

NEWBURGH PARISH COUNCIL
Sandra Jones, Clerk to the Council
10 Priory Close, Burscough, Ormskirk, Lancashire, L40 7UY
e-mail: clerk@newburghparishcouncil.gov.uk
website: www.newburghparishcouncil.gov.uk

20 November 2025

Dear Councillor

You are hereby summoned to attend the Parish Council Meeting which will be held in the School, Back Lane, Newburgh on Wednesday 26 November 2025 at 7.30pm.

Yours sincerely



Sandra Jones
Clerk of the Council

AGENDA

1. To receive Apologies.
2. Councillors to declare an interest in subjects for discussion.
3. Approve minutes of the Council Meeting held on 22 October 2025.
4. Adjourn meeting for Issues raised by members of the public (15 minutes total time).
5. Planning.
 - a) Applications to be considered:
2025/0883/PIP – Permission in Principle for up to nine dwellings on Land at the Junction with Back Lane and Sandy Lane, Newburgh.
 - b) To receive a verbal update regarding the following village planning issues:
Dangerous condition of barn on Course Lane next to the footpath and potential unauthorised development at Hillview on Back Lane and agree any actions.
6. To consider the following work plan items:
 - a) To receive a verbal update regarding the village roads, including the nature of traffic using the small swing bridge on Spencer's Lane and agree any actions.
 - b) To receive a verbal update regarding the flooding in the village and agree any actions.
 - c) To receive an update regarding the play area, including the condition of the boundary wall and agree any actions
7. To receive a verbal update on Appleton Fields, including the request for access to be provided for a skip for work on two privately owned bungalows on Cobbs Brow Lane, and agree any actions.
8. To agree membership and date of meeting for the 2026 Work Plan Priming Group to consider budget priorities for the new financial year (2026-27).
9. To agree dates for Parish Council meetings in 2026 and agree any actions
10. To consider the condition and status of the BT Phone Box on the village green and agree any actions.
11. To receive a verbal update on community events and agree any actions.
12. To consider the recommendations of the Parish Remuneration Panel in respect of Parish Council Members Allowance Scheme for 2026/27 (no change to current scheme) and agree any actions.
13. Finance
 - a) To approve Accounts for Payment November 2025, Schedule attached
 - b) To receive a verbal update on the Mid Year Financial check and agree any actions.
 - c) To confirm the donation of £50 in respect of the Royal British Legion wreath for Remembrance Day (\$137 expenditure).
 - d) To consider a request for a donation from West Lancs Dial a Ride and agree any actions
14. To note Clerks report (information only).
15. Councillors to raise issues for discussion only (10 minutes total time).
16. To note date and time of next meeting.

Enclosures:

3 Minutes of 22 October 2025 meeting

13a Schedule of Accounts for Payment – November 2025

Schedule of Accounts for Payment – November 2025

Nest Pension Scheme	£	80.31	Direct Debit
Unity Trust Bank – service charge	£	1.40	
Mrs S Jones – November salary and expenses	£	932.03	
HMRC – NI payment	£	80.97	
Royal British Legion – Remembrance Day wreath	£	50.00	S137 exp
Mr M Roughneen – Remembrance Day poppies and Christmas decorations	£	44.44	
Altham Parish Council – October 25 & November 25 SPID hire	£	459.60	
SLCC Enterprises Ltd – Clerk training fees re Trusts	£	72.00	
Yates Playgrounds Ltd – Play area repairs June and July 2025	£	418.80	
Mr J Horrobin – play area maintenance	£	<u>30.00</u>	
TOTAL	£	<u>2169.55</u>	

MINUTES of the Parish Council Meeting held on Wednesday 22 October 2025 at Newburgh School, Back Lane commencing at 7pm.

PRESENT: Cllrs Roughneen (Chair), Halliwell, Turner, Pennington, Lea, Baker and Clerk Sandra Jones. Borough Cllr Juckes, Trustees from Moorcroft House and 40 members of the public were also present.

