

MINUTES of the Parish Council Meeting held on Wednesday 25 June 2025 at Newburgh School, Back Lane commencing at 7pm.

PRESENT: Cllrs Halliwell (Chair), O'Keefe, Turner, Pennington, Lea and Clerk Sandra Jones.  
Three members of the public were present.

067/25

TO RECEIVE APOLOGIES

Apologies were received and accepted from Cllr Roughneen, Cllr Atty, Borough Cllr Juckes and Borough Cllr Whittington.

068/25

COUNCILLORS TO DECLARE AN INTEREST IN ISSUES FOR DISCUSSION AND TO CONFIRM WHETHER THE REGISTER OF INTEREST FORMS ON THE WEBSITE ARE CORRECT AND UP TO DATE

No interests were declared regarding the items on the agenda.

All Parish Councillors confirmed that their Register of Interest form was correct and up to date.

069/25

TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 28 MAY 2025 AND THE ANNUAL PARISH MEETING HELD ON 28 MAY 2025

It was resolved that the minutes of the Parish Council meeting held on 28 May 2025 and the Annual Parish Meeting held on 28 May 2025 should be approved and signed by the Chair.

070/25

ISSUES RAISED BY MEMBERS OF THE PUBLIC

The meeting was adjourned for public discussion.

A resident raised the ongoing issue of flooding on Course Lane/New Acres and confirmed that his garden had flooded again after a short spell of heavy rainfall. The resident has sent an update to the relevant officer at Lancashire County Council and asked if the Parish Council could chase up a response.

The owner of Round O Quarry and a colleague were in attendance and raised the issue of the planning application currently being considered by Lancashire County Council. He expressed frustration that the process had taken three years to date and his hope was that the Development Control Committee would pass the application at the July meeting, otherwise he will consider whether to sell the site. He stated that he was happy to answer any questions from the Parish Council and also be willing to attend a meeting with the Chair and other Parish Councillors to try to reach a resolution.

The meeting was reconvened.

071/25

PLANNING

**a) Applications to be considered:**

2025/0403/FUL – Erection of a detached dwelling at Ivy Cottage Farm, Back Lane, Newburgh. It was confirmed that the Parish Council had requested that this application be referred to the Planning Committee for further scrutiny. The Clerk was requested to submit a comment highlighting the Parish Council concerns that the proposed building will result in a loss of amenity for the neighbouring property and there did not appear to be an adequate number of parking spaces allocated.

2025/0454/LDC – Certificate of Lawfulness – Ancillary caravan as rest room/storage facilities at land to the North of Back Lane, Newburgh. To receive an update regarding concerns raised about this application as a request for this application to be referred to the Planning Committee was refused due to the application being a Certificate of Lawfulness. The Clerk was requested to submit a comment highlighting the Parish Council concerns, which had been passed on to the Enforcement Team at the Borough Council.

2025/0451/FUL – Retrospective application for agricultural storage and livestock building at land to the North of Back Lane, Newburgh.

This application relates to the same site as 20225/0454/LDC and the Parish Council has the same concerns. The Parish Council had requested that this application be referred to the Planning Committee for further scrutiny and the Clerk was asked to submit a comment highlighting the concerns of the Parish Council with regard to the increasing development on this site and the fact that the application does not acknowledge that the caravan and building can be seen from the canal and hedges are also present around the site.

2025/0467/FUL – change of use from garage and workshop to single dwellinghouse at May Cottages, Back Lane, Newburgh.

The Parish Council had requested that this application should be referred to the Planning Committee for greater scrutiny due to concerns over the access arrangements for the entrance and exit of the proposed property. The Clerk was asked to submit a comment confirming these concerns.

2025/0483/LBC – Listed Building Consent – Proposed alterations and extension to existing dwelling, replacing conservatory with garden room and replacement of timber door frame and windows at Doe House, Tabby's Nook, Newburgh – No comment.

2025/0489/FUL – Replacement of timber frame windows and timber door frames with uPVC/Composite heritage design alteration at Ashford House, Back Lane – No comment.

**b) To receive a verbal update regarding LCC/222/0014 Round O Quarry and agree any actions.**

The issue had been discussed during the public discussion section. Following discussion, it was resolved that Vice Chair, Cllr Halliwell, would speak to the Chair, Cllr Roughneen, to pass on the offer from the owner of Round O Quarry to meet before the next meeting of the Development Control Committee on 16 July, to enable the owner to address any ongoing concerns.

Two members of the public left the meeting at this point.

