

MINUTES of the Parish Council Meeting held on Wednesday 23 September 2020 commencing at 7pm.
The meeting was held by Zoom.

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

Borough Cllr Pope also attended the meeting.

074/20

TO RECEIVE APOLOGIES

Apologies were received from Cllr Baker, Cllr Atty and Cllr Moore.

075/20

COUNCILLORS TO DECLARE AN INTEREST IN ISSUES FOR DISCUSSION

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

076/20

TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 27 AUGUST 2020

It was resolved that the minutes of the Parish Council meeting held on 27 August 2020 should be approved and signed by the Chair.

077/20

ISSUES RAISED BY MEMBERS OF THE PUBLIC

Borough Cllr Pope confirmed that he had called in planning application 2020/0727/FUL – retention of satellite dishes at Eden Tea Room and Galleries to the West Lancashire Borough Council Planning Committee. He also mentioned that further planning applications had been submitted to West Lancashire Borough Council by Eden Tea Room and Galleries.

Borough Cllr Pope mentioned the traffic management system on Course Lane which is due to required mine works at a property on Course Lane and the recent work carried out on trees and the school hedge on Back Lane.

078/20

PLANNING

a) Applications to be considered:

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

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

It was resolved to submit the following comment:

Newburgh Parish Council is concerned about the possible impact on neighbour amenity with regard to the proposed mechanical ventilation and odour filtration system and would like to emphasise the importance of maintaining all the aspects of neighbour amenity in our rural village, which is situated in the Greenbelt.

2020/0727/FUL - Retention of two satellite dishes on the front elevation of the building at Eden Tearoom and Galleries, Course Lane

It was resolved to submit the following comment:

Newburgh Parish Council has concerns about the impact of this application and would like the following questions to be considered in any decision being made:

- 1 Why are two dishes necessary?
- 2 Could the dishes be sited in a less obtrusive position on the building?
- 3 What is the effect of the dishes on the visual amenity of a rural village in the Greenbelt?

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

2020/0671/FUL - single storey side extension at 19 Clovelly Drive, Newburgh – no comment.

079/20

WORKPLAN

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

The Annual Carol service held on the School playground is currently unlikely to take place given the latest developments regarding the Corona virus. A final decision will be made nearer the time. The Clerk was asked to contact Skelmersdale Prize Band, who have been provisionally booked to play at the event, to let them know the latest situation.

The Clerk informed Councillors that Giltrees have kindly offered to donate a tree to the Parish again this year. The Parish Councillors expressed their thanks for the generous gesture.

A quote has been received from P&R Electrical which includes the cost of £300 + VAT to decorate the Christmas tree. P&R Electrical are the approved contractors of West Lancashire Borough Council and have access to the power supply on the green. The Clerk informed Councillors that the quote is the same charge as last year and this cost is included in the 2020/21 budget. It was resolved to approve the quote for the decoration of the tree.

The quote for the additional lights for the Christmas tree is £432 + VAT. It was confirmed that if Councillors agree to purchase the lights, it will double the number of lights currently used for the tree. The Clerk also confirmed that most of this cost could be met from the under spend achieved due to not having to purchase a tree this year. In addition, other areas of the budget such as insurance were also underspent, so the lights could be purchased without having to use any reserves. It was resolved to purchase the additional lights for the tree. The Clerk was asked to make the necessary arrangements with P&R Electrical.

080/20

TO APPROVE THE ACCESSIBILITY STATEMENT FOR THE NEWBURGH PARISH COUNCIL WEBSITE AND AGREE ANY ACTIONS

It was explained that new legislation had been issued which require all public sector bodies to have a fully accessible website in place by 23 September 2020. The website needs to be compliant with WCAG 2.1 AA standard and a statement has to be displayed on the website informing the public how the website complies and the areas where it doesn't comply. The Councillors had been circulated with a copy of the Accessibility Statement prior to the meeting, which had been prepared by the Clerk following attendance at some training sessions. Following discussion, it was resolved to approve the Accessibility Statement.

081/20

FINANCE

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

The Accounts Schedule for September 2020 was approved for payment including the national 2.75% pay award in relation to the Clerk's salary. Payments will be made electronically wherever possible.

b) To consider a request from Newburgh School to contribute towards the cost of tree maintenance on trees bordering the school footpath and agree any actions

It was confirmed that Newburgh School had asked if the Parish Council would be able to contribute towards the cost of maintenance on trees bordering the school footpath, due to the large cost involved which would have to come out of the School budget. The quote for the work required had been broken down between essential and non-essential maintenance and the cost of the non-essential maintenance work was £400.

The Clerk had been in touch with West Lancashire Borough Council to clarify if the Concurrent Grant budget monies could be used for this work and had been informed that the work met the criteria. Councillors were reminded that in past years, the Concurrent Grant budget had been used to support the village by contributing towards the cost of Newburgh Fair. Following discussion, it was resolved to approve the request of Newburgh School regarding a contribution. The Clerk was asked to respond to the School to confirm that the Parish Council would contribute £400 towards the cost of tree maintenance on receipt of an invoice.

082/20

TO NOTE THE DATE AND TIME OF NEXT MEETING

The date of the next scheduled Parish Council meeting is 28 October 2020.

Schedule of Accounts for Payment – September 2020

Ref No	Payee	Amount
n/a	1&1 – website charges	£ 5.99* Direct Debit
n/a	NEST Pension Scheme	£ 53.43* Direct Debit
240920	Mrs S Jones – September salary and expenses	£ 752.81
240920	Playsafety – annual play area inspection	£ 86.40
240920	SLCC Enterprises Ltd – webinar fees	£ 66.00
240920	Working Woodlands – woodland maintenance	£ 510.00
240920	Mr P Clayton – mowing field	<u>£ 150.00</u>
TOTAL		<u>£ 1,624.63</u>