

MINUTES of the Parish Council Meeting held on Wednesday 23 October 2024 at Newburgh School, Back Lane commencing at 7.20pm.

PRESENT: Cllrs Roughneen (Chair), Halliwell, Atty, O'Keefe, Turner, Pennington, Lea and Clerk Sandra Jones. Borough Cllr Juckes and a member of the public also attended.

095/24

TO RECEIVE APOLOGIES

Apologies were received and accepted from Borough Cllr Whittington.

096/24

COUNCILLORS TO DECLARE AN INTEREST IN ISSUES FOR DISCUSSION

Cllr Atty declared an interest in Appleton Fields and Cllrs Roughneen and Halliwell declared an interest in the Finance section relating to payments.

097/24

TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 2 OCTOBER 2024

It was resolved that the minutes of the Parish Council meeting held on 2 October 2024 should be approved and signed by the Chair.

098/24

ISSUES RAISED BY MEMBERS OF THE PUBLIC

The meeting was adjourned for public discussion.

The member of the public raised the issue of Christmas lighting after reading the minutes from the last meeting. He was keen to offer assistance if there was a possibility that the Parish Council would not be able to provide the usual lit Christmas tree on the village green. It was explained that there would be a lit Christmas tree on the village green again this year, but the minutes had related to the possibility of providing additional Christmas lighting on top of the usual display. The member of the public was happy to provide the contact details of a local resident who may be able to assist with the additional lighting at a cost which could be affordable. There was an allocated budget of £1,000 for the project.

Borough Cllr Juckes raised a number of issues:

West Lancashire Borough Council consultation regarding the proposal to close both Park Pool in Ormskirk and Nye Bevan Pool in Skelmersdale. Both pools are well used in West Lancashire and Borough Cllr Juckes requested that the Parish Council publicise the consultation and encourage as many residents as possible to respond, both to the consultation and also to Borough Councillors so that they understand the level of concern about this proposal. There are plans to build two leisure centres which would contain a pool, however, the proposals would result in both current pools being demolished before any new pools were built leaving a major gap in swimming pool provision across the Borough. It was acknowledged that residents of all ages and capabilities use the pools and that swimming is not only a fun leisure activity but also a good exercise for the health and wellbeing of residents.

Possible changes to Planning legislation which would have an impact on the number of new homes built in the Borough in future years. Borough Cllr Juckes confirmed that under new proposals from the Labour Government, West Lancashire would need to increase housing development from 166 homes per year to 605 homes per year – an increase of 264%. Given that much of West Lancashire is classed as Green Belt land, this would inevitably result in more sites having to be identified for housing in the next Local Plan. Under the plans, it appears that some Green Belt land would have to be reclassified as under the new category of Grey Belt land. The Parish Council was asked to monitor the progress of the new Local Plan as this could mean that Newburgh may be selected for some additional housing development to help the Borough meet the overall target in future years.

Update regarding the ongoing Round O Quarry planning application, which is currently being considered by the Development Control Committee (Dev Con Committee) at Lancashire County Council. Borough Cllr Juckes told the meeting that the Round O Quarry application may be considered at the November meeting, although this may depend on when the independent drainage report is published. Borough Cllr Juckes confirmed that she would be happy to speak at the next meeting when the application is considered, especially if the report raises issues or contains different proposals to those which have been raised previously.

Improvements to the Leeds Liverpool Canal footpath which links Appley Bridge, Parbold and Newburgh. Borough Cllr Jukes confirmed that a meeting had been arranged with representatives of the Canal & River Trust, Parbold Parish Council, Appley Bridge Parish Council and Newburgh Parish Council on 1 November 2024. Cllr Atty will represent Newburgh Parish Council at the meeting to see if there are any proposals to improve the condition of the canal footpath, which has been in a poor condition for a number of years. The Parish Council thanked Borough Cllr Jukes for arranging the meeting with the Canal & River Trust which represents a positive step forward for the project.

