

NEWBURGH PARISH COUNCIL
Sandra Jones, Clerk to the Council
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7 December 2023

Dear Councillor

You are hereby summoned to attend the Parish Council Meeting which will be held at Newburgh School, Back Lane on Wednesday 13 December 2023 commencing at 7pm.

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 22 November 2023.
4. Issues raised by members of the public.
5. Planning:
 - a) Applications to be considered:
None at this meeting.
 - b) To consider the latest position regarding Round O Quarry planning application (LCC2022/0014) and agree any necessary actions:
6. To consider the following work plan items:
 - a) To receive a verbal update regarding village road issues, including the speed device and agree any actions.
 - b) To receive a verbal update on flooding issues in the village and agree any actions.
 - c) To consider the best way to use the Lancashire County Council Biodiversity Grant of £300 and agree any actions.
 - d) To note the letter from Newburgh School concerning an increase in the cost to hire the hall in 2024 and agree any actions.
7. To receive a verbal update on Appleton Fields and agree any actions.
8. To consider a response to the West Lancashire Borough Council wildflower meadow survey and agree any actions.
9. Finance
 - a) To approve Accounts for Payment for December 2023, Schedule attached.
 - b) To consider whether to submit a grant application to the West Lancashire Borough Council Capital Scheme 2023-2024 and agree any actions.
 - c) To note the income received September 2023 – November 2023.
 - d) To note the Budget/Expenditure Statement as at November 2023.
 - e) To note the Bank Reconciliation Statement as at November 2023.
 - f) To agree the date of the Finance Committee meeting due to be held in January 2024.
10. To note the Clerks report (information only).
11. Councillors to raise issues for discussion only (10 minutes total time)
12. To note date and time of next meeting.

Enclosures:

3. Minutes of Parish Council meeting on 22 November 2023.
- 9a. Schedule of Accounts for Payment – December 2023.
- 9c. To note the income received September 2023 – November 2023.
- 9d. To note the Budget/Expenditure Statement as at November 2023.
- 9e. To note the Bank Reconciliation Statement as at November 2023.

Schedule of Accounts for Payment – December 2023

1&1 - website charges	£ 11.99	*Direct Debit
Nest Pension Scheme	£ 70.00	*Direct Debit
HMRC – NI payment	£ 33.40	
Mrs S Jones – December salary and expenses	£ 997.30	
KC Computers – ink cartridges	£ 64.76	
Skelmersdale Prize Band – fee for Village Carol service	£ 150.00	
Newburgh School – hall hire Oct 2023 – Nov 2023	£ 29.25	
P&R Electrical – Decoration of tree	<u>£ 396.00</u>	
TOTAL	<u>£ 1,752.70</u>	

Income Received – September 2023 – November 2023

4/9/23	Deposit Interest	£ 45.57
15/9/23	WLBC Precept part 2	£ 8,519.50
30/9/23	Bank Interest	£ 5.39
2/10/23	Deposit Interest	£ 53.20
20/10/23	WLBC Concurrent Grant part 2	£ 465.00
2/11/23	Deposit Interest	£ 59.44
13/11/23	LCC Parish Champion Grant – Christmas tree decoration	£ 330.00
20/11/23	Lancashire County Council Biodiversity Grant	<u>£ 300.00</u>
TOTAL		<u>£ 9,778.10</u>

Newburgh Parish Council					
Budget/Expenditure Statement		2023/24			
Detail	Budget	Nov	Underspend/		
	£	Expenditure	(Overspend)		
		£	£		
Clerk's Salary	9773	6555	3218		
Clerk Cover	700	0	700		
Clerks Pension	705	380	325		
Clerk's Expenses	200	129	71		
General Admin	250	76	174		
Postage	50	90	-40		
Members travel costs	20	0	20		
School Hire	150	68	83		
Training inc Quality Registration	400	396	4		
Audit	60	60	0		
Website Management	250	100	150		
Uncontested Election Costs	0	0	0		
	12558	7854	4704		
Village Maint & Repair	200	0	200		
Appleton Fields	0	0	0		
Play Area Maintenance	300	46	254		
Insurance	540	580	-40		
Associations					
Local council Review	0	0	0		
LAPTAC Subscription	225	195	30		
Hon Sec Honorarium	17	13	4		
Society Local Council Clerks	170	0	170		
CPRE	40	36	4		
WL Heritage Association	5	0	5		
	457	244	213		
Activities					
Newsletter	250	80	170		
Maintenance of SPID	1868	1131	737		
Christmas Celebrations	800	0	800		
	2918	1211	1707		
S137 Expenditure					
Best Kept Village Competition	30	0	30		
Civic Service/Chair Allowance	50	44	6		
Donations	200	369	-169		
Maintenance of the Dell	75	0	75		
	355	413	-133		
TOTAL	17328	10347	6981		
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 30 November 2023

[illegible]