

NEWBURGH PARISH COUNCIL
Sandra Jones, Clerk to the Council
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16 January 2025

Dear Councillor

You are hereby summoned to attend the Parish Council Meeting which will be held at Newburgh School, Back Lane on Wednesday 22 January 2025 commencing at 7pm.

Yours sincerely



Sandra Jones
Clerk of the Council

Members of the public are welcome to attend.

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 11 December 2024 and the Finance Committee meeting held on 14 January 2025.
4. Issues raised by members of the public (Total time 15 minutes).
5. Planning:
 - a) Applications to be considered:
No planning items to be considered 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 roads and agree any actions.
 - b) To receive a verbal update on flooding issues in the village and agree any actions.
 - c) To receive a verbal update on the latest position regarding possible entry for the 2025 Best Kept Village competition and agree any actions.
 - d) To receive an update from the Work Plan Priming Group and agree any actions required regarding the Parish work plan for 2025.
 - e) To review the level of detail shown on the Parish Council website and included in welcome packs and agree any actions.
7. To receive a verbal update on Appleton Fields and agree any actions.
8. To review the latest developments regarding Parish Community events, such as the weekly Community Coffee morning and Neighbourhood Watch Scheme and agree any actions.
9. Finance
 - a) To approve Accounts for Payment for January 2025, Schedule attached.
 - b) To note income received October 2024 – December 2024.
 - c) To note the Budget/Expenditure Statement as at 31 December 2024.
 - d) To note the Bank Reconciliation Statement as at 31 December 2024.
 - e) To consider whether to submit a grant application to the West Lancashire Borough Council Capital Scheme 2025/26 and agree any actions.
 - f) To consider recommendations from the Finance Committee and set Precept and budget for 2025/26.

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 11 December 2024 and Finance Committee on 14 January 2025.
- 9a. Schedule of Accounts for Payment – January 2025.
- 9b. Income received October 2024 – December 2024.
- 9c. Budget/Expenditure Statement as at 31 December 2024.
- 9d. Bank Reconciliation Statement as at 31 December 2024.

Schedule of Accounts for Payment – January 2025

1&1 - website charges	£ 6.00*	Direct Debit
Nest Pension Scheme	£ 86.86*	Direct Debit
Mr M Roughneen – Christmas lunch and Christmas lights expenses	£ 252.78*	retrospective
HMRC – NI and income tax payment	£ 30.86	
Mrs S Jones – January salary and expenses	£ 1,129.98	
Altham Parish Council – provision of speed device Dec 2024	£ 231.20	
Newburgh Christ Church – maintenance of the Dell contribution	£ 75.00	
Mr M Roughneen - Christmas tree removal costs	£ 20.00	
Mr P Atty – Strimmer and batteries – rights of way	<u>£ 212.98</u>	
TOTAL	<u>£ 2,045.66</u>	

Income Received October 2024 – December 2024

02/10/2024	Public Sector Deposit Fund interest	£ 53.37
04/10/2024	WLBC Concurrent Grant part 2	£ 465.00
04/11/2024	Public Sector Deposit Fund interest	£ 54.55
03/12/2024	Public Sector Deposit Fund interest	£ 51.33
31/12/2024	Virgin Savings account interest	<u>£ 0.43</u>
TOTAL		<u>£ 624.68</u>

Newburgh Parish Council					
Budget/Expenditure Statement		2024/25			
Detail	Budget	Dec	Underspend/		
	£	Expenditure	(Overspend)		
		£	£		
Clerk's Salary	11410	8222	3188		
Clerks Pension	810	677	133		
Clerk Cover	3000	0	3000		
Clerk's Expenses	200	142	58		
General Admin	250	232	18		
Postage	50	0	50		
Members travel costs	20	0	20		
School Hire	360	230	130		
Training inc Quality Registration	400	375	25		
Audit	120	120	0		
Website Management	350	65	285		
Chair Allowance	200	0	200		
	17170	10063	7107		
Village Maint & Repair	200	54	146		
Appleton Fields	0	0	0		
Play Area Maintenance	300	15	285		
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	36	4		
WL Heritage Association	5	0	5		
	487	262	225		
Activities					
Newsletter	250	71	179		
Maintenance of SPID	2400	1384	1016		
Christmas Celebrations	800	587	213		
	3450	2043	1407		
S137 Expenditure					
Best Kept Village Competition	30	25	5		
Civic Service/Chair Allowance	50	57	-7		
Donations	200	350	-150		
Maintenance of the Dell	75	0	75		
	355	432	-77		
TOTAL	22562	13474	9088		
Concurrent Grant					
Village Cleaning & Maintenance	930	930	0		
	930	930	0		
Reserves					
Community Infrastructure Levy Grant	1522	1390	132		
General Reserve	9676	510	9166		
Footpath Reserve	645	0	645		

Bank Reconciliation Statement
Month ending 31 December 2024

£

£

Club & Societies Account	31/12/2024
Savings Account	31/12/2024
Public Sector Deposit Func	31/12/2024

12,156.91

125.45

13,000.00

25,282.36

Less unpresented chqs

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see below

25,282.36

Bfwd Balance	2024			15,445.61
Receipts	to	31/12/2024		26,691.72
				42,137.33
Payments	to	31/12/2024		16,854.97
Balance				

25,282.36

Unpresented Chqs

0.00

Prepared by: Sandra Jones
Clerk to the Council /RFO

Date:	05-Jan-25
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