

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

Dear Councillor

You are hereby summoned to attend a Parish Council Meeting using remote communication Zoom on Wednesday 23 September commencing at 7pm.

Yours sincerely



Sandra Jones
Clerk of the Council

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 Tuesday 22 September 2020. The Remote Meeting Protocols are included below as part of the agenda.

AGENDA

1. To receive apologies for absence
2. Councillors to declare an interest in subjects for discussion
3. To approve minutes of the Extraordinary Parish Council Meeting held on 27 August 2020
4. Issues raised by members of the public (total time 15 minutes)
5. Planning:
 - a) Applications to be considered:
2020/0624/CON - Approval of Details Reserved by Condition No 8 of planning permission 2016/1151/FUL relating to details of mechanical ventilation and odour filtration systems at Eden Tea Room and Galleries, Course Lane
2020/0727/FUL - Retention of two satellite dishes on the front elevation of the building at Eden Tearoom and Galleries, Course Lane
2020/0671/FUL - single storey side extension at 19 Clovelly Drive, Newburgh
6. To consider the following work plan items:
 - a) To consider Christmas arrangements including the quote from P&R Electrical regarding additional lights for the Christmas tree and the cost of decoration for the tree
7. To approve the Accessibility Statement for the Newburgh Parish Council website and agree any actions
8. Finance
 - a) To approve Accounts for Payment for September 2020, including the national pay award of 2.75% in relation to the Clerk's salary, Schedule attached
 - b) To consider request from Newburgh School to contribute towards the cost of tree maintenance for trees bordering the school footpath and agree any actions
9. To note date and time of next meeting

Attachments:

- Remote Meeting Protocols
- 3. Minutes of Extraordinary Parish Council meeting on 27 August 2020
- 8a. Schedule of Accounts for Payment – September 2020

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 three 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

Schedule of Accounts for Payment – September 2020

1&1 - website charges	£ 5.99 *Direct Debit
NEST Pension Scheme	£ 53.43* Direct Debit
Mrs S Jones – September salary and expenses	£ 752.81
Playsafety – annual play area inspection	£ 86.40
SLCC Enterprises Ltd – webinar fees	£ 66.00
Working Woodlands – woodland maintenance	£ 510.00
Mr P Clayton – mowing field	<u>£ 150.00</u>
TOTAL	<u>£ 1,624.63</u>