
Burscough Town Council Meeting
held on Wednesday 17th July 2024 at Burscough Town Council Office,
Interchange Building, Station Approach, Burscough starting at 7pm

Present

Cllr B Kennedy Mayor
Cllr D Moss Deputy Mayor
Cllr S Bradley
Cllr J Crawford
Cllr C Dereli
Cllr J Horsley
Cllr M Price
Cllr S Purple
Jackie Maguire Clerk
Sheila Gill Deputy Clerk

MINUTES

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| 34. | <u>Welcome</u> The Mayor opened the July meeting with a warm welcome, a particular welcome was noted to Cllr Purple who was attending her first Town Council meeting after her co-option. All attendees were informed of the fire evacuation procedure. |
| 35 | <u>Apologies</u> Cllr's Ouko and Pollington were accepted. |
| 36. | <u>Disclosure of Pecuniary Interest and Non-Pecuniary Interest</u> None. |
| 37. | <u>Leeds and Liverpool Canal – 250th Anniversary Commemoration</u> Cancelled due to James Long Engagement Manager for Canal and River Trust being unavailable. |
| 38. | <u>Consider the co-option of Jack Williams and Victor Sheedy</u> It was resolved to co-opt Jack Williams and Victor Sheedy on to the Town Council, Ward to be decided, proposed by Cllr Crawford and seconded by Cllr Horsley with a unanimous vote. Cllr Williams has indicated to join: - Planning and Footpath Committee, Climate Change and Traffic Issues Working Groups. Cllr Sheedy indicated to join: - Planning and Footpath Committee and Civic Events. |
| 39. | <u>To receive any issues raised by members of the public.</u> |

There were two residents in attendance, they made no comments.

40. To receive comments from County and Borough Councillors
None were present due to a meeting clash.

41. Police Report

The crime statistics were noted. The Clerk informed Councillors in attendance to consider joining 'In the Know' which once joined informs via email interesting points provided by Lancashire Constabulary.

<https://www.stayintheknow.co.uk>

42. Previous Minutes of the Full Town Council meeting and the Confidential Town Council meeting held on 19th June 2024

Cllrs received a copy of the minutes prior to the meeting. **It was resolved that the minutes of the full Town Council meeting and the Confidential Town Council meeting dated 19th June 2024, were approved.** These were proposed by Cllr Horsley and seconded Cllr Moss with a unanimous vote to be duly signed by the mayor.

43. Finance

- a) **It was resolved to accept the Internal Audit report from Ian Wright at CVS, proposed by Cllr Crawford and seconded by Cllr Kennedy with a unanimous vote.**
- b) **It was resolved to close the petty cash system down and donate the outstanding balance of £14.77 to Burscough Food Bank, proposed by Cllr Bradley and seconded by Cllr Price with a unanimous vote. Action: - Clerk to make amendments to the Financial Regulations to remove the petty cash system and add the multipay card.**
- c) **It was resolved to approve the schedule of payments at the Town Council meeting of the 17th July 2024 proposed by Cllr Moss and seconded by Cllr Horsley, with a unanimous vote. The authorisers were agreed as Cllr's Moss and Kennedy.**

Month 4 - Approved July 2024

| Folio Ref | Invoice Date | Payee | Reference | Description | Payment Method | Amount |
|-----------|--------------|---------------------------|-----------------------|--|---------------------|----------|
| 53 | 31/05/2024 | OPSTA | Annual Renewal BTC | Annual renewal until 13/05/25 | On Line | 10.00 |
| 54 | 19/06/2024 | Yates Playgrounds | INV-2276 | Playground Inspections June 2024 | On Line | 30.00 |
| 55 | 09/07/2024 | Yates Playgrounds | INV-2284 | Playground Inspections July 2024 | On Line | 30.00 |
| 56 | 09/07/2024 | Tide Cleaning Services | Inv 08/07/2024 | External window cleaning at Interchange Building | On Line | 55.00 |
| 57 | 01/07/2024 | HMRC | 428PH00126651 | Tax & NI period ending 05/07/2024 | On Line | 877.43 |
| 58 | 01/07/2024 | Employee 7 | Salary re June 2024 | Salary re June 2024 paid 01/07/2024 | SO-Pd 01/07/2024 | 2,076.15 |

| | | | | | | |
|------------------------|------------|--------------------------------|---------------------|---|------------------|------------------|
| 59 | 01/07/2024 | Employee 8 | Salary re June 2024 | Salary re June 2024 paid 01/07/2024 | SO-Pd 01/07/2024 | 918.09 |
| 60 | 01/07/2024 | People's Pension | 01-Jul-24 | Pension re June salaries 2024 | DD-Pd 02/07/2024 | 687.81 |
| 61 | 15/06/2024 | Waste Managed | WM-0001148890 | Fortnightly general waste collection June 2024 | DD-Pd 28/06/2024 | 50.40 |
| 62 | 03/07/2024 | Marigolds | Inv 083687077910 | Office Cleaning June 2024 | On Line | 100.00 |
| 63 | 29/06/2024 | Elliots Electrical Contractors | Inv-4839 | Supply & Install new flood light | On Line | 259.08 |
| 64 | 22/06/2024 | Grenke Leasing Ltd | INV 0000288633/2024 | Photocopier lease 01/07/2024-30/09/2024 | On Line | 159.84 |
| 65 | 30/06/2024 | Mwinnard Landscapes Ltd | INV 199 | Watering of planters May & June 2024 | On Line | 2,230.50 |
| 66 | 05/07/2024 | Npower Business Solutions | IN011044631 | Electricity costs re June 2024 | On Line | 106.23 |
| 67 | 10/07/2024 | Employee 8 | Expenses claim | Postage, mileage, refreshment salary not paid April | On Line | 15.67 |
| 68 | 10/07/2024 | Employee 7 | Expenses claim | Zoom Fees July & mileage | On Line | 42.59 |
| 69 | 03/07/2024 | Unity Bank | Multipay fee | Multipay Setup Fee | DD-Pd 03/07/2024 | 50.00 |
| 70 | 3/7/2024 | BT Broadband | GP010758390141 | July – Sept 2024 | | 341.82 |
| Total for month | | | | | | £8,040.61 |

44.

Traffic Issues Working Group

- a) The minutes of the Traffic Issues Working Group dated 8th July 2024 were noted.
- b) **It was resolved to decline the request from the resident on New Lane to be gifted one of the old SPIDs see minutes for reasoning, proposed by Cllr Crawford and seconded by Cllr Bradley with a unanimous vote.**
- c) **It was resolved to dispose of the old SPIDs and remove from the asset register, proposed by Cllr Kennedy and seconded by Cllr Moss with a unanimous vote.**

45.

Street Scene Working Group

- a) The minutes of the Street Scene Working Group dated 18th June 2024 were noted.
- b) **It was resolved to agree the Community Notice Board Policy proposed by Cllr Purple and seconded by Cllr Horsley with a unanimous vote.**

46.

Police and Crime Plan Public Consultation

- a) It was agreed for individual councillors to complete the public consultation documentation as circulated from Clive Grunshaw Police Crime Commissioner.

47.

Community Infrastructure Funding Program

- a) The correspondence was noted from WLBC seeking views from the

Town Council regarding the framework for CIL funding projects.
b) The Town Council discussed the questions on the consultation form and agreed their input. **Action: - Clerk to complete and return to WLBC.**

Meeting closed at 8:38pm

The next Town Council meeting will be held on Wednesday 21st August 2024 starting at 7pm at Burscough Town Council Offices, Interchange Building, Station Approach, Burscough L40 0RZ.