

NEWBURGH PARISH COUNCIL
Sandra Jones, Clerk to the Council
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18 March 2021

Dear Councillor

You are hereby summoned to attend the Parish Council Meeting which will be held by Zoom on Wednesday 24 March 2021 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 23 March 2021. 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 24 February 2021
4. Issues raised by members of the public
5. Planning:
 - a) Applications to be considered:
2021/0141/LDC - Certificate of Lawfulness - Domestic storage building at Mug House Barn, Cobbs Brow Lane.
 - b) To review the current status of any planning applications in relation to the Eden Tea Room and Galleries. Agree any actions required.
6. To consider the following work plan items:
 - a) To receive an update regarding recent flooding problems in the village and agree any actions
 - b) To receive an update on the village clean and maintenance plan, including litter on Cobbs Brow Lane, and agree any actions
 - c) To consider participating in the annual Newburgh Christ Church Spring Festival, if one takes place this year (S137 expenditure)
 - d) To discuss possible themes and dates regarding the Annual Parish Meeting and the May Parish Council meeting (AGM) and agree any further actions
7. To consider attendance at any National Association of Local Councils (NALC) online events and agree any necessary actions.
8. To review the Parish Council financial procedures, standing orders and scheme of delegation, training policy, risk assessment registers (including Bluebell Wood), complaints procedure and decide on any amendments as required
9. To agree arrangements for the annual meeting with the West Lancashire Borough Council Clean and Green service
10. Finance
 - a) To approve Accounts for Payment for March 2021, Schedule attached

Enclosures:

3. Minutes of Parish Council meeting on 24 February 2021
- 10a. Schedule of Accounts for Payment – March 2021

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 – March 2021

NEST Pension Scheme	£ 49.17* Direct Debit
Parish and Town Council Training Lancashire – training course	£ 30.00* retrospective
HMRC – NI payment	£ 17.85* retrospective
Mrs S Jones – March salary and expenses	£ 681.92
Mr P Atty – play area expenses	£ 29.48
Newburgh Fair – donation	£ 100.00 (S137 exp)
Yates Playgrounds – SPID costs Jan 20 – Mar 20 (inc)	<u>£ 499.20</u>
TOTAL	<u>£ 1,407.62</u>