

MINUTES of the Parish Council Meeting held at Newburgh School, Back Lane, on Wednesday 30 October 2019 commencing at 7.30pm.

PRESENT Cllr J Citarella, Chair.

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

Four members of the public and Borough Cllr Pope attended for part of the meeting.

109/19

TO RECEIVE APOLOGIES

Apologies were received from Cllr Moore and Cllr Baker.

110/19

DECLARATIONS OF INTEREST

Cllr Atty declared an interest in item 5a as he is a friend of the architect dealing with the planning application.

111/19

TO APPROVE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 25 SEPTEMBER 2019

It was resolved that the minutes of the Parish Council meeting held on 25 September 2019 should be approved and signed by the Chair.

112/19

ADJOURNMENT OF MEETING FOR PUBLIC DISCUSSION

The meeting was adjourned for public discussion.

The condition of the canal footpath between Burscough, Newburgh and Parbold was raised by a member of the public, who stated that there were places on the footpath which were difficult to use and navigate. It was noted that the canal footpath was the only complete footpath between the villages and as such it was important to keep the footpath in good condition to encourage residents to walk to these places instead of using a car. The resident mentioned that the towpath in Newburgh is recognised as part of the national cycleway route. People using walking aids, pushchairs or wheelchairs would find it difficult to use the canal footpath. It was also noted that part of the canal footpath at Spencer's Bridge had originally been on the Community Infrastructure Levy list for improvement, but it appeared that this scheme was no longer on the list.

Borough Cllr Pope confirmed that there had been a recent scheme using Community Infrastructure Levy monies to improve the canal footpath in Burscough which amounted to £150,000. He noted that the Parish Council had not been successful in trying to get the Canal & River Trust involved in a similar project to improve the canal footpath from Parbold to Newburgh, despite numerous attempts, and said that he would contact the Canal & River Trust through Lancashire County Council to see if progress could be made.

Another member of the public stated that he had recently walked the canal footpath and felt that it was unsafe to use near the part which had been previously repaired with steel shutters, which could puncture or damage bikes.

The issue of recent flooding incidents in the village was also raised. Houses on Course Lane and the Post Office had been most affected and the Fire Brigade had been summoned to attend at one stage. The houses on Course Lane found that their cellars were being flooded as a result of water building up on the main road, which was then directed towards the homes by HGVs travelling at speed through the village. Enquiries made by residents appeared to suggest that the problem was due to a blocked culvert under the field but it was not known who owned the land.

Borough Cllr Pope confirmed that he had also been contacted by residents who had been affected by flooding, especially the issue on Course Lane. He stated that he had been making enquiries with officers at Lancashire County Council to try to establish who owned the land where the culvert was situated and will chase up the issue.

One member of the public left the meeting at this point.

The meeting was reconvened.

113/19

PLANNING

a) Applications to be considered:

2019/0935/FUL – Demolition of existing dwelling, erection of 3 No detached dwellings and associated external works at Newlyn, Course Lane, Newburgh

A report was presented by the Planning Working Group and following discussion it was resolved to submit the following comment:

Newburgh Parish Council has examined the proposed development in relation to the guidance of the Supplementary Planning Document, taken into account the modifications in response to pre-application advice from West Lancashire Borough Council and Lancashire County Council Highways, and considered any village implications. We question why the advice to reduce the number of houses from three to two has not been taken with potential benefit to neighbour amenity and the capability of the access road to handle domestic and utility traffic to and from an already congested road close to a roundabout.

b) To receive an update regarding the West Lancashire Borough Council Local Plan Review and agree any necessary actions

It was confirmed that West Lancashire Borough Council had not announced any further timescales regarding the new Local Plan Review.

114/19

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 solicitors had finally heard from the solicitors representing the Appleton Family with regard to the contract for transfer of the land. Responsibility for all boundaries still needs to be clarified and a review of plants growing on the land will be undertaken as there are likely to be budget implications for both areas. The budget is currently being put together but details such as solicitor's costs are still to be confirmed. An update on progress will be provided at the November Parish Council meeting.

