

**NEWBURGH PARISH COUNCIL**  
**Sandra Jones, Clerk to the Council**  
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25 September 2020

Dear Councillor

You are hereby summoned to attend an extraordinary Parish Council Meeting using remote communication Zoom on Thursday 1 October commencing at 7pm. The Extraordinary Parish Council Meeting is necessary to consider planning matters where a response is due before the next scheduled Parish Council Meeting on 28 October 2020.

Yours sincerely



Cllr Jacky Citarella  
Chair

Members of the public are welcome to join the Zoom meeting and are requested to contact the Clerk for the joining details no later than 5pm on 30 September 2020. The Remote Meeting Protocols are included below as part of the agenda. As this is an Extraordinary meeting, it would be helpful if members of the public wishing to comment on non-agenda items would contact the Clerk with details outside of this meeting. Any comments made will be considered by Councillors at the next scheduled Parish Council meeting on 28 October 2020.

## AGENDA

1. To receive apologies for absence
2. Councillors to declare an interest in subjects for discussion
3. Meeting adjournment to receive comments from members of the public (total time 10 minutes)
4. Planning Issues
  - a) Applications to be considered:

2020/0439/FUL - Variation of condition no. 7 imposed on planning permission 2016/1151/FUL to allow the premises to operate later opening hours and in order to cater for functions at weekends to diversify the business. To extend operating hours to 08:00 - 23:00 (01:00 on Friday and Saturday for pre-booked functions) at Eden Tearoom and Galleries, Course Lane, Newburgh, Wigan, Lancashire, WN8 7UB

An amendment has been submitted in relation to the above application to amend the opening hours to:  
Sunday 08:00 - 21:00  
Monday to Thursday 08:00 - 22:00  
Friday and Saturday 08:00 - 12:00

Newburgh Parish Council previously submitted a comment regarding the original application. Councillors are asked to consider whether to submit a further comment in response to the amendment.

## Remote Meeting Protocols

Please note the following procedures to ensure the smooth running of the meeting:

- The meeting will be recorded
- Members of the public will be muted and will only be able to speak during the public discussion section of the meeting. If you wish to speak during this section please raise a hand, when the Chairman invites the member of the public to speak he/she will be unmuted. Before speaking, the member of the public should state their name. Each member of the public will be able to speak for a limit of two minutes.
- Members will be muted; to speak please raise a hand; when the Chairman invites him/her to speak they will be unmuted
- To vote, members should raise their hand as appropriate