

NEWBURGH PARISH COUNCIL
Sandra Jones, Clerk to the Council
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21 March 2024

Dear Councillor

You are hereby summoned to attend the Parish Council Meeting which will be held at Newburgh School on Back Lane on Wednesday 27 March 2024 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 28 February 2024.
4. Issues raised by members of the public (Total time 15 minutes).
5. Planning:
 - a) Applications to be considered:
2024/0166/FUL - The proposal is to deploy Marley Modern Cement Tiles on the roof in a similar colour (mid/dark grey). The proposal is to deploy Swiss pearl fibre cement cladding boards to replace hanging cladding tiles in a similar colour to the roof (mid/dark grey) at Brynkerry, Back Lane, Newburgh.

2024/0144/FUL & 2024/0145/LBC - Application and Listed Building Consent- Erection of single storey rear extension at Wayside, Ash Brow, Newburgh.
- 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 road issues. Agree any actions required.
 - b) To receive a verbal update on flooding issues in the village and agree any actions.
 - c) To consider process and timetable required regarding entry into the Lancashire Best Kept Village competition for 2023 and agree any actions.
 - d) To receive a verbal update on progress regarding a replacement school crossing person and agree any actions.
 - e) To receive a verbal update on progress regarding the installation of two picnic tables in the play area and agree any actions.
 - f) To discuss possible themes and dates regarding the Annual Parish Meeting and the May Parish Council meeting (AGM) and agree any further actions
7. To receive a verbal update on Appleton Fields and agree any actions.
8. To consider arrangements for the annual meeting with members of the West Lancashire Borough Council Clean & Green team and agree any actions.
9. To review the following Parish Council policies and procedures – Financial Regulations, Standing Orders, Delegated Decisions, Risk Assessments, Training Policy. Agree any actions required.
10. To consider a response to the Lancashire County Council Local Nature Recovery Strategy consultation and agree any actions.
11. Finance
 - a) To approve Accounts for Payment for March 2024. Schedule attached.
 - b) To review the appointment of the internal auditor for 2023/24 and agree any actions.
 - c) To note the Budget/Expenditure Statement as at 29 February 2024.
 - d) To note the Bank Reconciliation Statement as at 29 February 2024.

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

Enclosures:

3. Minutes of Parish Council meeting on 28 February 2024.
- 11 a. Accounts for Payment March 2024.
- 11 c. To note the Budget/Expenditure Statement as at 29 February 2024.
- 11 d. To note the Bank Reconciliation Statement as at 29 February 2024.

Schedule of Accounts for Payment – March 2024

1&1 - website charges	£	7.55	*Direct Debit
Nest Pension Scheme	£	60.67	* Direct Debit
HMRC – NI payment	£	15.02	
Mrs S Jones – March salary (£840) and expenses	£	864.42	
Newburgh School – hall hire February 2024	£	25.00	
KC Computers – ink cartridges	£	83.95	
RM Services – grounds maintenance charges	£	132.00	
TOTAL	£	<u>1,188.61</u>	

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Newburgh Parish Council					
Budget/Expenditure Statement		2023/24			
Detail	Budget		Feb Expenditure	Underspend/ (Overspend)	
	£		£	£	
Clerk's Salary	9773		9353	420	
Clerk Cover	700		0	700	
Clerks Pension	705		645	60	
Clerk's Expenses	200		181	19	
General Admin	250		168	82	
Postage	50		45	5	
Members travel costs	20		0	20	
School Hire	150		126	24	
Training inc Quality Registration	400		426	-26	
Audit	60		60	0	
Website Management	250		380	-130	
Uncontested Election Costs	0		0	0	
	12558		11383	1175	
Village Maint & Repair	200		0	200	
Appleton Fields	0		0	0	
Play Area Maintenance	300		576	-276	
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		183	-13	
CPRE	40		36	4	
WL Heritage Association	5		0	5	
	457		427	30	
Activities					
Newsletter	250		134	116	
Maintenance of SPID	1868		1476	392	
Christmas Celebrations	800		705	95	
	2918		2314	604	
S137 Expenditure					
Best Kept Village Competition	30		0	30	
Civic Service/Chair Allowance	50		84	-34	
Donations	200		769	-569	
Maintenance of the Dell	75		75	0	
	355		928	-573	
TOTAL	17328		16208	1120	
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 28 February 2024

£

Club & Societies Account	28/02/2024
Savings Account	28/02/2024
Public Sector Deposit Fund	28/02/2024

124.33

13,000.00

15,818.06

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15,818.06

Bfwd Balance	2023			16,240.14
Receipts	to	28/02/2024		19,637.92
				35,878.06
Payments	to	28/02/2024		20,060.00
Balance				

15,818.06

0.00