Borough Cllr Jukes also confirmed that she would be attending the Community Coffee morning at the Red Lion the morning after the Parish Council meeting to chat to residents about any issues or matters of concern.

The meeting was reconvened and Borough Cllr Jukes left the meeting at this point.

099/24

PLANNING

a) Applications to be considered:

2024/0849/FUL - Erection of a block of detached garages at Springside, Culvert Lane, 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.

The matter of the Round O Quarry planning application had previously been discussed during the public discussion section.

100/24

WORKPLAN

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

It was confirmed that another speed device had been placed on Course Lane during October, which should now mean that each location in the village had been monitored at least twice to allow for comparison of the data. It was suggested that an informal discussion could be held to review the details and the summary of information included by the Clerk on a spread sheet, to consider if enough information was available at that stage to send to Lancashire County Council and the Police.

b) To receive a verbal update on flooding in the village and agree any actions.

Cllrs Roughneen and Halliwell had met with an engineer from Lancashire County Council and a local resident to discuss the flooding problems in the village and Back Lane in particular. Flooding had occurred on property on Back Lane close to the canal and the engineer had confirmed that the landowner was responsible for that area and letters would be sent advising them of their responsibility to ensure drains were kept clear. A recent visit by a drainage company had resulted in two outlets found to be completely silted up and covered close to the road. The Parish Council have asked Lancashire County Council to keep them informed of any developments, especially now that autumn is here and more flooding is likely.

c) To receive a verbal update on play area issues, including the quotes for two new picnic tables and agree any actions.

It was confirmed that the play area lease had been checked and the school and the church had been consulted about the purchase of two new picnic tables. Both parties had given their approval and two picnic tables have now been ordered for the play area. More checks will be carried out on the play area to ensure that any issues recently identified with the equipment have been rectified.

d) To receive a verbal update regarding the arrangements for Remembrance Sunday, including the purchase of a Royal British Legion wreath (£137 expenditure) and agree any actions.

Cllrs Roughneen and Halliwell confirmed that they would attend the church service and lay the wreath on behalf of the Parish Council. It was resolved to donate £50 to the Royal British Legion in respect of the wreath, which was more than enough to cover the cost.

e) To receive a verbal update regarding Christmas arrangements including progress regarding additional Christmas lighting and agree any actions.

Following information provided during the public section of the meeting, it was resolved that contact would be made with a local resident to see if the budget of £1,000 for additional lighting would cover the cost of a reasonable display. The Clerk informed the meeting that the local contractor P&R Electrical, had been asked to put up the Christmas tree and decorate it around the last week of November if possible. The Christmas tree will be kindly donated by Giltrees and the Parish Council have purchased a plaque to mark the annual donation, which will be displayed next to the tree.

Following discussion, it was resolved that the Parish Council would pay for the cost of the school producing a flyer to publicise the carol sing a long event and the carol sheets. The Parish Council are organising the event in partnership with the Red Lion. The event will take place on Sunday 22 December 2024 at 1pm at the Red Lion and the Parish Council had already agreed to pay for the cost of Skelmersdale Prize Band to play at the event. It is hoped that mulled wine and mince pies will be available for anyone who attends on the day.

101/24

TO RECEIVE A VERBAL UPDATE ON APPLETON FIELDS, INCLUDING THE POSSIBLE PURCHASE OF A STRIMMER AND AGREE ANY ACTIONS.

Cllr Atty did not leave the room at this point and provided an update on improvements being made to the site. Cllr Atty informed the meeting that Appleton Fields Association had been successful in obtaining a grant from Awards for All to go towards the cost for a new accessible path around the field. Lots of work continues to be carried out and volunteer days are held on the last Saturday of every month to give residents the opportunity to get involved. Cllr Atty had asked members of Appleton Fields Association if they would be interested in sharing the cost of a new strimmer with the Parish Council, which had been suggested at a previous Parish Council meeting. However, the organisation already had use of a strimmer so they declined the invitation at this time. It was proposed that the purchase of a strimmer may be included on a future agenda for consideration.

