

**Burscough Town Council Meeting**  
**To be held on Wednesday 20<sup>th</sup> March 2024 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 20<sup>th</sup> March 2024*

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)*
5. To receive comments from County and Borough Councillors. *(Max 5 mins per Councillor)*
6. To receive any updates from the Police.  
a) To note Response from PC Dave Fairclough, Community Beat Manager
7. To approve the minutes of the previous Town Council meeting and the confidential Town Council Meeting of the 21<sup>st</sup> February 2024.
8. Finance
  - a) Resolve to appoint an Internal Auditor for the financial year of 2023 / 2024.
  - b) To approve the schedule of payments at the Town Council meeting of the 20<sup>th</sup> March 2024 and agree authorisers.

Folio Ref	Payee	Reference	Description	Online/SO/DD	Amount
275	Waste Managed	INV WM-0000962030	Fortnightly general waste collection February 2024	DD-Pd 28/02/2024	45.60
276	Unity Trust Bank	Statement 63	Bank Charges 05/12/2023 - 04/03/2024	DD-Pd 31/01/24	28.80
277	Hedgehogs R US	Inv Ref00710	Purchase 1 box of 50	On Line Pd	157.50

			Hedgehog Highway Tunnels	(6/3/24)	
278	iData Destruction Limited	Inv 59842	Collection & Shredding 3 x sacks confidential waste	On Line	21.42
279	Yates Playgrounds Ltd	Inv 2245	playground Inspection February 2024 (Mere Ave)	On Line	30.00
280	Tide Cleaning Services	Inv 20/02/24 po196	Washing all external windows on Interchange Building	On Line	55.00
281	Mwinnard Landscapes Ltd	INV 187	Park & raised beds planting & maintenance	On Line	3,715.00
282	People's Pension	01-Mar-24	Pension re February salaries 2024	DD-Pd 04/03/24	672.41
283	Employee 7	Salary February 2024	Salary re February 2024 paid 01/03/2024	SO-Pd 01/03/24	1,970.89
284	Employee 8	Salary February 2024	Salary re February 2024 paid 01/03/2024	SO-Pd 01/03/24	1,440.25
285	HMRC	428PH00126 651	Tax & NI period ending 05/03/2024	On Line	1,248.66
286	Shaw Savage Business Services Ltd	IN00070357	Headphones for Hearing loops	On Line	21.48
287	North West Linux	Inv 13253	One drive issues repair, laptops updated & phones investigated	On Line	252.00
288	Yates Playgrounds Ltd	INV-2244	Supply & Install signs re herb gardens	On Line	144.00
289	Alpha Business Products	INV 77685	Photocopier usage 31/12/23 - 31/01/24	On Line	58.60
290	Alpha Business Products	INV 77269	Scan contract 28/01/24 - 27/02/24	On Line	12.00
291	Alpha Business Products	INV 78003	Photocopier usage 31/01/24 - 29/02/24	On Line	24.17
292	Alpha Business Products	INV 77774	Scan contract 28/02/24 27/03/24	On Line	12.00
293	Clr B Bailey	Expenses claim	50% broadband & mobile expenses (6mths)	On Line	86.22
294	Employee 7	Expenses claim	Zoom Fees Feb 2024	On Line	15.39
295	Top Trophies North	Xmas Comp	Engraving of the shield re Xmas window competition (2023)	On Line	12.00
296	Npower Business Solutions	IN09926612	Electricity costs February 2024	On Line	314.39
	<b>Total for month</b>				<b>£10,337.78</b>

9. Newsletter & Publicity Working Group

- a) To note the minutes of the Newsletter and Publicity Working group dated 29<sup>th</sup> February 2024.
- b) To resolve to agree the media campaign 'Did you Know'

10. Traffic Issues Working Group

- a) To note the minutes of the Traffic Issues Working Group dated 26<sup>th</sup> February 2024.
- b) Resolve to accept the quotation for additional lithium batteries for the Speed Indicator Devices.
- c) Resolve to agree possible dates and attendees to discuss car parking and traffic with WLBC.

11 Street Scene Working Group

- a) Resolve to accept the quotation to install stab/bleed cabinet (inside the kiosk on the A59), 2 x notice boards and bench. (outside the Interchange building)
- b) Resolve to accept the quotation for a new flagpole plus installation at Ringtail Memorial site.
- c) Resolve to accept one of two quotations for the floral displays within the village over the summer period.

12 Media Screen

- a) Resolve to consider the amended quotation for a media screen and web cam.

13 Climate Change Working Group

- a) To note the minutes of the Climate Change Working Group minutes dated 5<sup>th</sup> March 2024.

14 West Lancashire Local Plan Development Scheme

- a) To note the timetable provided by WLBC regarding the Local Plan Development Scheme.
- b) Discuss the possible appointment of a planning consultant to advise TC on our input into the new Local Plan and also the development of our own Neighbourhood Plan

15 Flood Group

Discuss a way forward following the resignation of the Flood group Secretary.

16 Gifted Land

To Note the Solicitors Response regarding the gifted Land – Moss Lane

17 WLBC draft Housing Strategy 2024-2029

Discuss the Town Council response to WLBC draft Housing Strategy 2024 - 2029

Date of next Town Council Meeting will be held on Wednesday 17<sup>th</sup> April 2024 starting at 7pm at the Interchange Building.

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Jackie Maguire  
Clerk to Burscough Town Council  
14<sup>th</sup> March 2024