

Burscough Town Council Meeting

held on Wednesday 16th July 2025 at Burscough Town Council Office, Interchange Building, Station Approach, Burscough starting at 7pm

Present

Cllr D Moss Mayor
 Cllr B Kennedy Deputy Mayor
 Cllr J Crawford
 Cllr C Dereli
 Cllr N Pollington
 Cllr M Price
 Cllr S Purple
 Mrs S Gill Deputy Clerk/RFO

Minutes

28.	Welcome The Mayor opened the July meeting with a warm welcome. Offering a warm welcome to everyone present and thanking them for their attendance. All attendees were informed of the fire evacuation procedure.
29	Apologies Cllr's Bailey, Horsley & Bradley – was accepted.
30.	Disclosure of Pecuniary Interest and Non-Pecuniary Interest None
31	To Receive an update regarding the Ormskirk to Burscough Linea Path from Suzanne Hill (Economic Development and Regeneration Manager - WLBC) Suzanne Hill sent her apologies because she was unable to attend the meeting and the Mayor has deferred her presentation until she has the information required regarding the Linear Path. Action: - Clerk to liaise with Mrs Hill to agree a date for her to reschedule the presentation
32	Consider the co-option of Robert Wilson onto the Town Council. <i>(this is a confidential item and Borough / County Councillors and members of the public will be asked to leave the meeting at this point)</i> Mr Wilson gave a presentation to the Cllr's and answered all questions presented to him, showing he would be a good asset to the Town Council. Mr Wilson stated that he would be interested in joining the Street Scene & Traffic working groups. Mr Wilson left the room and all Cllr's discussed his appointment and it was resolved to co-opt him onto the council. This was proposed by Cllr Crawford, seconded by Cllr Price with a unanimous vote. Mr Wilson rejoined the meeting and was informed of the decision.
33	Cllr Purple joined the meeting 7.07pm
34	To receive any issues by members of the public present. <i>Members of the public can attend the meeting or email the Clerk to bring to attention any concerns. (Max 5 mins each resident)</i> None Present

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To receive comments from County and Borough Councillors. (Max 5 mins per Councillor)
None Present

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To receive any updates from the Police.
a) To note the 'Our News' Neighbourhood Watch. **This was noted**
b) To note publications from 'In the Know' continue to be shared on Burscough Town Councils social media platform. **This was noted and agreed to continue being shared on BTC social media platform**

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To approve the minutes of the previous Town Council meeting of the 18th June 2025.
Cllrs received a copy of the minutes prior to the meeting. **It was resolved that the minutes of the full Town Council meeting dated 18th June 2025 were approved.**
These were proposed by Cllr Pollington and seconded by Cllr Crawford with a unanimous vote, duly signed by the Mayor at the meeting.

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Finance
a) The minutes of the Finance Working Group meeting of 26th June 2025 was noted
b) **It was resolved to provide ½ year funding of £14,400 from the 9th September 2025 until 13th February 2026 for a counsellor at Burscough Village Primary school, which also supports other Burscough primary schools and Priory Academy. This was proposed by Cllr Price and seconded by Cllr Kennedy with a unanimous vote**
c) **It was resolved to wire 6K from reserves to Civic Events budget. Proposed by Cllr Price and seconded by Cllr Pollington with a unanimous vote**
d) **It was resolved to approve the schedule of payments at the Town Council meeting of the 16th July 2025 proposed by Cllr B Kennedy and seconded by Cllr Pollington with a unanimous vote. The authorisers were agreed as Cllr's Crawford and Price.**

Folio Ref	Inv Date	Payee	Reference	Description	Online/SO/DD	Amount
70	13/06/2025	Npower Business Solutions	IN13401391	Electricity Charges May 2025	On Line Pd 18/6/25	93.25
71	15/06/2025	Waste Management	WM-0001752978	Refuse fortnightly collection July 2025	DD Pd 30/06/25	61.02
72	30/06/2025	Alpha Business Products	INV 87629	Scan Contract 28/06/25-27/07/25	On Line	12.00
73	27/06/2025	Shaw Savage	IN00073288	Stationery	On Line	35.16
74	10/07/2025	Wave (Anglian)	Monthly DD	Monthly payment of	DD Pd 10/07/2	46.80

		Water)		water bill (July'25)	5	
75	01/07/2025	People's Pension	01/07/2025	Pension re June'25	DD Pd 01/07/25	781.28
76	01/07/2025	HMRC	428PH00126651	Tax & NI period ending 05/07/2025	On Line	1,144.49
77	01/07/2025	Employee 07	Salary re June 2025	Salary re Jun'25 paid 01/07/2025	SO Pd 01/07/25	2,181.98
78	01/07/2025	Employee 08	Salary re June 2025	Salary re Jun'25 paid 01/07/2025	SO Pd 01/07/25	926.44
79	01/07/2025	Employee 09	Salary re June 2025	Salary re June'25 paid 01/07/2025	SO Pd 01/07/25	279.17
80	01/07/2025	Employee 10	Salary re June 2025	Final Salary & Hol pay re June'25 paid 01/07/2025	SO Pd 01/07/25	289.40
81	01/07/2025	Employee 11	Salary re June 2025	Salary re Jun'25 paid 01/07/2025	SO Pd 01/07/25	205.94
82	22/06/2025	Grenke	INV 0000303232/2025	Quarterly fee re lease of printer 01/07/25-30/09/25	On Line	159.84
83	20/06/2025	Michael Moore	Inv 4187	Redecoration of 7xbenches, 1x litterbin & 1x planter	On Line	1,930.00
84	23/06/2025	Unity Multipay Card	Multipay card May/June	Balance of multipay card May/June 2025	DD Pd 23/06/25	433.31
85	31/05/2025	Unity Bank	Service Charge	Monthly Service Charge May 2025	DD Pd 30/06/25	11.25
86	24/06/2025	Employee 9	Mileage expenses	Mileage claim re June'25	On Line	23.40
87	10/7/2025	Npower Business Solutions	Inv 13560546	Electricity Charges June 2025	OnLine	89.38
				Total		£8,704.11

- e) The July payments on the multi pay card were noted. The RFO also informed that the bank interest credit £5,792.61 was to be transferred from the CiL account onto the revenue account.