115/19

WORKPLAN

a) To consider a response to recent flooding problems in the village and agree any actions

The Clerk confirmed that she had been contacted by residents who had experienced problems with flooding recently due to heavy rainfall. In addition, the Post Office was also flooded in the cellar which resulted in damage to equipment. The Fire Brigade and United Utilities attended to these incidents. Councillors discussed the issue and it was resolved that a Flood Group sub committee would be set up and would consist of Cllrs Moore, Casey and Roughneen. Terms of reference for the sub committee will be drawn up and presented at a future Parish Council meeting for approval. In the meantime, it was also resolved that Lancashire County Council and United Utilities would be contacted with the aim to obtain plans of culverts and springs under the village, which are thought to be part of the problem. Contact will also be made with other local flood groups to find out how neighbouring communities are dealing with the problem. In addition, it was resolved that the Parish Council would fund the cost to print another run of the Lancashire County Council flooding leaflet, which was last distributed to residents in 2016 as the leaflets contain useful information and contact details for the various organisations and agencies. The Clerk was asked to contact the West Lancashire Borough Council Clean and Green service to enquire when the next road sweep is due to take place in Newburgh.

The meeting was adjourned to allow Borough Cllr Pope to speak. He confirmed that there are 51 official flooding groups across Lancashire. There is also a Flood Action Group at Lancashire County Council who is currently working on a report which should be published soon. The meeting was reconvened.

b) To discuss and arrange a date for the next meeting of the Work Plan Priming Group with a view to drafting a list of suggestions for the Parish Work Plan for 2020

It was confirmed that the Work Plan Priming Group had not managed to meet prior to this Parish Council meeting. A meeting will be arranged to take place prior to the November Parish Council meeting with a view to presenting proposals for the Parish Work Plan.

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

The Roads Investigation Working Group had recently drafted a Road Investigation Report detailing all road traffic concerns in the village along with any evidence obtained to strengthen the case for increased safety measures. The Parish Councillors were asked to read the report and contact the Clerk with any queries or comments so that a final draft can be approved at the November Parish Council meeting. The Clerk reported that concerns raised with West Lancashire Borough Council following development traffic travelling incorrect routes through the village had been acted upon and two of the three development sites had been visited by the relevant officer to look into the claims.

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

No group sessions have taken place since the last meeting. It was agreed to contact members of the volunteer group with a view to drafting a plan of tasks to be undertaken from Spring and throughout the year including any tasks which will require work carried out by a contractor. The plan should help to ensure that all areas are covered and will assist with budget planning for 2020/21.

The Clerk reported that West Lancashire Borough Council planning department had confirmed that planning permission would not be required for the new village sign. The new village sign will be publicised on Facebook and possibly the local press when the sign is ready to be erected.

Borough Cllr Pope and two members of the public left the meeting at this point.

e) To receive an update on the village footpaths and agree any necessary actions

There was no further progress to report on the proposed Parbold to Newburgh canal improvement project.

The required maintenance of the footpath running alongside the East side of Bluebell Wood has been carried out. The footpath close to Spencer's Bridge has also been cleared to improve access to Tawd Vale Scout Camp. In order to aid budget planning in future years, it was resolved that a plan would be made to cover the village footpaths and will include any known regular maintenance required in addition to likely timescales.

f) To review Christmas 2019 arrangements and agree any actions

It was resolved that an initial meeting had been held with representatives of the School regarding this year's arrangements for the Village Carols event. It was resolved that the Parish Council would fund the cost of printing invitations and list of Carols as in previous years. The invitations will be distributed to residents by Parish Councillors when delivering the December newsletter. The Clerk confirmed that one quote was received for the provision of the Christmas tree, however, Giltrees had once again kindly offered to provide a Christmas tree for the village green free of charge. It was resolved to accept the offer of a free Christmas tree from Giltrees. P and R Electrical Contractors had submitted a quote of £300 plus VAT for the decoration of the Christmas tree, which was the same price as last year. It was resolved to accept this quote. The Clerk was asked to contact both companies to make the necessary arrangements.

