

MINUTES of the Parish Council Meeting held at Newburgh School, Back Lane, on Wednesday 22 May 2019 commencing at 7.15pm.

PRESENT Cllr J Citarella, Chairman.

Cllrs Moore, Atty, Turner, O'Keefe, Roughneen, Casey and the Clerk, S Jones.

No members of the public attended.

051/19

TO ELECT A CHAIRMAN FOR 2019/20 AND SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE

Cllr Citarella was elected as Chairman for 2019/20 and duly signed the declaration of Acceptance of Office. Cllr Citarella thanked Cllr Moore and Cllr Atty for their work over the past twelve months.

052/19

TO RECEIVE APOLOGIES

Apologies were received from Cllr Baker.

053/9

ELECTION OF VICE CHAIRMAN 2019/20

Cllr Moore was elected as Vice Chairman for 2019/20.

054/19

DECLARATIONS OF INTEREST

Cllr Turner declared an interest in item 12 (finance) as she is included on the payments list.

055/19

TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 24 APRIL 2019

It was resolved that the minutes of the Parish Council meeting held on 24 April 2019 should be approved and signed by the Chairman.

056/19

TO AGREE REPRESENTATIVES FOR THE VARIOUS GROUPS/COMMITTEES AND REVIEW CURRENT TERMS OF REFERENCE AS REQUIRED

It was agreed that no changes were required to the current terms of reference and that the Working Groups/Committees should consist of the following members:

Finance Committee - Cllrs Citarella, O'Keefe, Baker, Moore (quorum of three)

Planning Working Group – Cllrs Citarella, Moore, Turner, plus O'Keefe (reserve)

Employment Working Group - Cllrs Citarella, Moore, Baker

Footpath and Village Appearance Working Group - Cllrs Turner, Atty, Roughneen, Casey, O'Keefe

Village Carols liaison - Cllrs Turner, Casey

Play Area Committee - Cllrs Moore, Atty

West Lancashire Area Committee (LALC) - Cllr O'Keefe and Clerk

Police Liaison - Cllr O'Keefe

Communications Working Group - Cllrs Moore, Atty, Casey

Local Plan Consultation working Group - Cllrs Moore, Citarella, Atty, Baker

Roads Investigation Working Group – Cllrs Moore, Roughneen, Casey

Bluebell Wood Working Group - Cllrs Moore, Atty, Baker, Citarella, Casey (quorum of three)

Supporting Needs Working Group (currently deferred until later in the year)- Cllrs Turner, O'Keefe, Citarella, Casey

057/19

ADJOURNMENT OF MEETING FOR PUBLIC DISCUSSION

The meeting was not adjourned for public discussion as no members of the public were present.

058/19

PLANNING

a) Applications to be considered:

2019/0440/FUL: Demolition of garage and erection of part single, part double storey extension to the side of existing dwelling house at 9 Woodrow Drive, Newburgh – No comment.

b) To review the West Lancashire Borough Council Local Plan process and timetable and agree any action

It was reported that no further details have been received regarding the Local Plan process. Any developments will be presented at a future Parish Council meeting.

059/19

TO CONSIDER THE OFFER FROM THE APPLETON FAMILY TO GIFT BLUEBELL WOOD AND THE ADJOINING FIELD TO THE VILLAGE AND AGREE ANY ACTIONS REQUIRED

It was confirmed that the Parish Council had confirmed its interest in taking over Bluebell Wood and the adjoining field and was awaiting a final decision from the Appleton family. Cook & Talbot Solicitors have been formally appointed to represent the Parish Council should the bid be successful. An update will be presented at a future Parish Council meeting.

060/19

TO RECEIVE FEEDBACK FROM THE ANNUAL MEETING HELD ON 8 MAY WITH THE WEST LANCASHIRE BOROUGH COUNCIL CLEAN AND GREEN SERVICE AND AGREE ANY ACTIONS REQUIRED

It was confirmed that the meeting had taken place with Michelle Williams and Paul Clements from the Clean and Green Service. Most of the Parish Councillors had been in attendance and felt that the meeting had been very beneficial. Paul Clements is the new Area Manager, who will be responsible for Newburgh. The department has recently undergone big changes to its structure and it is hoped that this will ensure that savings are made to the budget while making the department more efficient. There will be no staff redundancies, but it is planned that training will be provided to give staff additional skills, which will result in less journeys having to be made to areas when various tasks are required. The Parish Council was informed that West Lancashire Borough Council will have responsibility for cutting public grass verges and weed control for the next two financial years, however, hedges are the responsibility of Lancashire County Council.

