

NEWBURGH PARISH COUNCIL
Sandra Jones, Clerk to the Council
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19 November 2020

Dear Councillor

You are hereby summoned to attend the Parish Council Meeting which will be held by remote communication Zoom on Wednesday 25 November 2020 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 24 November 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 29 October 2020.
4. Issues raised by members of the public.
5. Planning:
 - a) Applications to be considered:

2020/0786/FUL- Retention of hardstanding to western side of rear yard at Eden Tea Room and Galleries, Course Lane.
 - b) To consider the latest position regarding the following outstanding planning applications relating to Eden Tea Rooms and agree any necessary actions:

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.

2020/0809/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.
6. To consider the following work plan items:
 - a) To agree proposed dates for Parish Council meetings in 2021 and agree any necessary actions.
 - b) To discuss and arrange a date for the next meeting of the Work Plan Priming Group with a view to drafting a list of suggestions for the Parish work plan for 2021.
 - c) To note the report from the recent Play Area Committee meeting and agree any actions.
 - d) To review Christmas 2020 arrangements and agree any actions.
 - e) To agree a timescale for a website content review and agree any actions.
7. To consider the best practice recommendation of the Committee on Standards in Public Life regarding the Consultation on Standards Complaints submitted by Parish/Town Clerks and agree any actions.
8. Finance
 - a) To approve Accounts for Payment for November 2020, Schedule attached.

Enclosures:

3. Minutes of Parish Council meeting on 29 October 2020.
- 8a. Schedule of Accounts for Payment – November 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 – November 2020

1&1 - website charges	£ 5.99 *Direct Debit
Nest Pension Scheme	£ 50.49 *Direct Debit
Mrs S Jones – November salary and expenses	<u>£ 690.81</u>
TOTAL	<u>£ 747.29</u>