

MINUTES of the Parish Council Meeting held on Wednesday 20 September 2023 at Newburgh School, Back Lane commencing at 7pm.

PRESENT: Cllrs Roughneen (chair), O'Keefe, Halliwell, Turner, Pennington and Clerk Sandra Jones. Borough Cllr Whittington also attended. No other members of the public were present.

082/23

TO RECEIVE APOLOGIES

Apologies were received from Cllr Atty and Cllr Halliwell.

083/23

COUNCILLORS TO DECLARE AN INTEREST IN ISSUES FOR DISCUSSION

No interests were declared.

084/23

TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 26 JULY 2023

It was resolved that the minutes of the Parish Council meeting held on 26 July 2023 should be approved and signed by the Chair.

085/23

ISSUES RAISED BY MEMBERS OF THE PUBLIC

The meeting was adjourned for public discussion.

The Parish Council had been contacted by resident highlighting concerns regarding the height of the conifers on Sandy Lane and Back Lane, which had grown taller than the nearby properties and appeared to be touching overhead wires. When this issue has been raised in the past, the matter had been reported to Lancashire County Council in the first instance.

The meeting was reconvened.

086/23

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.

Following discussion, it was resolved to that the Parish Council should take a neutral stance and submit the following comment:

Newburgh Parish Council generally supports residents who need to develop their property to meet increased accessibility needs, once the result does not have a negative impact on neighbours' amenity.

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 – No comment.

b) To consider a response to planning application LCC/2022/0014 Round O Quarry, following information received from the Environment Agency since last Parish Council meeting and agree any actions.

It was confirmed that there had been no progress since the last Parish Council meeting, however, it was hoped that the Environment Agency would be conducting a visit to the site very soon, as promised in their last email. It is still not known when the application will be considered by the Development Control Committee at Lancashire County Council.

087/23

WORKPLAN

a) To consider Christmas arrangements for 2023, including the Village Carol service and provision of a tree on the village green and agree any actions.

Councillors were informed that Giltrees had offered a free tree to the village again, as in previous years. The Clerk was asked to respond to Giltrees to accept the offer and thank them for their very kind gesture. P & R Electrical had confirmed that the cost to decorate the Christmas tree on the village green would be the same as last year, which was £330 plus VAT (the same as in previous years and the amount already budgeted for). The Clerk was asked to contact P & R Electrical to approve the quote for the decoration of the Christmas tree.

The issue of the Village Carol service was considered, and it was noted that the service held in the school in 2022 was poorly attended. Following discussion, it was resolved to try to arrange another Village Carol service for 2023, possibly with a change of location such as the Red Lion. It was resolved to contact the Red Lion to see if there could be a village partnership between the Parish Council, village organisations and the Red Lion to arrange and publicise a different version of the Village Carol service in order to try to encourage better attendance. An update will be provided at the October Parish Council meeting.

b) To receive a verbal update regarding village roads, including a replacement speed device and agree any actions.

It was resolved to confirm that the new rented speed device should be moved around the village on a monthly basis from October. The Clerk was asked to make the necessary arrangements and obtain appropriate documentation from the supplier, who had quoted approximately £180 per movement including expenses.

c) To receive a verbal update on flooding issues in the village and agree any actions required

It was noted that there had been flooding on Course Lane, Tabby's Nook and Sandy Lane near to New Acres following recent heavy rainfall. It was resolved to send photos of the flooding to Lancashire County Council via the Love Clean Streets app. A response is also still awaited from Lancashire County Council with regards to organising a meeting with the relevant officers to discuss the work carried out to date and any plans for the future.

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

It was confirmed that a meeting of the village Play Area Committee is due to take place at the beginning of October to discuss the issues highlighted in the Annual Play Area inspection report from ROSPA. In the meantime, weekly visual inspections of the Play Area will continue.

e) To consider the issue of a replacement school crossing person and agree any actions.

It was noted that there had been no school crossing person in the village since the retirement of the longstanding lollypop lady at the end of March. The school had confirmed that there had been no contact received from Lancashire County Council with regard to a replacement. Councillors voiced their concerns for the safety of residents, especially the children, due to the road issues experienced in the village, which had been brought to the attention of the Lancashire County Council Highways department on previous occasions. It was resolved to contact Rob Bailey (County Councillor representative for Newburgh) and Jayne Rear (Lancashire Cabinet Member for Education and Skills) to bring the matter to their attention and request that consideration be made for a replacement school crossing person to be provided for the village.

