

MINUTES of the Parish Council Meeting held on Wednesday 26 October 2022 at Newburgh School, Back Lane commencing at 7pm.

PRESENT: Cllrs Moore (chair), O'Keefe, Roughneen, Turner, Atty and Clerk Sandra Jones. Borough Cllr Pope, County Cllr Bailey and one member of the public also attended.

092/22

TO RECEIVE APOLOGIES

Apologies were received from Cllr Halliwell.

093/22

COUNCILLORS TO DECLARE AN INTEREST IN ISSUES FOR DISCUSSION

Cllr Moore and Cllr Atty declared an interest in the Appleton Fields item as they are Trustees for the new village association.

Cllr O'Keefe declared an interest in the Eden planning application item.

094/22

TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 28 SEPTEMBER 2022

It was resolved that the minutes of the Parish Council meeting held on 28 September 2022 should be approved and signed by the Chair.

095/22

ISSUES RAISED BY MEMBERS OF THE PUBLIC

The meeting was adjourned for public discussion.

County Cllr Bailey mentioned the forthcoming Parish & Town Council Conference which is scheduled for 12 November and confirmed that he would be doing a presentation as he is Lead Member for Highways and Active Travel.

The member of the public raised the issue of increasing dog poo on pavements all over the village, which seems to be getting worse since lockdown. The Parish Council was asked if there was anything they could do including contacting West Lancashire Borough Council to arrange a visit from a member of the Enforcement Team.

The meeting was reconvened.

096/22

PLANNING

a) Applications to be considered:

There were no applications considered at this meeting.

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

There was nothing to report on this occasion.

c) LCC/2022/0014 - County Matter - Amendment of Condition 6 of planning permission 8/10/0241 to allow approval of amended restoration contours together with the submission of a restoration and aftercare scheme to comply with conditions 29 and 31 of planning permission 8/10/0241 at Round O Quarry, Cobbs Brow Lane, Newburgh

It was confirmed that the Parish Council had submitted a couple of objections so far relating to the overfilling of the quarry and the apparent lack of knowledge regarding the resulting impact and effluent coming out of the side of the quarry. Freedom of Information requests submitted to the Environment Agency appeared to reveal that there was no apparent responsibility for monitoring outside the boundary of the site. A recent response from the Environment Agency posted to the Lancashire County Council website confirmed details of what they do, but has raised concerns following a statement that it was unaware of significant impact on groundworks even though the Parish Council had sent in photographs of evidence.

Following discussion, it was resolved that the Parish Council would respond to the named officer at the Environment Agency who had submitted the comment, providing details and photographic evidence again of the impact from overfilling at the quarry. A copy of the email will also be sent to the officer at Lancashire County Council dealing with the application. It is thought that the application may be considered at the Lancashire County Council Development Committee meeting on 7 December.

097/22

WORKPLAN

a) To receive a verbal update regarding the village roads and agree any actions

Following the presentation by Andrew Pratt MBE, Deputy Police & Crime Commissioner for Lancashire, at our previous Parish Council meeting on 28 September, useful links regarding how to report road issues and information about Community Road Watch Schemes had been received. Efforts are currently being made to contact the relevant officers/individuals to find out more information, particularly regarding the community road schemes. A webinar about making roads safer is being held on 31 October and will be attended by a representative of the Parish Council. Feedback will be provided at the next Parish Council meeting. The Parish Council is in receipt of a large banner and small stickers promoting slower speeds and are currently looking at the best locations in the village for both.

b) To review the current state of areas in the village pending consideration of entering the Lancashire Best Kept Village competition in 2023 and agree any actions.

The criteria for this year's Lancashire Best Kept Village competition had been circulated to Councillors since the last Parish Council meeting and it was noted that the village had a lot of areas which could be entered in the competition. It was resolved that a review of all village assets and public areas would be undertaken before the end of November to enable a programme of required tasks to be drawn up. Estimated costs for the work will be included in the draft budget proposals for 2023/24 and the funding will be provided from reserves where possible.

c) To receive an update on play area issues and agree any actions.

It was confirmed that the work on the matting to the entrance of the play area had not been completed. The company due to undertake the work had been very busy with additional work requested by West Lancashire Borough Council but it was hoped that the work would be done in the next few weeks. Weekly checks of the play area are undertaken by the Parish Council and the school caretaker also does regular visual checks too. It was noted that compliments had been received from residents regarding the condition of the play area, which is very popular with the young children in the village.

d) To consider arrangements for Remembrance Sunday on 13 November and agree any actions.

The Clerk confirmed that a wreath had been ordered from the Royal British Legion, but Councillors needed to agree the donation. The cost of the wreath was £20 and it was resolved to donate £30 to the Royal British Legion (£10 expenditure). It was confirmed that the Chair of the Parish Council, Cllr Moore, would attend the service at Christ Church Newburgh and present the wreath on behalf of the Parish Council.

098/22

TO RECEIVE AN UPDATE ON THE LANCASHIRE COUNTY COUNCIL MARIO (MAPS AND RELEVANT INFORMATION ONLINE) SYSTEM WEBINAR

Councillors were informed that the webinar contained lots of useful information regarding the MARIO system and it was recommended that each Councillor went online to have a look at the system to find out all the areas covered. Searches can be done by area and there are lots of layers of information which can be accessed providing details of bus stops, Parish boundaries, schools, streetlights, road status, footpaths and drainage. The system had recently been revamped and it is hoped that further information will be available in future.

