

**Burscough Town Council Meeting**  
**To be held on Wednesday 20<sup>th</sup> November 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> November 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.
  - Note 'Our News' from Neighbourhood Watch.
  - Latest 'In the know' data.
7. To approve the minutes of the previous Town Council meeting of the 16<sup>th</sup> October 2024.
8. Finance
  - a) To note the minutes of the Finance Working Group dated 14/11/2024
  - b) To resolve to accept External Auditors Report
  - c) To resolve to pay retention money to CBES as soon as a VAT invoice is received
  - d) To approve the schedule of payments at the Town Council meeting of the 20<sup>th</sup> November 2024 and agree authorisers.

Month 8 - Approved November 2024						
Folio Ref	Inv Date	Payee	Reference	Description	Online/SO/DD	Amount
139	15/10/2024	Waste Managed	WM-0001339800	Fortnightly general waste collection October 2024	DD Pd 28/10/2024	50.40

140	30/09/2024	BT Business	GP001075839/ Q015AG	Cloud Voice & Broadband re Oct 2024 - Dec 2024 (3 Mths)	On Line (Pd prev mth)	343.63 343.63
141	23/10/2024	Unity Multipay card	Unity/Multipay Oct	balance re Usage of multipay card Asept/Oct 2024	DD Pd 23/10/2024	109.89
142	11/11/2024	Information Commissioners Office	Annual Fee	Annual fee re Data control	DD Pd 11/11/2024	35.00
143	20/10/2024	Wave	Inv 14207915	Water charges 20/10/2024 - 19/01/2025	On Line	129.34
144	01/11/2024	People's Pension	01-Oct-24	Pension re October salaries 2024	DD Pd 28/10/2024	687.81
145	01/11/2024	HMRC	428PH0012665 1	Tax & NI period ending 05/11/2024	On Line	869.47
146	01/11/2024	Employee 7	Salary re October 2024	Salary re October 2024 paid 01/11/2024	SO Pd 01/10/24	2,076.15
147	01/11/2024	Employee 8	Salary re October 2024	Salary re October 2024 paid 01/11/2024	SO Pd 01/10/24	904.36
148	01/11/2024	Employee 9	Salary re October 2024	Salary re October 2024 paid 01/11/2024	SO Pd 01/10/24	264.64
149	24/10/2024	Shaw Savage Business Services Ltd	IN00071863	A4 paper/Diaries/whiteboard kit	On Line	104.93
150	04/11/2024	SSSystems	INV 41558	CCTV, Fire & Intruder Alarm annual maintenance	On Line	1,466.40
151	27/10/2024	TreeKings	INV 1454	Hornbeam Trees 50% reduction x 8/Remove all waste	On Line	1,280.00
152	07/11/2024	Npower Business Solutions	IN11922332	Electricity costs re October 2024	On Line	213.52
153	16/10/2024	Illumidex UK Ltd	Inv Burstr001	Remove lights from 3 trees & re-wrap 2 trees	On Line	1,275.00
154	31/10/2024	Alpha Business Products	INV 82670	Photocopier usage 30/09/2024 - 31/10/2024 & Scan contract 28/10/24 - 27/11/24	On Line	124.36
155	24/10/2024	Employee 9	Mileage Claim	Mileage claim re Sept & Oct 2024	On Line	13.95
156	08/11/2024	Yates Playgrounds	INV-2325	Playground Inspections October 2024	On Line	30.00
157	11/11/2024	Ventbrook Ltd	INV 41334	Traffic Management for Remembrance Parade	On Line	2,088.00
158	10/11/2024	Skelmersdale Prize Band	INV...10/11/24	Marching Band for the Remembrance Parade	On Line	400.00
159	14/11/2024	127 Media	INV 100691	Poster designs re Xmas window Comp & Job Vacancy	On Line	67.50
160	14/11/2024	Cllr B Bailey	Expenses Claim	Mileage & Medical aid for remembrance Parade/Armistice Day	On Line	412.65
		<b>Total for month</b>				<b>£12,947.00</b>

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

Date	Description of Expenditure	Person who used card	Amount £'s
20/09/24	Door open/close	Tony Hyett	5.99

	sign for glass doors		
23/09/24	Teabags, milk, biscuits, flowers leavers present for cleaner	Jackie Maguire	18.34
23/09/24	Postage to Newton's re flag bearers belt	Jackie Maguire	4.59
24/09/24	Fire warden training re Caretaker	Jackie Maguire	18.00
24/09/24	3 x Poppy Wreaths	Jackie Maguire	59.97
23/10/24	Lloyds Monthly fee	DD Unity Bank	3.00
	<b>TOTAL</b>		<b>109.89</b>

9. Civic Events Working Group

- a) To note the minutes of the Civic Events Working Group dated 29<sup>th</sup> October 2024.
- b) Feedback from the Remembrance Services from Sunday 10<sup>th</sup> November and Monday 11<sup>th</sup> November 2024.

10. Traffic Issues Working Group.

- a) To note the minutes of the Traffic Issues working group dated 12<sup>th</sup> November 2024.
- b) To resolve that the letter to the resident regarding parking concerns on Manor Road is agreed to be sent out on behalf of Burscough Town Council

11. Climate Change Working Group

- a) To note the minutes of the Climate Change working group dated 17<sup>th</sup> October 2024.
- b) To note the minutes of the Climate Change working group dated 05<sup>th</sup> November 2024.
- c) To note amended remit from Climate Change Working Group

12. Bus Shelter

- a) To note that the bus shelter on the A59 opposite the Care Home has been demolished by a 'hit and run driver'.
- b) To note correspondence from Zurich Insurance company.
- c) To resolve to agree acceptance of the settlement from Zurich Insurance Company.

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- 13 Co-Option Policy  
a) To resolve to accept the Co-option of new Town Councillors Policy.  
b) To note the Seven Principles of Public Life.
- 14 To note responses from Ashley Dalton MP and continued operation of the Alt Crossens pumping station.
- 15 To note the fire alarm, emergency lighting and access control contract has been renewed from the end of November 2024.
- 16 To consider a response from Burscough Town Council with regard to the Community Infrastructure Consultation.
- 17 To consider a response from Burscough Town Council regarding Remote Meeting access.
- 18 To consider a response from Burscough Town Council regarding consultation with WLBC regarding Nye Bevan and Park Pool.
- 19 To note the Town Council Office will be closed from 19<sup>th</sup> December 2024 until 6<sup>th</sup> January 2025.
- 20 There will be a confidential meeting of the Town Council following this meeting.

Date of next Town Council Meeting will be on Wednesday 18<sup>th</sup> December 2024 starting at 7pm at the Interchange Building.

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