

MINUTES of the Parish Council Agenda Meeting held on Thursday 27 August 2020 commencing at 7pm.
The meeting was held by Zoom.

PRESENT: Cllrs Citarella (Chair), Moore, Atty, O'Keefe, Turner, Roughneen and Clerk Sandra Jones.

Borough Cllr Pope and five members of the public also attended the meeting.

067/20

TO RECEIVE APOLOGIES

Apologies were received from Cllr Baker and Cllr Casey

068/20

COUNCILLORS TO DECLARE AN INTEREST IN ISSUES FOR DISCUSSION

Cllr Atty declared a personal interest in the planning application relating to Applecast

Cllr Citarella and Cllr O'Keefe both declared a pecuniary interest in the item relating to Eden Tea Rooms.

069/20

TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 25 MARCH 2020

It was resolved that the minutes of the Parish Council meeting held on 25 March 2020 should be approved and signed by the Chair.

070/20

ISSUES RAISED BY MEMBERS OF THE PUBLIC

Members of the public attending the meeting raised various issues regarding Eden Tea Room and Galleries. One member of the public thanked the Parish Council for its responses to the current planning and licence applications submitted to West Lancashire Borough Council and also for the letter sent to the Chief Operating Officer of West Lancashire Borough Council confirming concerns over the process for both the planning and licencing application processes. The member of the public also asked if the Parish Council would be sending a representative to speak at the Licensing Committee meeting on 9 September. The Chair confirmed that the Parish Council was prepared to send a representative to the meeting but a final decision would be made once all the information relating to the Committee meeting was published on 2 September.

Another member of the public raised concerns over the recent Farmers Market held at the beginning of August which appeared to have a lack of control especially in respect of social distancing and safety measures in respect of the Corona virus. He also highlighted the specific detail in the licence application where the sale of alcohol was being requested until 1am on Friday and Saturday, but noted that the application also specified a request for music to be played until 2am on Friday and Saturday.

Borough Cllr Pope stated that 75 representations had been made to the Licensing Committee in respect of the licence application from Eden Tea Room and Galleries. The Committee will take account of all the views which have been expressed so far. Anyone who has made a representation is entitled to speak at the Committee and he recommended that people put their names forward as they could always withdraw after 2 September once any final information had been submitted. Cllr Pope suggested that the best approach would be for two or three people to speak and agree on the topics and what is said beforehand. He asked that everyone familiarise themselves with the Daniel Twaites case as this was relevant to the Eden Tea Room and Galleries application.

071/20

PLANNING

a) Applications to be considered:

2020/0614/FUL - Alterations to detached dwelling. Demolition of existing single storey extensions and erection of new rear extension, side extension and porch canopy at The Paddock, Back Lane, Newburgh – No comment

Cllr Atty was put into the waiting room at this point.

2020/0641/FUL: Proposed bird refuge shelter at Apple Cast NW, Cobbs Brow Lane, Newburgh – No comment

Cllr Atty was admitted back into the meeting at this point.

Cllrs Citarella and O’Keefe were put into the waiting room at this point. Cllr Moore took the Chair.

b) To note the following in relation to Eden Tea Room and Galleries on Course Lane, Newburgh:

- Representation made by Newburgh Parish Council to West Lancashire Borough Council on the application for a Premises Licence (see attached)
- Letter sent to the West Lancashire Borough Council Chief Operating Officer expressing the Council’s concern about the lack of an agreed comprehensive and coherent plan for all activities of the Tea Room and Galleries (see attached)

It was resolved to note both documents.

Cllr Citarella and Cllr O’Keefe were admitted back into the meeting at this point. Cllr Citarella resumed the Chair.

072/20

FINANCE

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

The Accounts Schedule for August 2020 was approved for payment. Payments will be made electronically wherever possible.

b) To approve the Annual Governance and Accountability Return for 2019/20 – Section 1 (Annual Governance Statement) will be approved before Section 2 (Accounting Statements)

The Clerk provided an overview of the two sections of the Annual Governance and Accountability Return for 2019/20 which required formal approval of Councillors. She also confirmed that the internal audit had been carried out earlier in the year and all records were found to be in order. It was resolved to approve Section 1 Annual Governance Statement. Councillors then also resolved to approve Section 2 Accounting Statements.

c) To note the Report from the Internal Auditor

The Report from the Internal Auditor was noted.

073/20

TO NOTE THE DATE AND TIME OF NEXT MEETING

The date of the next scheduled Parish Council meeting is 23 September 2020.

Schedule of Accounts for Payment – August 2020

Ref No	Payee	Amount
n/a	1&1 – website charges	£ 5.99* Direct Debit
n/a	NEST Pension Scheme	£ 46.01* Direct Debit
280820	Mrs S Jones – June salary and expenses	£ 749.48
280820	Mr J Horrobin – play area and footpath maintenance	£ 116.00
280820	Working Woodlands – woodland maintenance	£ 60.00
280820	KC Computers – printer cartridges	£ 63.98
	TOTAL	<u>£ 1,041.46</u>