Date	Description of Expenditure	Expenditure Amount	Amount Repaid to Card	Amount available on Card	Person who used Card
26/05/2025	Microsoft Licence agreement	414.72		85.28	Jackie Maguire
31/05/2025	DD Zoom Monthly Payment	15.59		69.69	DD Unity Bank
09/06/2025	Multipay card monthly fee	3.00		66.69	DD Unity Bank
23/06/2025	Repaid to Lloyds		433.31	500.00	DD Unity Bank

Street Scene Working Group

- The minutes of the Street Scene working group dated 1st July 2025 were noted.
- It was resolved to agree the quotation to replace existing planks with composite type to the benches in Mere Avenue Park at £325.00 each x 3 benches Proposed by Cllr Purple and seconded by Cllr Price with a unanimous vote.
- It was resolved to agree the quotation for three further Christmas motifs to go on lamp posts towards the memorial gardens including infrastructure and storage at a cost of £2,772.00. Proposed by Cllr Pollington and seconded by Cllr Purple with a unanimous vote
- It was resolved to agree the new cleaning contract for Michael Winnard as per the new matrix. Proposed by Cllr Purple and seconded by Cllr Crawford, with a unanimous vote. Actions: - Cllr Moss to contact M Winnard to sign contract.

Traffic and Transport

- The minutes of the Traffic and Transport working group dated 7th July 2025 were noted. Cllr Pollington informed that he is in contact with LCC regarding the Smart Bus Stops and LCC have put in CIL bids for 3 x smart bus shelters the two on Pippin Street & the one on Station Approach by Tesco. **Action: - Cllr Pollington to continue to liaise with LCC for further updates and to investigate whether it would be beneficial for BTC to use CIL funds to purchase more Smart Shelters in the Village.**

Newsletter and Publicity Working Group

- The minutes of the Newsletter and Publicity Working Group meeting dated 10th July 2025 were noted. It was also noted that the point 5 in the minutes of the group had an incorrect date for publication, the correct date is 1st August 2025.
- The website management was discussed and the idea of using IONOS was discussed, it was thought that this would be the best solution going forward. It was agreed that once the new admin assistant was employed the Clerk and admin should decide which package was suitable to ensure they will be able to manage the website. Then it could be resolved at a meeting closer to the November end of present contract date. The Cllr's wished to thank Cllr Price & Laurel (temp admin

	assistant) for all their time and effort put into researching the website management.
42	<p>CIL Award Scheme</p> <p>a) The 7 x grant applications from the CIL Award were discussed and it was resolved to agree the payment of all of the 7 x CIL Award grants totalling £124,188.00. This was proposed by Cllr Kennedy and seconded by Cllr Price with a unanimous vote The 2 x grants to be paid from the general grant funds were discussed and it was resolved by a majority vote to pay these grants also. This was proposed by Cllr Price and seconded by Cllr Pollington with 6 Councillors voting for with one councillor abstaining, motion carried.</p> <p>b) The email from WLBC regarding our recent funding bid applications to WLBC for, Community Orchard, Public Toilets and further Speed Indicator Devices was noted. Action: - Cllr Kennedy to write to Mr Tom McGowan to arrange a meeting in regard to his letter and BTC expenditure of CIL funds.</p>
43	<p>Miawaki Forest Information and Visit</p> <p>a) It was noted that the Town Council are currently considering planting a Miawaki forest on our gifted land.</p> <p>b) The article and email information on Miawaki forests from John Watt and Ian Wright was noted.</p> <p>c) The majority of Councillors were interested in attending a site visit to a previously planted Miawaki forest early August. Action: - Cllr Purple to organise the visit with Ian Wright & interested Cllr's</p>
44	<p>Canal and River Trust (CRT)</p> <p>a) The email correspondence from CRT regarding updates to the tow path and associated canal bank has been noted.</p> <p>b) The repainting of the graffiti under the road bridge 32A agreement was noted.</p> <p>c) It was considered if the Town Council would like local press coverage on this work undertaken by West Lancashire Community payback scheme.</p>
45	<p>Miscellaneous Items</p> <p>a) The email from LCC regarding Lancashire Local Nature Recovery Strategy was noted. Actions: - Clerk to send link and poster to Admin Assistant to put on website & social media</p> <p>b) Burscough Town Council Staff meeting minutes dated 8th July 2025 were noted.</p> <p>c) It was noted that the Personnel working group have interviewed for the position of Administration and Financial Assistant, and the position has now been offered to the successful candidate.</p> <p>Date of next Town Council Meeting will be held on Wednesday 20th August 2025 starting at 7pm in the Interchange Building.</p> <p>Meeting Closed 9.02pm</p> <p>Sheila Gill Deputy Clerk/RFO to Burscough Town Council 16th July 2025</p>