072/25

WORKPLAN

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

The Clerk had updated the data spreadsheet with the information from the June speed device and recently circulated the details to the Parish Councillors. There has been some marking carried out on the village roads to highlight areas of broken tarmac.

Cllr Lea had been contacted by a resident reporting a noisy road grid. The issue has been reported via the Love Clean Streets app. The same resident also expressed concerns regarding the amount of traffic coming through the village and asked if any restrictions could be put in place. Cllr Lea confirmed that she had explained that as Course Lane is classed as an A road, no restrictions were possible. However, she did pass on the contact details for the Newburgh County Councillor, Adrian Owens.

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

Flooding issues had also been mentioned during the public discussion section. It was acknowledged that a recent short spell of heavy rainfall had resulted in a reduction in flooding in areas of the village, although the issues on Course Lane/New Acres still remain. The Clerk was asked to contact the relevant officer at Lancashire County Council to request an update on the works proposed to try to alleviate those issues.

Cllr O'Keefe and the member of the public left the meeting at this point.

**c) To receive a verbal update regarding Christmas arrangements, including confirmation of the date for the Carol event and agree any actions including booking the band.**

It was confirmed that the Christmas Carol event would take place on 21 December and the Red Lion is happy to continue to work in partnership with the Parish Council to host the event. The time of the event was not known at this stage, but it was resolved that the Clerk would book Skelmersdale Prize Band once those details were known.

073/25

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

In Cllr Atty's absence, the Chair provided an update regarding the stall shared by both organisations at the recent Newburgh Fair. The Appleton Field Trustees still plan to go ahead with an accessible path around the wood, once funding has been arranged.

074/25

TO AGREE WHICH COUNCILLOR WILL BECOME A TRUSTEE OF THE CRANE TRUST AND AGREE ANY ACTIONS.

Cllr Mike Roughneen will become a member of the Crane Trust. The Clerk was asked to confirm the details to Tony Richardson.

075/25

TO RECEIVE A VERBAL UPDATE ON REGARDING VILLAGE COMMUNITY EVENTS AND AGREE ANY ACTIONS.

The Parish Council had requested a stall at Newburgh Fair this year and it was felt that the stall, also shared with Appleton Fields Association, had been a success. Residents were encouraged to come to the stall to ask any questions, find out what was happening in the village and also learn more about the Parish Council. A number of residents signed up to join the Newburgh Neighbourhood Watch Scheme, bringing the total membership to 88 people. Cllrs Lea and Pennington were thanked for their hard work in organising the stall for the day.

076/25

TO CONSIDER THE DRAFT IT POLICY AND AGREE ANY ACTIONS.

It was resolved to approve the proposed IT Policy circulated to Councillors. The IT Policy will be displayed on the Parish Council website.

077/25

FINANCE

**a) To agree Accounts for Payment for June 2025, Schedule attached.**

The Clerk confirmed that there had been additional expenditure for Cllr Roughneen and asked if the Councillors were happy to approve a new total of £140.34, an increase from £74.49. Councillors approved the new total and it was resolved to approve the Accounts for Payment for June 2025. Payments will be electronic wherever possible.

078/25

TO NOTE THE CLERK'S REPORT (INFORMATION ONLY)

The Clerk's report was noted.

079/25

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

Cllr Lea and Cllr Turner confirmed that the Fire Brigade had been to their homes and provided new alarms, following one of the Red Lion coffee morning events.

Sessions relating to First Aid and the use of defibrillators were suggested for consideration at future Parish Council meetings, in relation to possible community events the Parish Council could organise.

Councillors were keen to set up an informal meeting soon to discuss village communication and how best to reach all residents.

080/25

DATE AND TIME OF NEXT MEETING

The next Parish Council meeting will be held on 23 July 2025 at 7pm.

The meeting ended at 8.45pm.

**Schedule of Accounts for Payment – June 2025**

<b>Ref No</b>	<b>Payee</b>	<b>Amount</b>
n/a	Nest Pension Scheme	£ 64.75 Direct Debit
n/a	ICO - annual subscription	£ 47.00 Direct Debit
260625	HMRC – NI and Income Tax payment	£ 76.21
260625	Mrs S Jones – June salary and expenses	£ 906.38
260625	Mr M Roughneen – Newburgh Fair and maintenance expenses	£ 140.34* see 077/25 a
260625	Mr J Horrobin – play area maintenance	£ 50.00
	<b>TOTAL</b>	<b>£ 1,284.68</b>