposed by Cllr Pollington and seconded by Cllr Crawford, with a unanimous vote. The authorisers were agreed as Cllr's Crawford and Moss.**

Month 7 - Approved October 2023						
Folio Ref	Date	Payee	Reference	Description	Online/SO/D	Amount
139	26/09/2023	Tide Cleaning Services	BTC 20/09/23	Washing all external windows on Interchange Building	Paid 28/09/23	55.00
140	21/09/2023	Npower Business Solu	IN08472628	Electricity 20/12/22 - 31/12/22	Paid 28/09/23	64.28
141	30/09/2023	Unity Trust Bank	20422820	Bank Charges 04/06/2023 - 03/09/2023	Paid 30/09/23	27.60
142	01/10/2023	Employee 7	Salary September 20	Salary re September 2023 paid 01/10/2023	Paid 02/10/23	1,888.37
143	01/10/2023	Employee 8	Salary September 20	Salary re September 2023 plus Hol cover backpay paid 01/10/2023	Paid 02/10/23	1,008.66
144	01/10/2023	HMRC	428PH00126651	Tax & NI period ending 05/10/2023	On Line	898.49
145	01/10/2023	People's Pension	01 September 2023	Pension re September Salaries 2023	DD	635.92
146	02/10/2023	Mrs E Hawksby (FairTrad	Number 1	Tea, coffee & biscuits for the Office	On Line	15.05
147	01/10/2023	Marigolds	0836870770841	Office Cleaning 5eoptember 2023	On Line	100.00
148	22/09/2023	Grenke Leasing Ltd	122021066	Photocopier lease 01/10/2023-31/12/2023	On Line	159.84
149	01/10/2023	Face for Business	INV 73690	Telephone answering service 01/09/23-30/09/23 (13 calls)	On Line	102.00
150	25/09/2023	Yates Playgrounds Ltd	INV-2197	Playground Inspection September 2023 (Mere Ave)	On Line	30.00
151	02/10/2023	Yates Playgrounds Ltd	INV-2199	SPIDS Mill Ln & Red Cat Ln 07.07.23 - 29.09.23	On Line	561.60
152	02/10/2023	Yates Playgrounds Ltd	inv-2200	SPIDS New Lane 07.07.23 - 29.09.23	On Line	390.00
153	29/09/2023	Shaw Savage Business S	IN00069373	Diaries 2024	On Line	3.24
154	01/10/2023	Sounds Good Ltd	INV000580	Annual Website maintenance & Support package (Pd annually in advance)	On Line	970.00
155	05/10/2023	Sounds Good Ltd	INV000585	PA System for Ringtail Service & Remembrance Sunday	On Line	250.00
156	02/10/2023	Defib Machines Ltd	INV 67086	Annual lease of defib machines	On Line	876.00
157	02/10/2023	Defib Machines Ltd	INV 67087	Annual lease of defib cabinets	On Line	876.00
158	06/10/2023	illumidex UK Ltd	INV BURSC001	Crowd barriers for Xmas decs	On Line	460.80
159	06/10/2023	illumidex UK Ltd	INV BURSC002	Christmas wreath, supply, test, install & store	On Line	444.00
160	06/10/2023	illumidex UK Ltd	INV BURSC003	10 x trees replacement of tree ties & conduit	On Line	1,449.60
161	06/10/2023	illumidex UK Ltd	INV BURSC004	Christmas decorations/lights for Xmas Tree	On Line	3,018.00
162	03/10/2023	Cllr B Bailey	Expenses claim	B50% broadband & mobile expenses (6mths)	On Line	86.22
163	25/09/2023	Employee 7	Expenses claim	Zoom fees(Sept'23), Wreaths & contribution to glasses	On Line	275.36
164	06/10/2023	Employee 7	Expenses claim	50% Mobile Phone charges May - Oct 2023	On Line	191.24
165	12/10/2023	Mwinnard Landscapes L	INV 175	Watering of plants in planters August 2023	On Line	1,558.00
166	12/10/2023	Mwinnard Landscapes L	INV 176	Watering of plants in planters September 2023	On Line	1,558.00
167	30/09/2023	Alpha Business Products	INV 74842	Scan contract 28/09/23 - 27/10/23	On Line	12.00
168	30/09/2023	Alpha Business Products	INV 75089	Photocopier usage 31/08/23 - 30/09/23	On Line	75.77
		<b>Total for month</b>				<b>£18,041.04</b>

65.

Interchange Working Group

- a) The points raised on the defects list with the Project Managers were noted.

	<p>b) <b>It was resolved to accept the quotation from Ace Doors to install internal handles to the front doors of the Interchange Building, proposed by Cllr Bailey and seconded by Cllr Dereli with a unanimous vote.</b></p> <p>c) The correspondence from the Valuation Office was noted.</p>
66.	<p><u>Traffic Issues Working Group</u></p> <p>a) The minutes of the Traffic Issues Working Group dated the 25<sup>th</sup> September 2023 were noted.</p>
67.	<p><u>Street Scene Working Group</u></p> <p>a) The minutes of the Street Scene Working Group dated 27<sup>th</sup> September 2023 were noted.</p> <p>b) <b>It was resolved to accept the quotation from Illumidex to re wrap the tree lights on the bridge – Canal side opposite the wharf at a cost of £1125, proposed by Cllr Pollington and seconded by Cllr Price.</b></p> <p>c) <b>It was resolved to accept the quotation from Illumidex to carry out visual checks on the tree lights and cables within the village at a cost of £700 per annum, proposed Cllr Crawford and seconded Cllr Pollington, with a unanimous vote.</b></p>
68.	<p><u>Civic Events</u></p> <p>a) The minutes of the Civic Events Working Group dated 9<sup>th</sup> October 2023 were noted.</p> <p>b) <b>It was resolved to provide immediate funding of a one-off amount of £100 for food at the Stanley Club after the Remembrance Service at the Burscough and Lathom Cenotaph on Sunday 12<sup>th</sup> November 2023, proposed by Cllr Pollington and Seconded by Cllr Price with a unanimous vote.</b></p> <p>c) The Remembrance Services throughout West Lancashire were noted.</p>
69.	<p><u>Climate Change</u></p> <p>a) The minutes of the Climate Action Working Group dated 3<sup>rd</sup> October 2023 were noted. Cllr Dereli asked the meeting if material can be passed to the clerk to send out letters and emails, this was noted.</p>
70.	<p><u>Update to Crabtree Lane Drainage System</u></p> <p>a) It was noted that the gullies had now been connected to the culvert and the works were now complete.</p>

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**Meeting closed 8.23pm.**

The next Town Council meeting will be held on the 3<sup>rd</sup> Wednesday of the month which falls on the 15<sup>th</sup> November 2023 starting 7pm at Burscough Town Council Offices, Interchange Building, Station Approach, Burscough L40 0RZ.