102/24

TO REVIEW HOW THE PARISH COUNCIL COMMUNICATES WITH RESIDENTS IN GENERAL, INCLUDING THE CONTENTS OF THE PARISH COUNCIL WEBSITE AND WELCOME PACK AND AGREE ANY ACTIONS.

Councillors were asked to consider if the Parish Council could improve its communication to residents as there was concern that community spirit appeared to be in decline, leaving local groups desperately needing new members and poor attendance at some events including the Community Coffee morning held on a Thursday morning at the Red Lion. The Parish Council currently communicates with residents by newsletters delivered to every address in the Parish and by posting information on the Parish Council website, noticeboard and village Facebook page. The village had recent cause to celebrate some village achievements, following Newburgh School achieving an outstanding rating in its Ofsted review and also the village had recently placed a close second in the Lancashire Best Kept Village competition this year. It was suggested that an open meeting could be arranged for the village with refreshments provided to celebrate the successes and hopefully encourage more residents to get involved with the many local village organisations. It was resolved that the Parish Councillors would meet informally to discuss the best course of action, prior to agreeing on a date or location.

With regards to improving communication to residents, several suggestions were made including, having a stall at Newburgh Fair, putting a hard copy of the latest set of meeting minutes on the Parish Council noticeboard and possibly putting a pamphlet together of local businesses and organisations which could be included as part of the welcome pack provided to new arrivals to the village. It was resolved to request a stall at Newburgh Fair and display the minutes on the noticeboard in the short term, with the aim to produce the pamphlet of local businesses and organisations over the next few months.

103/24

TO RECEIVE A VERBAL UPDATE ON SETTING UP A NEW NEWBURGH NEIGHBOURHOOD WATCH SCHEME AND AGREE ANY NECESSARY ACTIONS.

It was confirmed that details on how to join or set up a neighbourhood watch scheme had been mentioned in the Parish Council newsletter and also on the village Facebook page. Some of the Parish Councillors have signed up which had been a simple process. However, more people are needed in order to co-ordinate the circulation of information to residents. Funding can be applied for if over 10 people sign up for the scheme. It was felt that this project would be another good way to promote community spirit in the village and ensure that important information was able to reach as many residents as possible. Window stickers can be purchased for a small cost, believed to be approximately £2.50 for 50, which could be delivered to each home with a note or survey containing details on how to sign up to the scheme and to request that any interested residents consider providing contact details to aid better communication. Following discussion, it was resolved to fund the purchase of window stickers to publicise the scheme and to fund the cost of a note or survey to be delivered along with the sticker to each home in the Parish. An update will be provided at a future Parish Council meeting.

The member of the public left at this point.

104/24

FINANCE

a) To agree Accounts for Payment for October 2024, schedule attached.

It was resolved to approve the Accounts for payment for October 2024, payments will be electronic wherever possible.

b) To note Income received from July 2024 – September 2024.

Income received from July 2024 to September 2024 was noted.

c) To note Budget/Expenditure Statement as at 30 September 2024.

The Budget/Expenditure Statement as at 30 September 2024 was noted.

d) To note the Bank Reconciliation Statement as at 30 September 2024.

The Bank Reconciliation Statement as at 30 September 2024 was noted.

105/24

TO NOTE THE CLERK'S REPORT (INFORMATION ONLY)

The Clerk's report was noted.

106/24

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

It was suggested that the issue of Parish Council ID badges could be considered on a future agenda.

Concerns were raised over various traffic issues on Cobbs Brow Lane, including sightings of deer, speeding traffic from Skelmersdale and the possible installation of cats eyes on the road. It was suggested that the Parish Council could contact Lancashire County Council Highways to highlight the concerns.

