

MINUTES of the Parish Council Meeting held on Wednesday 2 October 2024 at Newburgh School, Back Lane commencing at 7pm.

PRESENT: Cllrs Roughneen (chair), Halliwell, Atty, O'Keefe, Turner, Lea and Clerk Sandra Jones. Borough Cllr Jukes also attended.

079/24

TO RECEIVE APOLOGIES

Apologies were received and accepted from Cllr Pennington and Borough Cllr Whittington.

080/24

COUNCILLORS TO DECLARE AN INTEREST IN ISSUES FOR DISCUSSION

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

081/24

TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 23 JULY 2024

It was resolved that the minutes of the Parish Council meeting held on 23 July 2024 should be approved and signed by the Chair.

082/24

ISSUES RAISED BY MEMBERS OF THE PUBLIC

The meeting was adjourned for public discussion.

Borough Cllr Jukes provided an 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. It was confirmed that the members of the Committee had held a meeting and a report had been issued with new procedures to be followed at similar sites in the future. The new procedures will require six site visits a year to sites to ensure that any planning conditions in place are being adhered to. The scheduled DevCon Committee meeting due in October has been cancelled and the next meeting is not until December. In the meantime, it is hoped that the independent drainage report of the site will be published soon.

Councillors were also informed of a planning issue relating to Applecast on Cobbs Brow Lane. Recent development had resulted in hedges and a fence not being put up, so it has been noted by the Borough Council Planning department that this work needs to be finished off.

The meeting was reconvened.

083/24

PLANNING

a) Applications to be considered:

There were no applications to be considered at this meeting.

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.

084/24

WORKPLAN

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

It was confirmed that two speed devices had been put up in the village over the summer to monitor traffic on village roads. It was suggested that an informal discussion could be held to review the details and 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.

The area around Back Lane remains the main concern regarding flooding problems in the village and the Parish Council and concerned residents had both been in contact with our County Councillor Rob Bailey to raise concerns. Bad weather in recent days had resulted in the same area flooding again. County Councillor Bailey has been asked to arrange a meeting in Newburgh with a County Councillor engineer familiar with the area to discuss the current position and hopefully come up with a solution before winter sets in.

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 annual inspection had taken place over the summer and the issues raised in the report had been resolved by Yates Playgrounds coming out to do the necessary repairs. The village Play Area Committee currently meet on a quarterly basis but it was felt that two meetings a year would suffice if the Church and School representatives were in agreement. Weekly inspections are carried out by two Parish Councillors to identify any issues in a timely manner.

Councillors resolved that an order would be placed with NBB Furniture for two picnic benches (design chosen) and the Councillors also approved the cost of installation. An enquiry was made regarding the terms of the play area lease in relation to food conditions, so the Clerk was asked to check the lease prior to an order being placed to ensure that the picnic tables met any conditions.

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

The Clerk informed the meeting that the budget of £1,000 would not result in a decent display following conversations with lighting companies and the local contractor P & R Electrical. Following discussion, it was resolved not to go ahead with any of the quotes submitted for the work, which would only result in three tree trunks on the village green being decorated with small LED lights.

085/24

TO RECEIVE A VERBAL UPDATE ON APPLETON FIELDS AND AGREE ANY ACTIONS.

Cllr Atty did not leave the room at this point as there were no decisions to be made, 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 had been carried out in recent months including a new wooden gate near the car park, sowing a new wildflower seed bed and planting fir trees. Some issues were highlighted such as the difficulty in getting volunteers to help out once a month and there had been some damage done at the camp fire site used by the local Scout group.

086/24

TO RECEIVE A VERBAL UPDATE ON THE NEWBURGH COMMUNITY COFFEE MORNING HELD WEEKLY AT THE RED LION AND AGREE ANY ACTIONS

It was confirmed that Parish Council had been successful in obtaining various grants towards the cost of providing a coffee morning with the hope of increasing the project to enabling residents to obtain a subsidised meal on a weekly basis at the Red Lion. The Red Lion is still providing the tea and coffee and the Parish Council continues to provide the biscuits. There are still only a few residents attending at present, so Councillors were asked to think of possible solutions which would encourage a greater attendance in future. Ruth Abram at Community Futures had been helpful in letting the Parish Council know of any funding opportunities and had met with members of the Parish Council suggesting another meeting to take place on 8 October in the evening, to encourage residents and local groups to attend. Other ideas suggested included a bingo night and a subsidised Christmas lunch. Borough Cllr Jukes had also agreed to attend one of the weekly coffee mornings to provide advice to residents on a number of issues such as pension credit. It was resolved to hold this event on 24 October and to promote the event to residents via the village Facebook page and notices in the newsletter, noticeboard and website.

087/24

TO CONSIDER SETTING UP A NEW NEWBURGH NEIGHBOURHOOD WATCH SCHEME AND AGREE ANY NECESSARY ACTIONS.

Cllr Lea had circulated information to Councillors regarding the process in setting up Neighbourhood Watch Schemes in the village. There had been a couple of burglaries locally and it was felt that setting up the schemes would help to reduce the likelihood of these occurring on a regular basis. The idea is to encourage residents to sign up to set up their own scheme or join a scheme already registered with Ourwatch.org. Residents joining the scheme would be asked to be volunteer coordinators. Any residents wanting to join the scheme could follow the instructions on the Ourwatch.org website or receive assistance from one of the Parish Councillors. The best way to publicise the scheme would be via the newsletter due out soon and posting the details on the village Facebook page.

