

MINUTES of the Parish Council Meeting held on Wednesday 25 March 2020 commencing at 7.30pm.

PRESENT: Due to the ongoing Corona virus situation, all public meetings have been cancelled until further notice. In order to make decisions regarding the items on the agenda, information was sent to Councillors by email for information and their views were represented when the Chair and Clerk carried out the meeting by phone.

027/20

TO RECEIVE APOLOGIES

There were no apologies as the meeting was not held in public.

028/20

DECLARATIONS OF INTEREST

Cllr Casey declared an interest in the payments schedule as there were two payments to be made to Newburgh Fair Association, of which she is the Chair. However, the payments had already been approved at previous Parish Council meetings.

029/20

TO APPROVE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 26 FEBRUARY 2020

It was resolved that the minutes of the Parish Council meeting held on 26 February 2020 should be approved. The minutes will be formally signed by the Chair when it is safe to do so, following the Corona virus.

030/20

ADJOURNMENT OF MEETING FOR PUBLIC DISCUSSION

There was no public discussion as the meeting was not held in public. Residents were informed that the public meeting could not be held via the Parish Council Facebook page and the village noticeboard and asked to make any views known to the Clerk by email if possible. No correspondence was received by the Clerk prior to the meeting.

031/20

PLANNING

a) Applications to be considered:

2020/0089/LDC - Certificate of Lawfulness - Use of caravan unit for storage of equestrian equipment, saddles, blankets etc. ancillary to the equestrian centre at Rigby's Farm, Back Lane, Newburgh, Councillors had been informed by the Planning Working Group that as this was a Certificate of Lawfulness application, the usual planning matters could not be considered. The Parish Council could only make a comment if it had evidence contrary to that provided by the applicant that the development had not been in place for over 10 years. The Parish Council did not have this evidence so it was resolved to make no comment.

032/20

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 Councillors had been informed that the legal process still had to be completed. As public meetings are currently banned due to the Corona virus, it was resolved to make the appropriate arrangements for signs to be put up on the land once the transfer had taken place to inform residents that they entered at their own risk. It was likely that any necessary works could be delayed due to the impact of the Corona virus,

033/20

WORKPLAN

a) To consider extending the delegation of Council decisions to the Clerk during any period of restricted activity declared by the Government in respect of Corona virus. Such delegation will enable the Council to fulfil its responsibilities to residents.

It was resolved to delegate Council decisions to the Clerk during any period of restricted activity declared by the Government in respect of Corona virus. For all decisions, the Clerk will require prior written approval by the Chair and Vice Chair or any other two Councillors, should the Chair and/or Vice Chair be unavailable. The Clerk will follow the latest advice of the Government and other bodies such as the Lancashire Association of Local Councils (LALC) before taking any actions.

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

The work of the Flood Working Group has been suspended until further notice. The Clerk has been informed of the issue of several blocked drains at the side of Course Lane on the way out of the village, which has flooded badly in recent months and been asked to report the matter to Lancashire County Council.

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

The work of the Roads Investigation Working Group has been suspended until further notice. However, Councillors have been asked to inform the Clerk of any issues with road surfaces so that these can be reported to Lancashire County Council.

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

The work of the Roads Investigation Working Group has been suspended until further notice. However, Councillors have been asked to inform the Clerk of any issues with road surfaces so that these can be reported to Lancashire County Council.

e) To consider a request from Newburgh Christ Church to take part in the Flower Festival (S137 expenditure)

Due to the current impact of the Corona virus, it is likely that the annual Flower Festival will be suspended or cancelled for the time being. However, it was resolved that the Council would take part should the Flower Festival go ahead at a later date and that the maximum cost of the contribution would be £25 as in previous years.

034/20

TO REVIEW THE PARISH COUNCIL FINANCIAL PROCEDURES, STANDING ORDERS, ASSET REGISTER, TRAINING POLICY, RISK ASSESSMENT REGISTERS AND DECIDE ON ANY AMENDMENTS REQUIRED

Councillors had received a copy of all the relevant Parish Council documents prior to the meeting. It was resolved not to make any amendments to the documents on this occasion. The agreed delegation of duties to the Clerk during the period of dealing with the impact of the Corona virus had been considered separate to these standing documents.

035/20

TO AGREE THE ARRANGEMENTS FOR THE ANNUAL MEETING WITH THE WEST LANCASHIRE BOROUGH COUNCIL CLEAN AND GREEN SERVICE

It was resolved that due to face to face meetings being discouraged at this time, the Clerk would email a copy of the agreed issues to the appropriate officers in the department and ask for a response by email.

036/20

TO CONSIDER ATTENDANCE AT THE WEST LANCASHIRE BOROUGH COUNCIL V E DAY PARADE IN ORMSKIRK ON 10 MAY AND AGREE ANY OTHER ACTIONS

Due to the current impact of the Corona virus it was agreed that the V E Day would likely be cancelled or postponed until further notice. If the parade is rescheduled to go ahead at a later date, the Parish Council will consider attendance at that time.

037/20

FINANCE

a) To agree Accounts for Payment for March 2020, Schedule attached

The Accounts Schedule for March 2020 was approved for payment.

038/20

TO NOTE THE CLERKS REPORT (INFORMATION ONLY)

The Clerks report was noted.

039/20

TO NOTE THE DATE AND TIME OF NEXT MEETING

The date of the next scheduled Parish Council meeting is 22 April. Due to the impact of the Corona virus it is likely that a public meeting will not be possible on this date. It is the intention of the Parish Council to still publish an agenda at the normal time and ask residents to contact the Clerk should they wish for their views on any issues to be considered.

Schedule of Accounts for Payment – March 2020

Chq No	Payee	Amount
n/a	1&1 - website charges	£ 5.99 *Direct Debit
n/a	NEST Pension Scheme	£ 50.28* Direct Debit
019	Stop Parbold Landfill – donation	£ 100.00* retrospective
260320	Mrs S Jones – March salary and expenses	£ 728.75
260320	Flexipress – March newsletter	£ 35.00
260320	Newburgh Fair – donation and Parish Champion grant	£ 400.00 (S137 exp)
260320	Yates Playgrounds – SPID costs Jan 20 – Mar 20 (inc)	£ 499.20
260320	SLCC Enterprises Ltd – accessible documents webinar fees	£ 36.00
260320	Newburgh Fair – contribution towards traffic management	<u>£ 355.00 (S137 exp)</u>
	TOTAL	<u>£ 2,210.22</u>

Chq No ref 260320 relates to date of electronic payment