

NEWBURGH PARISH COUNCIL
Sandra Jones, Clerk to the Council
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14 September 2023

Dear Councillor

You are hereby summoned to attend the Parish Council Meeting which will be held at Newburgh School on Back Lane on Wednesday 20 September 2023.

Yours sincerely



Sandra Jones
Clerk of the Council

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 26 July 2023
4. Issues raised by members of the public (total time 15 minutes)
5. Planning:
 - a) Applications to be considered:
2023/0689/FUL - proposed single storey rear extension to form bathing accommodation for disabled occupant at 60 New Acres, Newburgh.

2023/0792/LBC & 2023/0794/FUL - Listed Building Consent and application for Single storey link extension between existing Grade II listed house and converted 'Shant' building at Boundary Farm, Ash Brow, Newburgh.
 - b) To receive a verbal update on the Lancashire County Council application LCC/2022/0014 relating to Round O Quarry and agree any actions.
6. To consider the following work plan items:
 - a) To consider Christmas arrangements including Village Carol service and provision of Christmas tree on the village green.
 - b) To receive a verbal update on road issues in the village, including the hire of a new speed device, and agree any actions.
 - c) To receive a verbal update on flooding issues in the village and agree any actions.
 - d) To receive an update on play area issues and agree any necessary actions.
 - e) To consider the issue of a replacement school crossing person and agree any actions.
7. To receive a verbal update on Appleton Fields and agree any actions.
8. To consider whether to opt in to the Lancashire County Council Rights of Way Local Delivery Scheme 2023-24 for a payment of £500 and/or opt in to the Biodiversity Small Grant Scheme 2023-24 for a payment of £300 and agree any actions.
9. To consider attendance at the Annual Parish and Town Conference event held at County Hall, Preston on Saturday 4 November 2023.
8. Finance
 - a) To approve Accounts for Payment for August 2023 (retrospective) and September 2023, Schedules attached.
 - b) To note Income Received April 2023 – August 2023.
 - c) To note Budget/Expenditure Statement year to date 31 August 2023.
 - d) To note Bank Reconciliation Statement year to date 31 August 2023.

9. To note the Clerks report (information only).
10. Councillors to raise issues for discussion only (10 minutes total time).
11. To note date and time of next meeting

Enclosures:

3. Minutes of Parish Council meeting on 27 July 2023.
- 8a. Schedule of Accounts for Payment August 2023 and September 2023.
- 8b. To note Income Received April 2023 – August 2023.
- 8c. To note Budget/Expenditure Statement year to date 31 August 2023.
- 8d. To note Bank Reconciliation Statement year to date 31 August 2023.

Schedule of Accounts for Payment – August 2023

1&1 - website charges	£ 11.99 Direct Debit
Nest Pension Scheme	£ 70.49 Direct Debit
HMRC – NI payment	£ 7.75retrospective
Mrs S Jones – August salary, backpay and expenses	£ 891.26 retrospective
Play Safety – Annual Play area inspection	£ 94.20 retrospective
Mr J Horrobin – canal footpath and play area maintenance	£ 276.00retrospective
TOTAL	<u>£ 1,351.69</u>

Schedule of Accounts for Payment – September 2023

1&1 - website charges	£ 11.99 Direct Debit
Nest Pension Scheme	£ 57.03 Direct Debit
HMRC – NI payment	£ 7.94
Mrs S Jones – September salary and expenses	£ 794.47
SLCC Enterprises Ltd – Annual Conference fee	£ 180.00
Mr J Horrobin- play area maintenance	£ 26.00
TOTAL	<u>£ 1,077.43</u>

Income Received April 2023 – August 2023

19/4/2023	1 st part of WLBC Precept	£8,809.00
19/5/2023	Lancashire County Council Biodiversity Grant	£ 300.00
09/6/2023	1 st part of WLBC Concurrent Grant	£ 465.00
12/6/2023	Church contribution towards Coronation Tree	£ 100.00
14/6/2023	Interest	<u>£ 13.07</u>
	Total	<u>£9,687.07</u>

Newburgh Parish Council					
Budget/Expenditure Statement		2023/24			
Detail		Budget	Aug Expenditure	Underspend/ (Overspend)	
		£	£	£	
Clerk's Salary		9773	3981	5792	
Clerks Pension		705	323	382	
Clerk's Expenses		200	82	118	
General Admin		250	71	179	
Postage		50	0	50	
Members travel costs		20	0	20	
School Hire		150	16	134	
Training inc Quality Registration		300	246	54	
Audit		60	60	0	
Website Management		250	70	180	
Uncontested Election Costs		0	0	0	
		11758	4849	6909	
Village Maint & Repair		200	0	200	
Appleton Fields		0	0	0	
Play Area Maintenance		300	20	280	
Insurance		540	580	-40	
Associations					
Local council Review		0	0	0	
LAPTAC Subscription		226	195	31	
Hon Sec Honorarium		17	13	4	
Society Local Council Clerks		170	0	170	
CPRE		40	0	40	
WL Heritage Association		5	0	5	
		458	208	250	
Activities					
Newsletter		250	80	170	
Maintenance of SPID		1872	468	1404	
Christmas Celebrations		800	0	800	
		2922	548	2374	
S137 Expenditure					
Best Kept Village Competition		30	0	30	
Civic Service/Chair Allowance		50	44	6	
Donations		200	319	-119	
Maintenance of the Dell		75	0	75	
		355	363	-83	
TOTAL		16533	6567	9966	
Concurrent Grant					
Village Cleaning & Maintenance		930	930	0	
		930	930	0	
Reserves					
Community Infrastructure Levy Grant		1522	0	1522	
Appleton Fields		1350	1350	0	
General Reserve		8871	563	8308	
Footpath Reserve		895	250	645	

Newburgh Parish Council**Bank Reconciliation Statement**
Month ending 31 August 2023**Bank Statement Balances**

Clubs & Societies Account	31/08/2023	£	2,828.06	
Savings Account	31/08/2023	£	118.81	
Public Sector Deposit Fund	31/08/2023		13,000.00	
			15,946.87	
Less unrepresented chqs			-	see below
			15,946.87	

Cash Book

Bfwd Balance	2023	16,240.14	
Receipts	to 31/08/2023	9,687.07	
		25,927.21	
Less Payments	to 31/08/2023	9,980.34	
Balance			15,946.87

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

Date: 08-Sep-23