

NEWBURGH PARISH COUNCIL
Sandra Jones, Clerk to the Council
10 Priory Close, Burscough, Ormskirk, Lancashire, L40 7UY
e-mail: clerk@newburghlancs.co.uk
website: www.newburghlancs.co.uk

22 October 2020

Dear Councillor

You are hereby summoned to attend a Parish Council Meeting using remote communication Zoom on Thursday 29 October commencing at 7pm. Please note that the meeting is taking place on a Thursday night this month instead of the usual Wednesday night due to unavailability of Councillors.

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 Wednesday 28 October 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 Parish Council Meeting held on 23 September 2020 and the Parish Council Extraordinary Meeting held on 1 October 2020.
4. Issues raised by members of the public (Total time 15 minutes).
5. Planning:
 - a) Applications to be considered:

Application Number: 2020/0785/FUL - Retrospective application for the retention of the changes from the approved plans of planning permission 2016/1151/FUL - retention of metal gates and fencing to the frontage of the site, aggregate to the car parking surface, relocation of cycle rack and bin store provision, marking out of car parking spaces and not to install 1m & 2m high fencing to side and rear of grassed area at Eden Tearoom and Galleries, Course Lane, Newburgh.

2020/0786/FUL - Retention of hardstanding to side of existing building at Eden Tearoom and Galleries, Course Lane, Newburgh.

2020/0809/FUL - Use of the building for storage and staff facilities in association with adjacent cafe and gallery and occasional use for public events such as an artisan market (no more than 21 days each year) together with the retention of hard standing areas, the enlargement of fire doors and the use of the neighbouring field as an overspill car park (only to be used for days of the public event) at Eden Tearoom and Galleries, Course Lane.

2020/0808/ADV - Retention of V sign on the forecourt and retention of the internally and externally mounted signs on the front face of the building at Eden Tearoom and Galleries, Course Lane, Newburgh.

2020/0781/FUL - Refurbish and modernise existing shant at Boundary Farm, Ash Brow, Newburgh.

2020/0688/FUL and 2020/0689/LBC - application and listed building consent for Change of use of Lowes Farm Barn to create 4 bed dwelling and 2no. 2 bed holiday cottages. Erect an agricultural storage building on an existing concrete slab at the Barn, Lowes Farm, Lowes Lane, Newburgh, Lancashire.

2020/0728/FUL - Garage conversion with attic conversion above for single bedroom and porch to front at Coachmans Cottage, Ash Brow, Newburgh, Wigan, Lancashire, WN8 7NG.

2020/0812/FUL - Erection of greenhouse in back garden at Duttons Barn, Back Lane, Newburgh, Wigan, Lancashire, WN8 7XB.

2020/0882/FUL - Demolition of single storey rear. Adaptations to and construction of a part two storey part single storey rear extension and single storey front porch extension. Conversion of loft to habitable room at Lyndhurst, Course Lane, Newburgh, Wigan, Lancashire, WN8 7UB.

b) To consider representation at the West Lancashire Borough Council Planning Committee meeting in November regarding planning applications submitted by Eden Tea Rooms on Course Lane and agree any actions.

6. To receive an update on Bluebell Wood and field and agree any actions required.

7. To consider the following work plan items:

a) To consider arrangements for Remembrance Sunday on 8 November 2020 and agree any actions including the donation for the wreath (£137 expenditure).

8. To consider attendance at the Lancashire Association of Local Councils (LALC) Annual General Meeting (Zoom) on Saturday 14 November.

9. Finance

a) To approve Accounts for Payment for October 2020, Schedule attached.

b) To note Income received April 2020 – September 2020.

c) To note the Budget/Expenditure Statement as at 30 June 2020.

d) To note the Bank Reconciliation Statement as at 30 June 2020.

Enclosures:

3. Minutes from 23 September meeting and the Extra-ordinary meeting from 1 October

9a. Schedule of Accounts for Payment – October 2020

9b. Income received from April 2020 – September 2020

9c. Budget/Expenditure Statement year to September 2020

9d. Bank Reconciliation statement for 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 – October 2020

1&1 - website charges	£	5.99*	Direct Debit
NEST Pension Scheme	£	54.34*	Direct Debit
Mrs S Jones – October salary and expenses	£	699.89	
Mr J Horrobin – play area and footpath maintenance	£	141.00	
Working Woodlands – woodland maintenance	£	60.00	
Yates Playgrounds – SPID costs Jul 20 – Sep 20 (inc)	£	499.20	
CPRE – annual membership	£	<u>36.00</u>	
TOTAL	£	<u>1,496.42</u>	

Income Received April 2020 – September 2020

18/4/2020	1 st part of WLBC Concurrent Grant	£	452.50
22/4/2020	1 st part of WLBC Precept	<u>£</u>	<u>8,716.00</u>
	Total	<u>£</u>	<u>9,168.50</u>

Newburgh Parish Council				
Budget/Expenditure Statement		2020/21		
Detail	Budget	Sep Expenditure	Underspend/ (Overspend)	
	£	£	£	
Clerk's Salary	7870	3997	3873	
Clerks Pension	580	246	334	
Clerk's Expenses	300	79	221	
General Admin	250	241	9	
Postage	100	0	100	
Members travel costs	20	0	20	
School Hire	150	0	150	
Training inc Quality Registration	200	55	145	
Audit	60	50	10	
Website Management	250	116	134	
Uncontested Election Costs	0	0	0	
	9780	4785	4995	
General Maint & Repair	850	0	850	
Bluebell Wood and field	2000	2175	-175	
Play Area Maintenance	300	0	300	
Insurance	700	507	193	
Associations				
Local council Review	21	17	4	
LAPTAC Subscription	226	218	8	
Hon Sec Honorarium	17	13	4	
Society Local Council Clerks	140	0	140	
CPRE	40	0	40	
WL Heritage Association	5	0	5	
	449	248	201	
Activities				
Newsletter	250	56	194	
Maintenance of SPID	1664	416	1248	
Christmas Celebrations	800	0	800	
	2714	472	2242	
S137 Expenditure				
Best Kept Village Competition	30	0	30	
Civic Service	50	0	50	
Donations	200	100	100	
Maintenance of the Dell	75	0	75	
	355	100	180	
TOTAL	17148	8286	8862	
Concurrent Grant				
Village Cleaning & Maintenance	905	446	459	
	905	446	459	
Reserves				
Bluebell Wood	4150	1320	2830	
General Reserve	6003	127	5876	
Footpath Reserve	1145	130	1015	

Newburgh Parish Council

Bank Reconciliation Statement
Month ending 30 September 2020

				£	£	
<u>Bank Statement Balances</u>						
	Clubs & Societies Account	30/09/2020			13,048.35	
	Savings Account	30/09/2020			-	
					13,048.35	
	Less unrepresented chqs				-	see below
					13,048.35	

Cash Book

	Bfwd Balance	2019		14,600.33		
	Receipts	to	30/09/2020	9,168.50		
				23,768.83		
Less	Payments	to	30/09/2020	10,720.48		
	Balance				13,048.35	

Unpresented Chqs

					0.00	
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Prepared by: Sandra Jones
Clerk to the Council /RFO

Date: 14-Oct-20