Following discussion, it was resolved that some of the Parish Councillors would set up a scheme. It was hoped that publicity would result in many residents joining up which would help to bring the community together. A meeting could be held by everyone involved either twice yearly or once a year to discuss progress. It was also resolved to purchase some window stickers which would only cost approximately £2.50 for 50 stickers. Even displaying these stickers in residents' window may help to deter potential burglars.

088/24

TO CONSIDER ATTENDANCE AT THE LANCASHIRE PARISH AND TOWN COUNCIL CONFERENCE ON SATURDAY 2 NOVEMBER AT COUNTY HALL, PRESTON.

It was resolved that Cllrs Roughneen, Halliwell and O'Keefe would attend the Conference on 2 November.

089/24

TO CONSIDER THE PARISH COUNCIL ADOPTING THE BT PHONE BOX ON THE VILLAGE GREEN FOR COMMUNITY USE SUCH AS A BOOK SWAP AND AGREE ANY NECESSARY ACTIONS.

Following discussion, it was resolved that the Parish Council would not adopt the BT phone box on the village green due to the future high costs of maintenance. Councillors felt that there were other places where the book swap could be held such as the Red Lion and it was a nice feature for the village to have one of the few remaining functioning BT phone boxes in the area.

090/24

FINANCE

a) To agree Accounts for Payment for August 2024 (retrospective) and September 2024, schedules attached.

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

b) To consider the best use for the Lancashire County Council Biodiversity Grant £300 and agree any actions.

It was confirmed that in previous years, the grant had been split between the School and Appleton Fields Association, who had both confirmed an interest in the grant again this year. During discussion it was noted that the School were trying to access funding to assist with a biodiversity project. It was resolved that the full amount of the biodiversity grant of £300 would be awarded to the School this year, given that Appleton Fields had recently been successful in obtaining a sizeable grant from Awards for All towards the cost of an accessible path around the field.

091/24

TO NOTE THE CLERK'S REPORT (INFORMATION ONLY)

The Clerk's report was noted.

092/24

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

Cllr Atty asked if the issue of the content of the information on the Parish Council website and welcome packs could be considered at the October Parish Council meeting.

It was also suggested that the noticeboard could be improved to attract the attention of residents, possibly by having a local business of the month feature. Cllr Lea asked if this issue could be considered at the October Parish Council meeting.

Borough Cllr Juckes, Cllr Atty and Cllr O'Keefe left the meeting at this point.

Cllr Roughneen confirmed that the village had made it to the last two in the Lancashire Best Kept Village (Medium Village class) and the presentation would be held on Monday 14 October at Eaves Hall. Cllrs Roughneen and Cllr Halliwell would attend on behalf of the village.

Cllr Lea had recently attended a planning training session and asked if the Councillors were aware of the condition placed on local planning authorities to co-operate with neighbouring planning authorities in relation to housing developments, as this could have an impact on the new Local Plan being produced by West Lancashire Borough Council.

093/24

DATE AND TIME OF NEXT MEETING

The next Parish Council meeting is scheduled to be held on 23 October at 7pm, but it was suggested that the meeting could be deferred a week to 30 October, if the School hall is available that evening. The Clerk was asked to contact the School to check availability before confirming the date to Councillors.

The Clerk left the meeting at this point.

094/24

EXCLUSION OF PRESS AND PUBLIC

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and defined in Local Government Act 1972 ss 100A (2), it is proposed that, because of the confidential nature of the business to be transacted, the press and public are excluded from the forthcoming items of business.

It was resolved to approve all the recommendations from the Employment Working Group in relation to the Clerk's salary.

The Clerk returned to the meeting at this point.

The meeting ended at 8.45pm.

Schedule of Accounts for Payment – August 2024 (retrospective)

Ref	Payee	Amount
n/a	1&1 - website charges	£ 6.00 Direct Debit
n/a	Nest Pension Scheme	£ 60.67 Direct Debit
220824	HMRC – NI payment	£ 15.02
220824	Mrs S Jones – August salary (£840) and expenses	£ 910.71
220824	Mr P Halliwell – expenses for Community Coffee morning	£ 22.64
220824	Mr J Horrobin – play area maintenance	£ 30.00
220824	Altham Parish Council – speed device hire	£ 231.20
220824	LALC – Planning training course for Cllr Lea	£ 40.00
220824	Yates Playgrounds Ltd – play area repairs to slide and cargo rope	£ 108.00
TOTAL		£ 1,424.24

Schedule of Accounts for Payment – September 2024

Ref	Payee	Amount
n/a	1&1 - website charges	£ 6.00 Direct Debit
n/a	Nest Pension Scheme	£ 60.67 Direct Debit
031024	Mrs S Jones – September salary (£840) and expenses	£ 856.82
031024	HMRC – NI payment	£ 15.02
031024	Playsafety Ltd – annual play area inspection	£ 98.40
031024	Mr P Halliwell – expenses for Community Coffee morning	£ 3.10
031024	Mrs M Turner – expenses for Community Coffee morning	£ 12.00
031024	Mr M Roughneen – asset maintenance materials and printing expenses	£ 49.49
031024	Mr P Atty – play area maintenance materials	£ 33.00
031024	Newburgh School – June 2024 hall hire	£ 25.00
031024	SLCC – Annual Conference virtual attendance fee	£ 180.00
031024	Atham Parish Council – speed device hire	£ 228.40
031024	Yates Playgrounds Ltd – Play area maintenance repairs	£ 276.00
031024	Mr J Horrobin – play area maintenance	£ 30.00
	TOTAL	£ 1,873.90