

MINUTES of the Parish Council Meeting held on Wednesday 24 March 2021 commencing at 7pm.
The meeting was held by Zoom.

PRESENT: Cllrs Citarella (Chair), Moore, Atty, O'Keefe, Roughneen, Casey and Clerk Sandra Jones.
Borough Cllr Pope attended for part of the meeting.
No members of the public attended the meeting.

019/21

TO RECEIVE APOLOGIES

Apologies were received from Cllr Baker and Cllr Turner.

020/21

COUNCILLORS TO DECLARE AN INTEREST IN ISSUES FOR DISCUSSION

Cllr Citarella and Cllr O'Keefe declared a pecuniary interest in the items relating to Eden Tea Rooms.
Cllr Casey declared an interest in the payments list as she is the Chair of Newburgh Fair Association and Cllr Atty also declared an interest in the payments list as he was included on the list.

021/21

TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 24 FEBRUARY 2021.

It was resolved that the minutes of the Parish Council meeting held on 24 February 2021 should be approved and signed by the Chair.

022/21

ISSUES RAISED BY MEMBERS OF THE PUBLIC

The meeting was not adjourned for public discussion as no members of the public were present.

023/21

PLANNING

a) Applications to be considered:

2021/0141/LDC – Certificate of Lawfulness – Domestic storage building at Mug House Barn, Cobbs Brow Lane – No comment.

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

b) To review the current status of any planning applications in relation to the Eden Tea Room and Galleries. Agree any actions required.

It was confirmed that the Parish Council had received notification of two further planning applications via the weekly planning list the same day of the Parish Council meeting. As there had been no time to adequately look into the specific details of each application it was resolved that any potential response to the planning applications would be agreed at a future Parish Council meeting.

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

024/21

WORKPLAN

a) To receive an update regarding recent flooding incidents in the village and agree any actions.

It was confirmed that a drainage company had worked to clear surface water drains near Newburgh School and a report would be requested from LCC on the results of this and any other investigations. A date is still to be arranged for the proposed meeting with representatives from Lancashire County Council with regards to drafting a comprehensive flooding plan for the village.

b) To receive an update on the village clean and maintenance plan including litter on Cobbs Brow Lane and agree any actions.

A review of the condition of the village assets will be undertaken and any basic tasks which can be completed by Councillors or volunteers are hoped to take place once it is deemed safe. The issue of litter on Cobbs Brow Lane has been raised with the Parish Council and the Clerk was asked to chase the West Lancashire Borough Council Clean and Green department for progress, having reported the matter some weeks previously.

c) To consider participating in the Newburgh Christ Church Spring Festival, if one takes place this year (S137 expenditure)

It was confirmed that due to the Church still being closed due to the pandemic, it was unlikely that a Spring Festival would take place this year.

d) To discuss possible themes and dates regarding the Annual Parish Meeting and the May Parish Council meeting (AGM) and agree any further actions

Due to the ongoing uncertainty around the pandemic and the timetable of when restrictions are likely to be lifted, it was resolved that the Annual Parish Meeting would be held just before the Parish Council meeting on 25 May. The agenda will follow the same as in previous years, with the Chair's report of the year and a section for the public to raise any issues. At present it is unknown whether the meeting will be held virtually by Zoom or in public. If permission is given by the Government to hold meetings in public by this date, then enquiries will be made with the School and Sports Club as to the possibility of using their premises for the meeting,

025/21

TO CONSIDER ATTENDANCE AT ANY NATIONAL ASSOCIATION OF LOCAL COUNCILS (NALC) ONLINE EVENTS AND AGREE ANY NECESSARY ACTIONS.

Councillors were informed that there are a number of online events being held by NALC at the cost of £30 per head during this year and were asked to contact the Clerk to confirm if they would like to attend any of the courses.

026/21

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 ANY AMENDMENTS AS REQUIRED.

Councillors had received drafts of all the procedures and policies being considered prior to the meeting. Following discussion, it was resolved to approve all the policies and procedures without any amendments.

Borough Cllr Pope was admitted to the meeting at this point.

027/21

TO AGREE ARRANGEMENTS FOR THE ANNUAL MEETING WITH THE WEST LANCASHIRE BOROUGH COUNCIL CLEAN AND GREEN SERVICE.

It was resolved that the Clerk would contact the department to try to arrange a virtual meeting with officers. Councillors will be asked to confirm availability once a selection of dates are proposed.

028/21

FINANCE

a) To agree Accounts for Payment for March 2021, Schedule attached.

Cllrs Casey and Atty were put into the waiting room at this point.

The Accounts Schedule for March 2021 was approved for payment. Payments will be made electronically wherever possible.

Cllrs Casey and Atty were admitted back into the meeting at this point.

The Chair then adjourned the meeting to allow Borough Cllr Pope to raise any issues.

An update was provided on the latest position regarding flooding in the village and Borough Cllr Pope confirmed that he knew that the drainage company had been out to Newburgh and a report was due from Lancashire County Council. He confirmed that the relevant officers at Lancashire County Council are very busy at present but initial feedback has been received from the drainage company and it is hoped that further information will be provided in the next few days. Borough Cllr Pope also informed the meeting that the purdah period was due to commence at the end of the week in the run up to the elections, resulting in an increase of announcements being released to the public in the last few weeks.

The meeting was reconvened and the Chair closed the meeting at 7.40pm.

Schedule of Accounts for Payment – March 2021

Ref No	Payee	Amount
n/a	NEST Pension Scheme	£ 49.17* Direct Debit
260221	Parish and Town Training Lancashire – training course	£ 30.00 retrospective
020321	HMRC – NI payment	£ 17.85 retrospective
250321	Mrs S Jones – March salary and expenses	£ 681.92
250321	Mr P Atty – play area expenses	£ 29.48
250321	Newburgh Fair – donation	£ 100.00(S137 exp)
250321	Yates Playgrounds Ltd – SPID costs – Jan 21 – March 21	<u>£ 499.20</u>
TOTAL		<u>£ 1,407.62</u>