116/19

TO CONSIDER REQUEST FROM WEST LANCASHIRE BOROUGH COUNCIL TO NOMINATE A PARISH COUNCILLOR TO SERVE ON THE STANDARDS COMMITTEE FOR A THREE-YEAR PERIOD

Following discussion, it was resolved that the Clerk would contact West Lancashire Borough Council to confirm that none of the Parish Councillors were able to submit a nomination to serve on the Standards Committee due to commitments to other projects currently being undertaken by the Parish Council.

117/19

TO DECIDE ON ANY NECESSARY ARRANGEMENTS FOR REMEMBRANCE SUNDAY ON 10 NOVEMBER 2019 AND AGREE A DONATION TO THE RBL POPPY APPEAL FOR WREATH (\$137 EXPENDITURE)

The Clerk reported that it had been confirmed that the cost to make the wreath was £18.50. It was resolved to make a donation of £25 to the Royal British Legion (\$137 expenditure). It was also confirmed that either the Chair or Vice Chair would lay the wreath on behalf of the Parish Council following the Remembrance Day Service on 10 November at Newburgh Christ Church. An invitation had been received from the Lathom & Burscough Royal British Legion Branch to attend the Burscough Remembrance Day Parade and Service, however, as all Parish Councillors were unavailable to attend due to other commitments it was resolved to respond to decline the invitation.

118/19

TO AGREE PROPOSED DATES FOR PARISH COUNCIL MEETINGS/EVENTS IN 2020 AND AGREE ANY NECESSARY ACTIONS INCLUDING WHETHER TO ALLOW THE SCOUTS TO USE THE SCHOOL HALL FOR WINTER MONTHS

It was resolved to agree the proposed list of dates for Parish Council meetings in 2020 and Parish Councillors expressed a preference for the December 2020 Parish Council meeting to take place on Wednesday 9 December if possible. In addition, it was resolved that the Scouts would be allowed to use the School Hall for meetings on Parish Council meeting nights during the winter months, except for any occasions when a large attendance of residents was expected.

119/19

TO CONSIDER WHETHER TO RESPOND TO WEST LANCASHIRE BOROUGH COUNCIL CONSULTATION REGARDING HOW THE COMMUNITY INFRASTRUCTURE LEVY (CIL) MONIES ARE USED

The Clerk confirmed that there was a short list of three community projects which had been selected for possible CIL funding. However, following discussion it was resolved not to submit a response as none of the projects were close to Newburgh and would not have any village implications.

120/19

TO CONSIDER A RESPONSE TO BARCLAYS BANK REGARDING THE DECISION TO CEASE ITS CASH WITHDRAWAL SERVICE FROM POST OFFICE BRANCHES

Barclays Bank had written to customers informing them of plans to cease the facility to withdraw cash from Post Office branches early in 2020. However, the Clerk reported that Barclays had recently responded to concerns raised by customers and MPs and declared that it had now shelved these plans.

121/19

FINANCE

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

The Accounts Schedule for October 2019 was approved for payment.

b) To note income received from July 2019- September 2019

Income received from July 2019 - September 2019 was noted.

c) To note Bank Reconciliation Statement for September 2019

The Bank Reconciliation Statement for September 2019 was noted.

d) To note Budget/Expenditure Statement year to September 2019

The Budget/Expenditure Statement year to September 2019 was noted.

e) To consider applying to the Lancashire County Council Parish Champion for a grant and agree any actions

It was resolved to submit a grant application to the Lancashire County Council Parish Champion towards the cost of providing toilet facilities for Newburgh Fair week as in previous years. The Clerk was asked to make the necessary arrangements.

f) To receive an update regarding the Parish Council bank account and agree any necessary actions

The Clerk informed the meeting that the process to switch the Parish Council bank account from RBS to Clydesdale and Yorkshire Bank was still ongoing, although some progress had finally been made and details of the current account had been confirmed. A complaint has been formally submitted to Clydesdale and Yorkshire Bank detailing the issues encountered over the past four months. A further update will be presented at the November Parish Council meeting.