110/25

TO RECEIVE APOLOGIES

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

111/25

COUNCILLORS TO DECLARE AN INTEREST IN ISSUES FOR DISCUSSION

Cllr Roughneen declared an interest in the Appleton Fields item.

112/25

TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 24 SEPTEMBER 2025

It was resolved that the minutes of the Parish Council meeting held on 24 September 2025 should be approved and signed by the Chair.

113/25

ISSUES RAISED BY MEMBERS OF THE PUBLIC

The meeting was adjourned for public discussion.

The Chair addressed the residents in attendance, as it was clear that many had attended to voice concerns over recent rumours regarding the land on Tears Lane, which lies behind homes on Woodrow Drive. Rumours circulating locally, appeared to suggest that the land had been purchased by a housing developer who planned to build approximately 100 homes on the site. The Chair confirmed that nothing could be done until an official planning application was submitted for the site or the site is included on the list of sites officially considered for development as part of the forthcoming Local Plan process. If the site is included for consideration as part of that process, there will be a consultation period where the Parish Council and residents will have the opportunity to respond with their views regarding the proposals. It was confirmed that the Clerk had sent an email to the Planning Services manager at the Borough Council asking for an update regarding the Local Plan process in regard to approximate timescale and clarification as to whether the current list of sites considered for development listed on the Borough Council website is the final list. Unfortunately, a response had not been received before the Parish Council meeting. Once these details are known, the Chair confirmed that the Parish Council will publicise the details to residents.

Trustees from Moorcroft House attended the meeting and the Chair of the Trustees, Louis Casey, read out the following statement.

ORMROD AND HACKEY CHARITY

Statement – Newburgh Village Parish Council Meeting of 22 October 2025.

The Trustees of the Ormrod & Hackey Home Trust wish to continue to keep the Parish Council apprised of the progress of the Trust, specifically related to the status of residents of Moorcroft House.

To date, three have vacated the premises to other accommodations and the two remaining have both secured suitable accommodations. The Trustees have been providing additional time, now in excess of two months and ongoing support as required, for each resident along with financial assistance according to the needs of each individual.

The Trustees continue to work with the Charity Commission and relevant professional advisers to facilitate the requirement to bring the Trust into full compliance with current day standards and to complete the work to update the covenants of the Trust to prepare it for its future mission.

The Trustees also wish to offer our congratulations to the Parish Council for their success in securing the “Best Kept Village” award. Special recognition must also be extended to Celia Pennington who has been tireless in her efforts and was instrumental in securing the award.

End of Statement.

A member of the public raised the issue of unsafe slates on the roof of the barn on the corner of Course Lane on the way into the village. Although the site appears to be cordoned off, a public footpath runs alongside the site and falling slates are a health and safety risk, not just to pedestrians but also to road users. He asked if the Parish Council could get in touch with the Borough Council to report the issue and ask for appropriate action to be taken.

A member of the public raised the issue of the current list on the Borough Council website regarding potential sites for development as part of the Local Plan process. She stated that the list included the site of the former Strawberry Farm on Course Lane with 250 homes considered. It was confirmed that the Parish Council was fully aware of the list, but until confirmation is received that this is the final list which will go out for consultation, there is nothing that can be done. Many sites for development are proposed, but not all the sites will end up on the final list.

Borough Cllr Jukes confirmed that the requirement for the number of homes to be built per year in West Lancashire has risen from approximately 150 homes per year to over 600 homes per year. She informed the meeting that it would be useful to gather evidence in preparation for the start of the Local Plan process. Video or photographic evidence of flooding and wildlife, especially any at risk species, would show what the fields are used for.

A member of the public also spoke about Moorcroft House asking if the property will be sold. The Chair of the Trustees for Moorcroft House stated that no decision had been made at this stage.