099/22

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

Minutes of the last public meeting had been circulated to Councillors. Whips have recently been provided by the Woodland Trust. Further wildflower seeds have been sown and funding opportunities are being explored for future works, including a possible grant from the County Council. It was confirmed that the trustees were considering the latest proposals for the lease and would respond as soon as possible. As there was nothing for the Parish Council to consider prior to receiving the response from the trustees regarding the lease, there was no requirement for Cllr Moore and Cllr Atty to leave the meeting.

Borough Cllr Pope and County Cllr Bailey left the meeting at this point,

100/22

TO CONSIDER ATTENDANCE AT THE LANCASHIRE COUNTY COUNCIL PARISH & TOWN CONFERENCE IN PRESTON ON 12 NOVEMBER.

Cllr Roughneen will represent the Parish Council at the Parish & Town Conference on 12 November. The Clerk was asked to make the necessary arrangements.

101/22

TO CONSIDER A REVIEW OF THE PARISH COUNCIL WEBSITE INCLUDING THE ACCESSIBILITY STATEMENT AND AGREE ANY ACTIONS.

Councillors were asked to review their website areas of responsibility to ensure that the information was correct. It was confirmed that the website is currently maintained by the Clerk and Cllr Moore. However, due to Cllr Moore's increased responsibility in being Chair of the Parish Council, Councillors were asked if they would like to volunteer to take over those duties. Councillors were asked to contact Cllr Moore and the Clerk for more details and training will be provided. The Accessibility Statement was reviewed, but it was felt that no revisions were necessary at this point as the main issue regarding the photo gallery on the website was still to be resolved. Efforts are still being made to find a cost-effective way to ensure that this area of the website complies with the legislation.

102/22

FINANCE

a) To agree Accounts for Payment for October 2022, schedule attached.

The Clerk confirmed that the amount for Paul Adams of £384 had been reduced to £360, following receipt of the invoice. It was resolved to approve the amended Accounts for payment for October 2022, payments will be electronic wherever possible.

b) To note Income received July 2022 – September 2022.

The Income Received statement for July 2022 – September 2022 was noted.

c) To note the Budget/Expenditure Statement as at 30 September 2022.

The Budget/Expenditure Statement as at 30 September 2022 was noted.

d) To note the Bank Reconciliation Statement as at 30 September 2022.

The Bank Reconciliation Statement as at 30 September 2022 was noted.

103/22

DATE AND TIME OF NEXT MEETING

The next Parish Council meeting will be held on 23 November 2022 at 7pm.

The meeting ended at 8pm.

Schedule of Accounts for Payment – October 2022

Ref No	Payee	Amount
N/A	1&1 - website charges	£ 11.99 Direct Debit
N/A	Nest Pension Scheme	£ 70.00 Direct Debit
271022	HMRC – NI payment	£ 28.01
271022	Mrs S Jones – October salary and expenses	£ 920.16
271022	Mr J Horrobin – play area maintenance	£ 24.00
271022	SLCC Annual Conference fee	£ 150.00
271022	Yates Playgrounds – SPID fees July 2022 – September 2022	£ 561.60
271022	CPRE – annual membership	£ 36.00
271022	Paul Adams – mowing field	£ 360.00 * item 102/22
	TOTAL	£ 2,161.76
	Plus donation Royal British Legion wreath (item 097/22d)	£ 30.00
	REVISED TOTAL	£ 2,191.76

Income Received July 2022 – September 2022

Date	Income details	Amount
28/09/22	2nd part Precept	£8,514.50
30/09/22	Bank Interest	£ 9.89
	Total	£8,524.39

Newburgh Parish Council					
Budget/Expenditure Statement		2022/23			
Detail	Budget	Sep	Underspend/		
	£	Expenditure	(Overspend)		
		£	£		
Clerk's Salary	8695	4292		4403	
Clerks Pension	635	275		360	
Clerk's Expenses	200	63		137	
General Admin	500	122		378	
Postage	100	0		100	
Members travel costs	20	18		2	
School Hire	150	65		85	
Training inc Quality Registration	330	35		295	
Audit	60	50		10	
Website Management	250	70		180	
Uncontested Election Costs	500	176		324	
	11440	5166		6274	
Village Maint & Repair	176	0		176	
Appleton Fields	1319	850		469	
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	0		40	
WL Heritage Association	5	0		5	
	469	217		252	
Activities					
Newsletter	250	141		109	
Maintenance of SPID	1664	416		1248	
Christmas Celebrations	800	0		800	
	2714	557		2157	
S137 Expenditure					
Best Kept Village Competition	30	0		30	
Civic Service	50	0		50	
Donations	200	18		182	
Maintenance of the Dell	75	0		75	
	355	18		262	
TOTAL	17313	7333		9980	
Concurrent Grant					
Village Cleaning & Maintenance	905	530		376	
	905	530		376	
Reserves					
Community Infrastructure Levy Grant	1522	0		1522	
Appleton Fields	1181	0		1181	
General Reserve	7911	513		7398	
Footpath Reserve	895	0		895	

Bank Reconciliation Statement
Month ending 30 September 2022

Cash Book

Outstanding payments

Prepared by: Sandra Jones		Date:	18-Oct-22
Clerk to the Council /RFO			