

MINUTES of the Parish Council Meeting held on Wednesday 25 January 2023 at Newburgh School, Back Lane commencing at 7pm.

PRESENT: Cllrs Moore (Chair), Roughneen, Turner, O'Keefe, Atty, Halliwell and Pennington and Clerk Sandra Jones.

Borough Cllr Pope and one member of the public also attended.

001/23

TO RECEIVE APOLOGIES

No apologies were received.

002/23

COUNCILLORS TO DECLARE AN INTEREST IN ISSUES FOR DISCUSSION

Cllr Moore and Cllr Atty declared an interest in the Appleton Fields item. Cllrs O'Keefe and Pennington declared an interest in the Eden planning item. Cllr O'Keefe declared an interest in the planning application relating to Ellewood. Cllrs Moore, Turner and Halliwell declared an interest in the finance payments item.

003/23

TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 8 DECEMBER 2022

It was resolved that the minutes of the Parish Council meeting held on 8 December 2022 should be approved and signed by the Chair.

004/23

ISSUES RAISED BY MEMBERS OF THE PUBLIC

The meeting was adjourned for public discussion.

The member of the public raised the issue of various flooding incidents in the village following recent rainfall, especially on Back Lane. The Clerk confirmed that flooding on Back Lane, Tears Lane, Course Lane, Ash Brow and Sandy Lane had been reported to the Highways department.

Borough Cllr Pope confirmed that he had been in touch with the relevant officers at Lancashire County Council about the flooding in the village and some of the areas had already been jet washed to try to remove any blockages. Some of the areas have been added to a list of 100, which have been identified as requiring additional digging works to try to solve the problem. In addition, some of the flooding would appear to originate from issues on private land and it takes time to contact the landowners to request that necessary works are carried out to resolve the problem.

The meeting was reconvened.

005/23

PLANNING

a) Applications to be considered:

2022/1310/FUL – Full planning permission for the removal of existing portacabin and erection of construction education suite and associated landscaping at Apple Cast North West Eco Centre, Cobbs Brow

Following discussion, it was resolved to take a neutral stance and approve the following comment:

Newburgh Parish Council is pleased to support the ongoing success of Apple Cast. As far as we can assess, the very special circumstances which were demonstrated to outweigh any potential harm to the Green Belt in planning application 2021/0845/FUL are relevant to this application. We draw attention to the submissions by United Utilities and Highways on drainage and access.

Cllr O'Keefe left the meeting at this point.

2022/1117/FUL – Construction of a single storey extension to the rear of Ellewood, 4 Chestnut Close – no comment.

Cllr O'Keefe returned to the meeting at this point.

b) To receive an update on the planning applications relating to Eden Tearoom and Galleries and agree any actions.

It was confirmed that the planning application relating to extended opening hours had been approved for a temporary period of three years by the West Lancashire Borough Council Planning Committee.

006/23

WORKPLAN

a) To receive a verbal update regarding village road issues and agree any actions.

It was confirmed that the large banner promoting slower speeds had been put up and the small yellow bin stickers were available for residents to collect at the Post Office if they were happy to display on their waste bins. A notice asking for residents to support the scheme is up in the Post Office and the village noticeboard.

Following the decision at the December Parish Council meeting to purchase a replacement speed device when sufficient funds were in place, it was confirmed that an application made to the Lancashire County Council Parish Champion had been successful. Suppliers had been asked for quotes and contact would be made with other Parishes and the relevant officer at Lancashire County Council to ensure that an appropriate model could be identified which would fit the criteria.

Lancashire County Council had recently confirmed that it would not replace the grit bin which had been situated on Cobbs Brow Lane near the village green for many years as Cobbs Brow Lane is now on the winter gritting list. Following discussion, it was resolved not to purchase a new grit bin at this point as residents had not been in touch to ask for a replacement and the cost could not be justified with other pressures on the budget for next year.