Another member of the public asked if Tears Lane is adopted and whether this would have a potential impact on any development in that area. It was stated that it was thought that Tears Lane was unadopted.

A different member of the public raised the issue of flooding near to Tears Lane and Tabby Nook and mentioned the trench which had been put in by Apple Cast. She stated that sometimes there can be a smell in that area as the trench is uncovered and different items of waste can flow along the trench sometimes going into the road. However, it was also acknowledged, that the flooding problem had greatly reduced following the introduction of the trench.

The matter of the wall on Back Lane next to the play area was also raised. A resident had noticed that in addition to the crumbling wall, there appeared to be a hole in the ground on the play area side of the wall. The issue was due to be discussed later in the meeting, but it was confirmed that the School had been informed of the dangerous state of the wall and asked to circulate the information to parents and pupils requesting that everyone keeps away from the wall. In addition, caution tape had also been put on the wall to alert residents to the danger.

The meeting was reconvened and 29 people left the meeting.

114/25

PLANNING

a) Applications to be considered:

2025/0815/FUL - Retrospective submission for the refurbishment of dwelling including demolition of existing conservatory and application of render to external facia at 9 Cobbs Brow Lane, Newburgh, Wigan, Lancashire, WN8 7ND.

2025/0816/FUL - Retrospective submission for the refurbishment of dwelling including demolition of existing conservatory and application of render to external facia at 17 Cobbs Brow Lane, Newburgh, Wigan, Lancashire, WN8 7ND.

Both these properties are in the conservation area and the Parish Council had been alerted to the fact that some work was underway by concerned residents a few months previously. Informal discussions revealed that work had commenced on both properties, however the owner had not been aware of the special planning requirements regarding work on properties in a conservation area. The above two retrospective applications have now been submitted and it was confirmed that Newburgh Parish Council had submitted the following comment, which was the same for both properties:

Newburgh Parish Council was made aware of work on these properties and informal enquiries revealed that no planning permission or guidance had been sought before the work commenced. Both properties are in a conservation area, and as such, the Parish Council wants to highlight the importance of regular monitoring of any work carried out to ensure that the work is appropriate and complies with all legislation for building work on properties in a conservation area.

Prior to considering the next agenda item, the Chair confirmed to the meeting that the Parish Council had become aware earlier in the day, that a permission in principle (PIP) planning application had been submitted for a potential housing development for up to nine dwellings on land at the junction of Sandy Lane and Back Lane. The Parish Council Planning Working Group will meet to consider the application, as it does with all applications affecting the Parish, and enquiries will be made to find out whether residents living nearby have been notified.

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

It was confirmed that County Cllr Owens had sent in an update to the Parish Council regarding the latest situation for the Round O Quarry application. As the application has now been withdrawn, officers are currently drafting a report in relation to proposed enforcement action. Further updates will be reported at a future Parish Council meeting.

115/25

WORKPLAN

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

A monthly speed device is continuing to collect valuable data which will be passed on to Councillors and the relevant officer at Lancashire County Council.

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

There were not much to report due to lack of rainfall in recent weeks. However, it was resolved that the Parish Council would look into the matter of the trench near Tabby's Nook as mentioned during the public discussion section.

c) To receive a verbal update regarding the Christmas arrangements and agree any actions.

The Clerk confirmed that there would be a cost of £216 for the Skelmersdale Prize Band to play at the Village Carols on Sunday 21 December at 1pm. It was resolved to approve the cost of the band. Contact will also be made with the Red Lion to suggest that the Parish Council pays for the cost of a buffet at the event, due to monies outstanding which were received for community events. It was resolved that a cost in the region of £200 would be allocated for the buffet, similar to the buffet provided for VE Day commemorations.

d) To receive a verbal update on the Play Area, including the results of the annual inspection and the condition of the boundary wall and agree any actions.