061/19

WORKPLAN

a) To receive an update from Roads Investigation Working Group and agree any actions

Councillors are continuing to monitor the condition of roads in the village and efforts are ongoing to collect photographic evidence to show instances where large vehicles including HGVs are mounting the pavement in order to pass by oncoming traffic. A serious accident had recently occurred outside the Wayfarers on A5209, but no details were known. The Clerk was asked to contact the Clerk at Parbold Parish Council to see if she was aware of the details. It was confirmed that Lancashire County Council had informed residents on Back Lane that three days of resurfacing works would take place from 28-30 May.

b) To receive an update on the village clean and maintenance plan and agree any actions

No group sessions had taken place since the last meeting. Cllr Atty has been in contact with members of the volunteer group and hopes that they will be able to take part in future organised sessions as required.

c) To receive an update on the village footpaths including Parbold to Newburgh Canal footpath improvement project

The Clerk confirmed that arrangements had been made to join the Lancashire County Council Local Delivery Scheme for footpaths as agreed at the April Parish Council meeting. It was reported that no progress had been made regarding the Parbold to Newburgh canal footpath improvement project as there had been no response from the Canal and River Trust following a visit to inspect the section of canal identified for improvement. The support of the Canal and River Trust is vital in progressing the project in its entirety, so it is hoped that a response will be received in the near future. Inspection of the village footpaths is ongoing and any work required will be identified as work being suitable for either the village volunteer group or undertaken by a contractor. Quotes will be obtained for any contractor work identified.

d) To consider arrangements in time for Newburgh Fair including grass/hedge cutting and agree any actions

It was confirmed that Michelle Williams and Paul Clements from the West Lancashire Borough Council Clean and Green Service had been informed of the date of Newburgh Fair and they had promised to do all they could to ensure that the public grass verges would be cut just before Fair Week to ensure that the village would look its best. Lancashire County Council are responsible for the hedge near the School on Back Lane and the next scheduled cut is not until August. Councillors expressed concern that the hedge would need to be cut prior to Newburgh Fair so the Clerk was asked to get a quote for the work required. Leaflets promoting all the events of Fair Week will shortly be distributed to residents' homes and will include details of the Community Celebration Service on 16 June, which is being jointly organised by the Parish Council and Christ Church Newburgh.

062/19

FINANCE

a) To agree Accounts for Payment for May 2019, Schedule attached

Cllr Turner left the meeting at this point.

The Payments Schedule for May was approved.

Cllr Turner returned to the meeting at this point.

b) To consider the options for moving the Parish Council bank account and agree any necessary actions

The Clerk provided an update to Councillors regarding the options for moving the Parish Council bank account and confirmed that it was not compulsory for the Parish Council to move its bank account to another provider. Royal Bank of Scotland had confirmed that it would continue to support the Parish Council as it does now should the Parish Council decide to stay. However, switching the bank account to another provider gave the opportunity for the Parish Council to receive an amount of cash back which would be very useful. Following discussion, it was resolved to apply to switch the Parish Council bank accounts from Royal Bank of Scotland to Yorkshire & Clydesdale Bank should the cash back payment still be available. The decision was made due to Yorkshire & Clydesdale Bank offering the largest amount of cash back and the availability of its branches, which were nearer than the other banks making a cash back offer.

063/19

TO NOTE THE CLERKS REPORT

The Clerks Report was noted.

064/19

DATE AND TIME OF NEXT MEETING

The next Parish Council Meeting will be on 26 June 2019 at 7.30pm.

The meeting finished at 8.15pm

Schedule of Accounts for Payment May 2019

Chq No	Payee	Amount
n/a	1&1 IONOS – website charges	£ 86.33 * Direct Debit
n/a	1&1 IONOS – website charges	£ 17.98 * Direct Debit
2034	Mr J Horrobin – play area maintenance	£ 20.00 * retrospective
2035	Mrs S Jones - May salary and expenses	£ 624.63
2036	Lancashire County Council – school hire March	£ 10.63
2037	Mrs M Turner – Spring Festival expenses	£ 24.05
2038	Zurich Municipal – insurance fee	<u>£ 499.31</u>
	TOTAL	<u>£1,282.93</u>