The condition of the cobbled canal underpass on Deans Lane has been reported to the Canal & River Trust who have confirmed that they will investigate.

b) To receive an update on flooding issues in the village and agree any actions.

Flooding issues had already been covered as part of the public discussion item. The Parish Council is hoping to set up a meeting with officers at Lancashire County Council to get an update on the work which has been completed and any other planned works in the near future.

A further freedom of information request has been submitted to the Environment Agency in relation to the Lancashire County Council planning application for Round O Quarry, with a copy being sent to the relevant officer at Lancashire County Council. The request contained further evidence of discoloured water either as seepage or run off from the quarry and the resulting environmental impact around and downstream of the quarry. Concerns have been raised about the impact of overfilling which could result in flooding issues downstream of the quarry.

Borough Cllr Pope and the member of the public left at this point.

c) To receive an update on the latest position regarding possible entry for the Best Kept Village competition and agree any actions.

All village areas and assets have been inspected and a plan has been drawn up relating to any tasks required, including whether the work can be done by the Parish Council or may need to be done by a tradesman. Estimated costs have been included as part of the budget process for the new financial year. A final decision to enter the competition will be made before the end of March.

d) To draft a community engagement plan including the circulation of information received from Borough and County Councils and agree any actions.

Following the ceasing of publication of the Champion newsletter, which used to be delivered to every home in the village, Councillors considered the best way to circulate important information. Although, the Parish Council has a noticeboard, Facebook page and website and produces a newsletter four times a year, there was concern that important information still might not reach the residents who really need to know. It was resolved to contact local organisations to ask if they would like to be circulated weekly community engagement briefs and other similar correspondence in order to pass onto their members.

e) To receive an update from the Work Plan Priming Group and agree any actions required regarding the Parish work plan for 2023.

The proposed Work Plan for 2023 from the Work Plan Priming Group was approved.

007/23

TO RECEIVE AN UPDATE ON APPLETON FIELDS AND AGREE ANY ACTIONS.

Alternate trustee and resident meetings usually take place, however this process is now being reviewed. A masterplan is being developed for the wood and meadow. The lease process is currently held up pending a response from Solicitor, who will be contacted again to chase up a draft lease. Volunteers are still meeting on the last Saturday of the month to carry out works such as planting whips. No decisions were required on this occasion so Cllr Moore and Cllr Atty did not leave the meeting.

008/23

TO RECEIVE AN UPDATE ON THE PETER LATHOM CHARITY AND CONSIDER THE LOCAL GROUPS WHO MAY BE ELIGIBLE TO RECEIVE A GRANT. AGREE ANY NECESSARY ACTIONS

Cllr Atty is the Newburgh representative for the Peter Lathom Charity and informed the meeting that money is available for local groups. He has a list of the groups who currently receive a grant and asked Councillors to let him know of any other possible recipients.

009/23

FINANCE

a) To agree Accounts for Payment for January 2023 (schedule attached).

Cllrs Moore, Turner and Halliwell left the meeting at this point and Cllr Roughneen took the Chair.

It was resolved to approve the Accounts for payment for January 2023. Payments will be electronic wherever possible.

Cllrs Moore, Turner and Halliwell returned to the meeting at this point and Cllr Moore resumed as Chair.

b) To consider submitting a grant application to the West Lancashire Borough Council Capital Scheme 2023/24 and agree any actions.

It was resolved to submit a grant application to the West Lancashire Borough Council Capital Scheme towards the cost of a new speed device. The Clerk was asked to make the necessary arrangements.

c) To consider recommendations from the Finance Committee and set Precept and Budget for 2023/24.

All Parish Councillors had attended the Finance Committee held on 18 January 2023 and were aware of the main issues, which centred around the rising cost of inflation and the wish to purchase a new speed device. The members of the Parish Council were divided on whether it was fair to levy an increase on residents at a time when so many other costs are increasing, although it was acknowledged that inflation was currently at 10% and not increasing the precept would result in the Parish Council having to use reserves, if the grant application for a new speed device was unsuccessful and cover for the Clerk was required around the end of this year.