It was confirmed that the annual inspection by ROSPA had been carried out at the end of September and some minor issues had been identified which needed to be rectified. The outstanding issues had been notified to Yates Playgrounds to request an estimate and timescale for the work to be carried out, but a response had not yet been received. It was resolved that a meeting would be requested with Yates Playgrounds to try to progress the issue as a matter of urgency.

The boundary wall is still a matter of concern, however, further investigations carried out with the Village Tree Warden had revealed that the ash tree next to the wall could be causing the problem. It was resolved that tree surgeons would be contacted to provide a quote for the work. As the tree is in a conservation area, planning permission will need to be sought prior to felling the tree. It was resolved that the Parish Council would contact the Church (as the landowner) to arrange a meeting to discuss the issue of the wall and tree in order to reach a resolution. The wall is still marked with caution tape to alert residents and children of the need to keep away from the area. It was also resolved to check the nature of the hole as mentioned by a resident during the public discussion section.

e) To receive a verbal update regarding the Lancashire Best Kept Village entry and agree any actions.

Newburgh are the proud winners of the Lancashire Best Kept Village competition for 2025. The Chair showed the winners plaque to the attendees and the plan is to display the plaque on the Post Office wall next to the conservation area plaque. The Chair and Cllr Pennington attended the presentation event on 13 October at Eaves Hall. Congratulations were also expressed to the school who were also winners this year under the school category. The excellent results build on the excellent history of the village in regards to winning numerous awards in this event over the years.

116/25

TO RECEIVE A VERBAL UPDATE REGARDING THE LATEST POSITION RELATING TO THE POTENTIAL CLOSURE OF MOORCROFT HOUSE AND AGREE ANY ACTIONS.

An update had been provided by the Chair of Trustees during the public discussion section. The Chair confirmed that the Parish Council had publicised the details of the consultation currently underway regarding the future of Moorcroft House, which was announced by the Trustees at the last Parish Council meeting.

117/25

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

There was not much to report at this meeting as Cllr Atty was unable to attend to provide an update.

118/25

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

It was confirmed that there was still money available from the grant received from the Duchy of Lancaster last year for community events. In addition, to the Christmas buffet planned for the Village Carols event, it was also proposed that an event should be held to celebrate village success at the Best Kept Village competition this year. Following discussion, it was resolved that contact would be made with everyone who volunteered and contributed to the success. It was resolved that the Parish Council would use the remaining balance from the grant to pay for the refreshments, such as prosecco, non-alcoholic drinks, sandwiches and cakes.

It was confirmed that there are now 82 residents in the official Newburgh Neighbourhood Watch Scheme.

118/25

FINANCE

a) To agree Accounts for Payment for October 2025 (Schedule attached).

Cllr Roughneen left the meeting at this point and Cllr Halliwell took the Chair.

It was resolved to approve the October accounts for payment. The Clerk advised that the payments would be the first to be paid out of the Unity Trust account and requested that all the Councillors who are signatories for the account make sure that they are registered to authorise the payments.

Cllr Roughneen returned to the meeting at this point and resumed as Chair.

119/25

TO NOTE THE CLERK'S REPORT (INFORMATION ONLY)

The Clerk's report was noted.

120/25

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

Councillors were asked to check the latest training webinars available and to advise the Clerk if there were any courses they would like to attend.

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

121/25

DATE AND TIME OF NEXT MEETING

The next Parish Council meeting will be held on 26 November 2025 at 7pm.

The meeting ended at 8pm.