122/19

TO NOTE THE CLERKS REPORT (INFORMATION ONLY)

The Clerks report was noted, including the news of the Police initiative with local schools to try to reduce speeding and inconsiderate parking outside school premises. The Clerk confirmed that she would contact Newburgh School to publicise the scheme as concerns had been raised by residents living on Back Lane about this issue.

123/19

TO NOTE THE DATE AND TIME OF NEXT MEETING

The next meeting will be held on 27 November at 7.30pm.

The meeting finished at 9pm

Schedule of Accounts for Payment October 2019

Chq No	Payee	Amount
n/a	1&1 - website charges	£ 5.99 *Direct Debit
2064	Mr J Horrobin – play area maintenance	£ 70.00 *retrospective
2065	Mrs S Jones – October salary and expenses	£ 832.33
2066	Yates Playgrounds – SPID charges July – Sep 2019 (inc)	£ 499.20
2067	CPRE – annual membership	<u>£ 36.00</u>
		£ 1,443.52
Plus	donation to Royal British Legion for wreath	<u>£ 25.00</u> as per 117/19
	TOTAL	<u>£ 1,468.52</u>

Income Received July - September 2019

1/7/19	Bank Interest	£ 2.88
1/8/19	Bank Interest	£ 2.92
2/9/19	Bank Interest	£ 2.84
11/9/19	West Lancashire Borough Council 2 nd Precept Payment	£ 6,364.00
17/9/19	Lancashire County Council Rights of Way Scheme	<u>£ 250.00</u>
	TOTAL	<u>£ 6,622.64</u>

Newburgh Parish Council**Bank Reconciliation Statement
Month ending 30 September 2019**

				£	£	
Bank Statement Balances						
	Gold Deposit Account	30/09/2019			20,836.28	
	Current Account	30/09/2019			500.83	
					21,337.11	
	Less unrepresented chqs				995.94	see below
					20,341.17	
Cash Book						
	Bfwd Balance	2019		13,264.84		
	Receipts	to	30/09/2019	14,868.49		
				28,133.33		
Less	Payments	to	30/09/2019	7,792.16		
	Balance				20,341.17	
Unrepresented Chqs						
	1969				120.00	
	2053				50.00	
	2059				752.44	
	2060				13.50	
	2061				35.00	
	2062				5.00	
	2063				20.00	
					995.94	
Prepared by: Sandra Jones Clerk to the Council /RFO				Date:	01-Oct-19	

Newburgh Parish Council				
Budget/Expenditure Statement		2019/20		
Detail	Budget £	Sep Expenditure £	Underspend/ (Overspend) £	
Clerk's Salary	7230	3677	3553	
Clerk's Expenses	300	146	154	
General Admin	250	835	-585	
Postage	100	6	94	
Members travel costs	20	0	20	
School Hire	150	47	103	
Training inc Quality Registration	200	60	140	
Audit	60	50	10	
Website Management	250	112	138	
Uncontested Election Costs	0	0	0	
	8560	4933	3627	
General Maint & Repair	1296	0	1296	
Play Area Maintenance	300	0	300	
Insurance	510	499	11	
Associations				
Local council Review	21	17	4	
LAPTAC Subscription	200	222	-22	
Hon Sec Honorarium	17	13	4	
Society Local Council Clerks	130	0	130	
CPRE	40	0	40	
WL Heritage Association	5	5	0	
	413	257	156	
Activities				
Newsletter	250	70	180	
Maintenance of SPID	1664	416	1248	
Christmas Celebrations	800	0	800	
	2714	486	2228	
S137 Expenditure				
Best Kept Village Competition	30	0	30	
Civic Service	50	40	10	
Donations	200	74	126	
Maintenance of the Dell	75	0	75	
	355	114	166	
TOTAL	14148	6289	7859	
Concurrent Grant				
Village Cleaning & Maintenance	905	402	503	
	905	402	503	
LCC FOOTPATH DELEGATION SCHEME	250	145	105	
Reserves				
General Reserve	8353	659	7694	
IT Reserve	100	100	0	