The members of the Finance Committee had voted by 2:1 to increase the precept by 5.7%, which would result in an increase in cost from £36.40 to £38.50 per year for a Band D household.

Following discussion, Councillors voted 4:3 to approve a Precept and budget which does not increase the cost for residents this year. The Precept will remain at the current cost of £36.40 per Band D household and residents will be informed.

d) To note income received from October 2022 – December 2022.

The income received from October 2022 - December 2022 was noted.

e) To note Bank Reconciliation Statement for December 2022.

The Bank Reconciliation Statement for December 2022 was noted.

f) To note Budget/Expenditure Statement for the year to December 2022.

The Budget/Expenditure Statement for year to December 2022 was noted.

010/22

DATE AND TIME OF NEXT MEETING

The next Parish Council meeting will be held on 22 February 2022 at 7pm.

The meeting ended at 8.15pm.

Schedule of Accounts for Payment – January 2023.

Ref No	Payee	Amount
N/A	1&1 - website charges	£ 11.99 Direct Debit
N/A	Nest Pension Scheme	£ 66.59 Direct Debit
260123	HMRC – NI payment	£ 4.90
260123	Mrs S Jones – January salary and expenses	£ 776.43
260123	Mrs M Turner – carol service expenses	£ 63.48
260123	Mr C Moore – work plan meeting expenses	£ 9.00
260123	Mr P Halliwell – finance committee meeting expenses	£ 12.00
260123	LALC – New Councillor course	£ 35.00
260123	SLCC Enterprises Ltd _ Practitioners Conference	£ 120.00
260123	Yates Playgrounds – replacement matting and play area repairs	£ 803.40
260123	Yates playgrounds – SPID costs Oct 22 – Dec 22 (inc)	<u>£ 626.40</u>
	TOTAL	<u>£ 2,556.19</u>

Income Received – October 2022 – December 2022.

4/11/22	WLBC Concurrent Grant part 2	£ 452.50
31/12/22	Bank Interest	<u>£ 9.89</u>
	TOTAL	<u>£ 462.39</u>

Newburgh Parish Council					
Budget/Expenditure Statement		2022/23			
Detail		Budget	Dec	Underspend/	
		£	Expenditure	(Overspend)	
			£	£	
Clerk's Salary		8695	6594	2101	
Clerks Pension		635	481	154	
Clerk's Expenses		200	105	95	
General Admin		500	129	371	
Postage		100	0	100	
Members travel costs		20	18	2	
School Hire		150	65	85	
Training inc Quality Registration		330	160	170	
Audit		60	50	10	
Website Management		250	100	150	
Uncontested Election Costs		500	176	324	
		11440	7878	3562	
Village Maint & Repair		176	0	176	
Appleton Fields		1319	1150	169	
Play Area Maintenance		300	0	300	
Insurance		540	525	15	
Associations					
Local council Review		21	0	21	
LAPTAC Subscription		226	204	22	
Hon Sec Honorarium		17	13	4	
Society Local Council Clerks		160	0	160	
CPRE		40	36	4	
WL Heritage Association		5	0	5	
		469	253	216	
Activities					
Newsletter		250	141	109	
Maintenance of SPID		1664	884	780	
Christmas Celebrations		800	97	704	
		2714	1121	1593	
S137 Expenditure					
Best Kept Village Competition		30	0	30	
Civic Service		50	0	50	
Donations		200	48	152	
Maintenance of the Dell		75	0	75	
		355	48	307	
TOTAL		17313	10976	6337	
Concurrent Grant					
Village Cleaning & Maintenance		905	905	0	
		905	905	0	
Reserves					
Community Infrastructure Levy Grant		1522	0	1522	
Appleton Fields		1181	0	1181	
General Reserve		7911	1078	6833	
Footpath Reserve		895	0	895	

Bank Reconciliation Statement
Month ending 31 December 2022

-1713-