Schedule of Accounts for Payment – October 2025

Ref No	Payee	Amount
n/a	Nest Pension Scheme	£ 64.75 Direct Debit
241025	Mrs S Jones – October salary and expenses	£ 1,123.00
241025	HMRC – NI payment	£ 117.48
241025	Playsafety Ltd – annual play area inspection	£ 100.80
241025	Newburgh School – April 2025 – June 2025 hall hire	£ 95.00
241025	Mr M Roughneen – mileage and stationery expenses	£ 88.48
241025	CPRE – annual membership fee	£ 36.00
241025	KC Computers – Ink cartridges	£ 83.50
241025	Altham Parish Council – September 2025 speed device hire	£ 228.40
TOTAL		<u>£ 1,937.41</u>

Confirmation of Proposed Comment from Newburgh Parish Council

Application Ref: 2025/0883/PIP – Permission in Principle for construction of up to nine dwellings. Land at the Junction with Back Lane and Sandy Lane, Newburgh

Newburgh Parish Council carefully considers all planning applications on their individual merits and within the context of local and national planning policy.

Newburgh Parish Council objects strongly to this application for Permission in Principle for up to nine dwellings.

The site lies within the designated Green Belt. Under the revised National Planning Policy Framework (2025), new housing remains inappropriate development unless it meets the limited "not inappropriate" criteria for Grey Belt or satisfies the Golden Rules for major development. This land performs important Green Belt functions, maintaining openness and preventing encroachment into the countryside. It cannot reasonably be categorised as Grey Belt or justified as meeting the new tests.

The proposal would cause significant harm to the landscape and rural character of Newburgh, creating a suburban edge at a visually sensitive entrance to the village. No affordable housing, infrastructure, or community benefit has been demonstrated to meet the new policy expectations.

The site is greenfield, and the updated NPPF directs that brownfield and less sensitive Grey Belt land must be prioritised before any other Green Belt release.

The Parish Council therefore concludes that the proposal conflicts with the NPPF (2025) and West Lancashire Local Plan policies GN1 and EN2, and should be refused.

Planning item 5B

Dangerous condition of barn on Course Lane next to the footpath
Potential unauthorised development at Hillview on Back Lane

Both issues have been previously reported to the West Lancashire Borough Council Planning Enforcement Team, who provided the following responses:

Dangerous Condition of Barn on Course Lane

A response has been received from the Borough Council Building Control Department to confirm that an inspector has been out to view the premises, but although they have advised the landowner that repairs are recommended, they have no enforcement powers because the inspector did not view the site as immediately dangerous. The Parish Council still has major concerns regarding the health and safety risk for residents, especially in respect of the roof slates falling from the roof. An email providing an update on this issue has been sent to our Borough and County Councillor representative to ask if they can take up the issue on our behalf.

Potential Unauthorised Development at Hillview Back Lane

The Parish Council had been contacted by a number of residents highlighting concerns around the issue of potential unauthorised development at this site. Retrospective Planning Permission was granted a few weeks ago to retain the agricultural building at the site, but concerns had also been raised about other buildings, a caravan that appeared to be lived in, installation of mains water during the summer and potential business activities. The Borough Council Enforcement Team responded to say that any action will be delayed until a decision was reached on planning application 2025/0454/LDC, which seeks a lawful development certificate (LDC) for retainment of the caravan on site as a rest room and storage facility ancillary to an agricultural use. The Lawful Development Certificate was refused in the summer, but it would appear that no further action has been taken since.

Play Area Item 6c

Outstanding repairs have been reported to Yates Playgrounds, who have been out in recent weeks to assess the site.

The condition of the boundary wall remains a concern and subsequent investigations have revealed that the adjacent ash tree's roots appear to be causing the problem. Quotes are being obtained for the work to rebuild the wall and also for the felling of the ash tree (although an application for tree works needs to be submitted and approved before any work can be undertaken). The site is leased by the Parish Council from the Church and it is planned that a meeting will be arranged with representatives of the Church to consider the matter and where the responsibility lies.

NEWBURGH PARISH COUNCIL 2026 MEETING DATES (proposed)

Parish Council Meetings take place at Newburgh School, Back Lane and usually start at 7pm.

28 January 2026

25 February 2026

25 March 2026

22 April 2026

27 May 2026 (The Annual Parish Meeting may also take place on this date)

24 June 2026

22 July 2026

23 September 2026

28 October 2026

25 November 2026

9 or 16 December 2026

Newburgh School has responded that there should be no problems with the dates (including both the potential December dates), however, it has been pointed out that the May, July and October dates fall around School holiday time when there may not be any staff present to open or lock the building.