088/23

TO CONSIDER A VERBAL UPDATE ON APPLETON FIELDS AND AGREE ANY ACTIONS

It was confirmed that further volunteer work had been undertaken on Appleton Fields during the summer. The next Trustee meeting is currently scheduled for 26 September. However, no Councillors were available to attend this meeting. The Clerk was asked to contact the Treasurer to confirm that it was likely that there would be no representation from the Parish Council on this occasion.

089/23

TO CONSIDER WHETHER TO OPT INTO THE LANCASHIRE COUNTY COUNCIL RIGHTS OF WAY LOCAL DELIVERY SCHEME FOR 2023/24 FOR A PAYMENT OF £500 AND/OR OPT INTO THE BIODIVERSITY SMALL GRANT SCHEME FOR 2023/24 FOR A PAYMENT OF £300 AND AGREE ANY ACTIONS.

It was resolved that Newburgh Parish Council would opt into the Biodiversity Small Grant Scheme for a payment of £300, with a decision to be taken at a future Parish Council meeting on how this amount would be split between village organisations. In addition, it was resolved that Newburgh Parish Council would not opt into the Local Delivery Scheme 2023/24 for a payment of £500, as Councillors were concerned that the payment would not be enough to cover the works which would be expected in return to be carried out over the next 12 months. The Clerk was asked to contact the relevant officer at Lancashire County Council to confirm the decision.

090/23

TO CONSIDER ATTENDANCE AT THE ANNUAL PARISH AND TOWN COUNCIL CONFERENCE EVENT TO BE HELD AT COUNTY HALL IN PRESTON ON SATURDAY 4 NOVEMBER 2023

It was resolved that Councillors Roughneen, Halliwell and O'Keefe would attend the Annual Lancashire Parish and Town Council Conference at County Hall in Preston on 4 November. The Clerk was asked to make the necessary arrangements, including a request for a parking space to be provided if possible.

091/23

FINANCE

a) To agree Accounts for Payment for August 2023 and September 2023, schedules attached.

It was resolved to approve the Accounts for payment for August 2023 and September 2023, payments will be electronic wherever possible.

b) To note Income Received April 2023 – August 2023.

Income Received from April 2023 to August 2023 was noted.

c) To note Budget/Expenditure Statement year to date 31 August 2023.

The Budget/Expenditure Statement for the year to date at 31 August 2023 was noted.

d) To note Bank Reconciliation Statement year to date 31 August 2023.

The Bank Reconciliation Statement as at 31 August 2023 was noted.

092/23

TO NOTE THE CLERK'S REPORT (INFORMATION ONLY)

The Clerk's report was noted.

093/23

COUNCILLORS TO RAISE ISSUES FOR DISCUSSION ONLY (10 MINUTES TOTAL TIME)

The issue of the annual Firework Display was raised and Councillors paid tribute to the Douglas Valley Lions who had organised the event in the village for many years. Unfortunately, it had been confirmed that they were no longer able to organise the event. However, another organisation has come forward to hold the event which will still take place at the Red Lion. Stalls will be available for local groups and organisations.

094/23

DATE AND TIME OF NEXT MEETING

The next Parish Council meeting will be held on 25 October 2023 at 7pm.

The meeting ended at 8.30pm.

Schedule of Accounts for Payment – August 2023

Ref No	Payee	Amount
n/a	1&1 - website charges	£ 11.99 Direct Debit
n/a	Nest Pension Scheme	£ 70.49 Direct Debit
180823	HMRC – NI payment	£ 7.75retrospective
180823	Mrs S Jones – August salary, backpay and expenses	£ 891.26 retrospective
180823	Play Safety – Annual Play area inspection	£ 94.20 retrospective
180823	Mr J Horrobin – canal footpath and play area maintenance	£ 276.00retrospective
	TOTAL	<u>£ 1,351.69</u>

Schedule of Accounts for Payment – September 2023

Ref No	Payee	Amount
n/a	1&1 - website charges	£ 11.99 Direct Debit
n/a	Nest Pension Scheme	£ 57.03 Direct Debit
210923	HMRC – NI payment	£ 7.94
210923	Mrs S Jones – September salary and expenses	£ 794.47
210923	SLCC Enterprises Ltd – Annual Conference fee	£ 180.00
210923	Mr J Horrobin- play area maintenance	£ 26.00
	TOTAL	<u>£ 1,077.43</u>

Income Received April 2023 – August 2023

Date	Payee	Amount
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	£ 13.07
	TOTAL	<u>£9,687.07</u>

Newburgh Parish Council					
Budget/Expenditure Statement		2023/24			
Detail	Budget	Aug	Underspend/		
	£	Expenditure	(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		

Bank Reconciliation Statement
Month ending 31 August 2023

-1739-