

## Burscough Town Council Meeting

### To be held on Wednesday 17<sup>th</sup> April 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 17<sup>th</sup> April 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)*
  - Mr Millington-Tesco Car Park.
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 20<sup>th</sup> March 2024.
8. Finance
  - a) To approve the schedule of payments at the Town Council meeting of the 17<sup>th</sup> April 2024 and agree authorisers.

#### Month 1 - Approved April 2024

Folio Ref	Inv Date	Payee	Reference	Description	Online/SO/DD	Amount
1	25/03/2024	Waste Managed	INV WM-0001004629	Fortnightly general waste collection March 2024	DD-Pd 28/03/2024	45.60
2	20/03/2024	Wave	Inv 13320423	Water Bill re March 2024 less Cr note from previous year	On Line	2.62
3	01/04/2024	Wave	Inv 13371693	Water/Sewerage re 01/04/2024 - 19/06/2024	On Line	112.47
4	28/03/2024	Shaw Savage Business	INV00070633	Copier Paper & files	On Line	95.48

		Services Ltd				
5	22/03/2024	Grenke Leasing Ltd	Inv 00001750 03/2024	Photocopier lease 01/04/2024-30/06/2024	On Line	159.84
6	01/04/2024	HMRC	428PH0012 6651	Tax & NI period ending 05/04/2024	On Line	886.07
7	01/04/2024	Employee 7	Salary re March 2024	Salary re March 2024 paid 01/04/2024	SP-Pd 01/04/2024	1,970.89
8	01/04/2024	Employee 8	Salary re March 2024	Salary re March 2024 paid 01/04/2024	SP-Pd 01/04/2024	902.18
9	27/03/2024	Speedy Electrical	INV - 031	Installation of outside electrical box for elec supply to Xmas tree lights safety	On Line	180.00
10	01/04/2024	People's Pension	01-Apr-24	Pension re March salaries 2024	DD-Pd 04/04/2024	672.41
11	03/04/2024	Marigolds	INV 083687077 079	Office Cleaning February & March 2024	On Line	175.00
12	09/04/2024	LALC	Inv 2425142	NALC & LALC annual subsription 01/04/24 - 31/03/25	On Line	1,098.92
13	06/04/2024	Npower Business Solutions	IN1022715 5	Electricity costs re March 2024	On Line	195.08
14	11/04/2024	Employee 7	Expenses Claim	Zoom Fees Mar & Apr'24/50% Mobile costs Nov'23-Mar'24/CANVA subs 1yr from Mar'24	On Line	244.24
15	31/03/2024	Alpha Business Products	INV 78554	Photocopier usage 29/02/24 - 31/03/24	On Line	53.03
16	31/03/2024	Alpha Business Products	INV 78482	Scan contract 28//03/24 - 27/04/24	On Line	12.00
17	11/04/2024	Tide Cleaning Services	Inv 11/04/24 po196	Washing all external windows on Interchange Building	On Line	55.00
18	10/04/2024	BT Business	GP0107 5839/Q013 2Z	Cloud Voice & Broadband re January 2024 - March 2024 (3 Mths)	On Line	445.84
		total for month				<b>£7,306.67</b>

9.

### Street Scene Working Group

- a) To note the minutes of the Street Scene Working Group dated 9<sup>th</sup> April 2024.
- b) Resolve to approve the scheme for a circular bench and planter and allocate budget resource.
- c) To note the letter sent to Illumidex and the response regarding the Lighting Contract.
- d) To consider the request from The Friends of Burscough Stations to remove planters on the station platform.

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### Traffic Issues Working Group

- a) To note the minutes of the Traffic Issues Working Group dated 26<sup>th</sup> March 2024.
- b) To discuss responsibility and how the data will be downloaded from the Speed Indicator devices.

11	<p><u>Newsletter &amp; Publicity Working Group</u></p> <p>a) To note the minutes of the Newsletter and Publicity Working group dated 2<sup>nd</sup> April 2024.</p>
12	<p><u>Burscough Parish Neighbourhood Plan and West Lancashire Borough Councils Local Plan</u></p> <p>a) To note the information gathered by the Clerk from a Planning Consultant.</p> <p>b) Resolve to agree a scope of works or delegate to a working group.</p>
13	<p><u>HMS Ringtail Interpretation Boards</u></p> <p>a) To note the ideas provided by Michael Dawson for Interpretation boards at the Ringtail memorial.</p> <p>b) To consider if this is a scheme the Town Council wishes to support through the grant application scheme.</p>
14	<p><u>Cantilever Bus Shelter – Abbey Lane Development</u></p> <p>a) To note the information provided by the developer at this site for a new bus shelter.</p>
15	<p><u>Defibrillator Training</u></p> <p>a) To note the Town Council had hosted defibrillator training at the Interchange Building which had been successful with 18 people attending.</p>
16	<p>To note the resignation of Gary Sargent.</p>
<p>Date of next Town Council Meeting will be held on Wednesday 15<sup>th</sup> May 2024 starting at 7pm at the Interchange Building, prior to this meeting there will be an Annual Town Council Meeting stating at 6:30pm</p>	
<p>Jackie Maguire Clerk to Burscough Town Council 11<sup>th</sup> April 2024</p>	

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