**Newburgh Parish Council
Clerks Report
November 2025**

1. Services, Amenities and Environmental issues.

Environmental issues are now reported mainly via the Lancashire County Council Love Clean Streets app. Issues reported recently include flooding on Back Lane and Course Lane and poor condition of road surface under the cobbled canal underpass on Culvert Lane and Deans Lane.

The issue of the poor condition of the access drive and car park to the Sports Club on Cobbs Brow Lane remains an ongoing issue and Newburgh Borough Council representatives have been asked to pursue the issue. It is thought that the Sports Club lease the Sports Club building and the KGV Field from the Borough Council

2. Planning Updates

There is one planning application relating to the Permission in Principle application regarding the proposal for construction of up to nine dwellings on land at Sandy Lane and Back Lane.

The other planning items concerns issues which have been raised in recent months concerning the dangerous condition of the barn and its roof on Course Lane and the potential unauthorised development at Hillview on Back Lane. Both issues have been reported to the Borough Council Enforcement Team.

3. Finance

Both Parish Council bank accounts have been reconciled to the end of October 2025 and the bank balance at that time was £33,471. The balance has increased as the second payment of the precept has now been received.

The new Unity Trust account is now set up and all Councillor signatories are able to use the system. The October payments were the first payments made from the new account.

4. Meetings Feedback

No meetings held since the last Parish Council meeting.

5. Training

The latest list of training courses available from the Lancashire Association of Local Councils has been circulated to Councillors who are requested to let the Clerk know if there are any courses they would like to attend. Some feedback has been received from Councillors but a reminder will be given at the Parish Council meeting.

The Clerk attended a training course relating to Trusts, but was only able to attend the first part at the time. The second part is available to view retrospectively and it is hoped that there will be time for the Clerk view this and feedback the important points to Councillors prior to the November Parish Council meeting. Slides should also be available.

6. LCC Footpath Delegation Scheme/Biodiversity Scheme

It has been confirmed that there will be no Footpath Delegation (PROW) or Biodiversity Grants for Parish and Town Councils this year.

7. Christmas 2025

It has been confirmed that the cost of Skelmersdale Prize band to play at the village carols event at the Red Lion on 21 December is £216.00

With regards to the Christmas tree on the green, Giltrees who are kindly donating a tree again this year have delivered the tree to the green and P&R Electrical have confirmed that the decoration is scheduled this week also. Newburgh School have been contacted to ask if the pupils would like to design a leaflet/poster to publicise the event and it has been confirmed that the school and pupils will design the leaflet again this year.

8. Flooding Update

Following an email to Andrew Davies asking for an update on flooding issues in Newburgh, a response has been received to say that the Highways department risk assess the drainage repairs in our programme due to the number we have. At present the manhole installation is 54th in a list of 140 planned repairs we are currently aware of in West Lancashire. Works are therefore likely to start in approximately 10-12 months.

Emails Received & Circulated to Councillors:

27/10 Update regarding Round O Quarry from County Cllr Owens
30/10 Invitation to attend WLBC Remembrance Day Parade and Service in Ormskirk
10/11 LCC Trading Standards November Consumer Alert
13/11 LCC presentation slides from Parish & Town Conference held on 1 November 2025
14/11 LCC Winter Campaign
17/11 Newburgh Indiana email congratulating the Parish Council on Best Kept Village success
17/11 Response from WLBC Building Control regarding barn on Course Lane
17/11 Local Government Reorganisation email from County Cllr Owens

Post Received:

Clerks & Councils Direct November 2025
SLCC The Clerk Magazine November 2025
War Memorial Magazine November 2025

**Sandra Jones - Clerk to the Parish Council
20 November 2025**