Councillors suggested ideas to help publicise the weekly community coffee morning, including provision of a Christmas lunch for residents plus an activity/information session, such as bingo, Dementia friends, benefits advice. It was also suggested that an activity session such as decorating a pot for Christmas could be a way to engage with all ages.

It was suggested that the Parish Council could contact the local youth organisations and Newburgh School, to promote the Young Citizen of the Year Award.

Cllr Roughneen raised the issue of the condition of the footpath on Ash Brow, which is difficult to use due to overgrown vegetation and fallen leaves.

107/24

DATE AND TIME OF NEXT MEETING

The next Parish Council meeting is scheduled to be held on 27 November at 7pm.

The meeting ended at 8.45pm.

Schedule of Accounts for Payment – October 2024

Ref	Payee	Amount
n/a	1&1 - website charges	£ 6.00 Direct Debit
n/a	Nest Pension Scheme	£ 60.67 Direct Debit
241024	HMRC – NI payment	£ 33.40
241024	Mrs S Jones – October salary (£840) and expenses	£ 980.10
241024	Mr P Halliwell – expenses for Community Coffee morning	£ 15.60
241024	Mr M Roughneen – Best Kept Village presentation mileage expenses	£ 31.50
241024	Newburgh School – Biodiversity Grant	£ 300.00
241024	CPRE – Annual membership	£ 36.00
	TOTAL	£ 1,463.27
241024	Plus Royal British Legion donation (see 100/24 d)	£ 50.00
	REVISED TOTAL	£ 1,513.27

Newburgh Parish Council					
Budget/Expenditure Statement		2024/25			
Detail	Budget	Sep	Underspend/		
	£	Expenditure	(Overspend)		
		£	£		
Clerk's Salary	11410	5083	6327		
Clerks Pension	810	364	446		
Clerk Cover	3000	0	3000		
Clerk's Expenses	200	98	102		
General Admin	250	168	82		
Postage	50	0	50		
Members travel costs	20	0	20		
School Hire	360	100	260		
Training inc Quality Registration	400	225	175		
Audit	120	120	0		
Website Management	350	50	300		
Chair Allowance	200	0	200		
	17170	6207	10963		
Village Maint & Repair	200	54	146		
Appleton Fields	0	0	0		
Play Area Maintenance	300	0	300		
Insurance	600	605	-5		
Associations					
Local council Review	0	0	0		
LAPTAC Subscription	225	213	12		
Hon Sec Honorarium	17	13	4		
Society Local Council Clerks	200	0	200		
CPRE	40	0	40		
WL Heritage Association	5	0	5		
	487	226	261		
Activities					
Newsletter	250	0	250		
Maintenance of SPID	2400	922	1478		
Christmas Celebrations	800	0	800		
	3450	922	2528		
S137 Expenditure					
Best Kept Village Competition	30	25	5		
Civic Service/Chair Allowance	50	25	25		
Donations	200	0	200		
Maintenance of the Dell	75	0	75		
	355	50	230		
TOTAL	22562	8065	14497		
Concurrent Grant					
Village Cleaning & Maintenance	930	915	15		
	930	915	15		
Reserves					
Community Infrastructure Levy Grant	1522	0	1522		
General Reserve	9676	0	9676		
Footpath Reserve	645	0	645		

Bank Reconciliation Statement
Month ending 30 September 2024

				£	£	
Bank Statement Balances						
	Clubs & Societies Account	30/09/2024			21,046.82	
	Savings Account	30/09/2024			125.02	
	Public Sector Deposit Fund	30/09/2024			13,000.00	
					34,171.84	
	Less unrepresented payments				-	see below
					34,171.84	
Cash Book						
	Bfwd Balance	2024		15,445.61		
	Receipts	to	30/09/2024	26,067.04		
				41,512.65		
Less	Payments	to	30/09/2024	7,340.81		
	Balance				34,171.84	
Outstanding payments						

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