

Burscough Town Council Meeting
To be held on Wednesday 16TH October 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 16TH October 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 the presentation from Ian Wright, Community Engagement Officer, Treescapes Project, Lancashire County Council. (maximum time 20 minutes)
5. *Consider the Co-option of David Fairclough.* (this is a confidential matter, all public and Borough and County Councillors will be exempt)
6. 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)
7. To receive comments from County and Borough Councillors. (Max 5 mins per Councillor)
8. To receive any updates from the Police.
 - Note 'Our News' from Neighbourhood Watch.
9. To approve the minutes of the previous Town Council meeting of the 18th September 2024.
- 10 **Finance**
 - a) To approve the schedule of payments at the Town Council meeting of the 16th October 2024 and agree authorisers.

o Ref	Inv Date	Payee	Reference	Description	Online/S O/DD	Amount
111	15/09/2024	Waste Managed	WM-0001292482	Fortnightly general waste collection Septemb	DD Pd 30/9	50.40
112	16/09/2024	PKF Littlejohn LLP	SB20242162	External Audit	On Line	1,638.00
113	20/06/2024	Sefton Council for Voluntary Servi	INV 9703	Internal Audit	On Line	93.75
114	01/10/2024	Sounds Good Ltd	INV000730	Website Maintenance annually in advance from 16/11/2024	On Line	1,090.00
115	27/09/2024	Ace Shelters	INV 1906	by Booth's	On Line	4,266.00
116	27/09/2024	Ace Shelters	INV 1907	Supply & Install Logos for 3 x bus shelters	On Line	252.00
117	31/08/2024	Alpha Business Products	INV 81406	Scan contract 28/08/24 - 27/09/24	On Line	12.00
118	31/08/2024	Alpha Business Products	INV 82012	Photocopier usage 31/07/2024 - 31/08/2024	On Line	63.54
119	30/09/2024	Alpha Business Products	INV 82035	Scan contract 28/09/24 - 27/10/24	On Line	12.00
120	30/09/2024	Alpha Business Products	INV 82012	Photocopier usage 31/08/2024 - 30/09/2024	On Line	25.40
121	24/09/2024	Marigolds	Inv 083687077053	Office Cleaning July, August & September 2024	On Line	325.00
122	30/09/2024	Newton Newton Flag & Banner Ma	INV SI-4221	Parade union flag with fringe,velcro ties, & lea	On Line	414.00
123	01/10/2024	HMRC	428PH00126651	Tax & NI period ending 05/10/2024	On Line	869.27
124	01/10/2024	People's Pension	01-Oct-24	Pension re September salaries 2024	DD Pd	687.81
125	01/10/2024	Employee 7	Salary re September 2	Salary re September 2024 paid 01/10/2024	SO Pd 01/1	2,076.15
126	01/10/2024	Employee 8	Salary re September 2	Salary re September 2024 paid 01/10/2024	SO Pd 01/1	904.36
127	01/10/2024	Employee 9	Salary re September 2	Salary re September 2024 paid 01/10/2024	Paid 02/10/	264.64
128	02/10/2024	iData Destruction Ltd	INV 65222	Confidential shredding	On Line	28.62
129	03/09/2024	Unity Trust Bank	Statement 071	Bank Charges 04/06/2024 - 03/09/2024	DD-Pd 30/9	27.30
130	30/09/2024	Unity Trust Bank	Statement 072	Bank Charges 04/09/2024 - 30/09/2024	DD-Pd 31/9	8.25
131	01/10/2024	Employee 7	Expenses Claim	Zoom Fees Oct 2024 & 50% mobile phone fee	On Line	170.44
132	23/09/2024	Unity Multipay card	Unity/Multipay Sept	balance re Usage of multipay card Aug/Sept 2	DD Pd 23/9	67.70
133	05/10/2024	Npower Business Solutions	IN11696178	Electricity costs re September 2024	On Line	157.28
134	07/10/2024	Defib Machines Ltd	INV 70492	Lease of Defib Machines Manor Rd & Richm	On Line	876.00
135	07/10/2024	Defib Machines Ltd	INV 70493	Lease of Defib heated cabinets Manor Rd & R	On Line	876.00
136	01/10/2024	Grenke Leasing Ltd	INV0000400717/2024	Photocopier lease 01/10/2024-31/12/2024	On Line	159.84
137	05/10/2024	Michael Moore	INV 4261	Redecoration bench on Higgins Lane	On Line	230.00
138	07/10/2024	Cllr B Bailey	Expenses claim	Replacement flagpole for HMS Ringtail	On Line	37.71
		Total for month				£15,683.46

b) To note the payments made by the multipay card.

Burscough Town Council Expenses Form (Multipay Card)

Date	Description of Expenditure	Person who used card	Total £'s
25/07/2024	Test room booking system	J Maguire	£10.00
24/07/2024	Cycle lock for bin store	J Maguire	£9.99
23/08/2024	Lloyds Monthly fee	Direct Debit	£3.00
29/08/2024	Bedding Plants	J	£6.50

		Maguire	
28/08/2024	Postage Land Registry document	J Maguire	£3.80
29/08/2024	Bubble wrap for flag pole postage	T Hyett	£11.97
03/09/2024	Outdoor broom & dustpan & brush	T Hyett	£19.44
09/09/2024	Lloyds Monthly fee	Direct Debit	£3.00
	Total		£67.70

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Street Scene Working Group

- a) To note the minutes of the Street Scene Working group dated 8th October 2024.
- b) Resolve to agree the quotation for a real Christmas Tree and associated lighting at the Memorial Gardens.
- c) Resolve to agree the quotation for a large star, sandbags metal bar during the Christmas lighting festivities.
- d) Resolve to ask for volunteers from Councillors partners to judge the Christmas window competition.
- e) Resolve the winner's prize of £100 with the runner up receiving £50 for the Christmas Window Competition.

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Traffic Issues Working Group.

- a) To note the minutes of the Traffic Issues working group dated 7th October 2024.
- b) Resolve to agree the proposals to pursue improved road safety on Flax Lane in Burscough and Lathom with LCC and ask for support from Lathom Parish Council.

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Civic Events Working Group

- a) To note the minutes of the Civic Events working group dated 30th September 2024.
- b) Resolve to agree the Standards Bearer Disclaimer.
- c) Request from the Civic Events Working Group to ask for volunteers to read names of the fallen from World War 2 and Afghanistan at the Service of Remembrance on Sunday 10th November 2024.

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Climate Change Working Group

- a) To note the minutes of the Climate Change working group dated 26th September 2024.
- b) To note the remit of the aims of the climate change working group and offer any suggestions for existing groups/projects within the local community where the Climate group may get involved or assist with.

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- 15 To note details of the Leeds Liverpool Canal celebrating 250 years on Saturday 19th October 2024.
 - 16 Report back from Scarisbrick Parish Council meeting with MP regarding flooding.
 - 17 To note Town Councillor Bailey is working with LCC regarding the Parish and Town's Charter.
 - 18 To note request from Dial a Ride for volunteers to be co-opted onto their committee.

Date of next Town Council Meeting will be on Wednesday 20th November 2024 starting at 7pm at the Interchange Building.

Jackie Maguire
Clerk to Burscough Town Council
10th October 2024



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