NEWBURGH PARISH COUNCIL
Sandra Jones, Clerk to the Council
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22 October 2026

Dear Councillor
You are hereby summoned to attend the Parish Council Meeting which will be held in the School, Back Lane, Newburgh on Wednesday 28 October 2026, commencing at 7pm.

Yours sincerely

S Jones.

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 30 September 2026.
4. Adjourn meeting for Issues raised by members of the public (15 minutes total time).

5. Planning.
a) Applications to be considered:

None at this meeting.

b) Appeals to be considered:

2026/0047/01 – Outline application proposed demolition of existing stables buildings and construction of two detached 1.5 storey dwellings at Wynfield Plants, Rigby's Farm, Back Lane. An appeal has been submitted to the Planning Inspectorate. Councillors are asked to consider whether to submit a further comment, which must be submitted before 11 November.

c) Newburgh Planning Applications – To note summary of status of outstanding Newburgh planning applications, including application regarding Wain Homes application 2026/280/FUL and Forest View Nurseries application 2026/0716/FUL, which has been called into West Lancashire Borough Council Planning Committee.

d) To receive a verbal update regarding the latest position on the restoration at Round O Quarry and agree any actions.

6. To consider the following work plan items:
a) To receive a verbal update regarding the village roads and Spencer's Bridge and agree any actions.

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

c) To receive a verbal update regarding the play area and agree any actions.

d) To receive a verbal update regarding arrangements for Christmas 2026 and agree any outstanding actions.

e) To agree arrangements for Remembrance Day, including attendance at the Newburgh Remembrance Service on Sunday 8 November and approval of the (S137) donation in respect of the British Legion wreath.

7. To receive a verbal update on Appleton Fields and agree any actions.

8. To receive a verbal update on the latest developments regarding the future of Moorcroft House and agree any actions.

9. To approve the dates for Parish Council meetings in 2027.

10. To agree membership and date of meeting for the 2027 Work Plan Priming Group to consider budget priorities for the new financial year (2027-28).

11. To consider a response to the Joint Lancashire Minerals and Waste Plan Review consultation and agree any actions.

12. To receive a verbal update on Newburgh Community events and consider any possible areas of expenditure for such events. Agree any other actions required.

13. Finance
a) To approve Accounts for Payment for October 2026, schedule attached.

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
17. 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.

Enclosures:
3 Minutes of 30 September 2026
13a Schedule of Accounts for Payment - October 2026

Schedule of Accounts for Payment – October 2026.

Nest Pension Scheme - September pension contribution	£	82.37	Direct Debit
Unity Trust – monthly service charge	£	7.00	
Mrs S Jones – October salary, backpay and expenses	£	977.36	
HMRC – NI and Income Tax payment for October 2026	£	101.33	
Newburgh School – September 2026 hall hire	£	43.75	
Mr J Horrobin – play area maintenance	£	35.00	
TOTAL	£	1,246.81	

MINUTES of the Parish Council Meeting held on Wednesday 30 September 2026 at Newburgh School, Back Lane commencing at 7pm.
PRESENT: Cllrs Roughneen (Chair), Halliwell, Atty, Baker and Clerk Sandra Jones.
Four members of the public were present, including Ann Hulbert, Church Warden, and one of the Trustees from Moorcroft House.

102/26
TO RECEIVE APOLOGIES
Apologies were received and accepted from Cllr Lea, Borough Cllr Whittington and Borough Cllr Juckes.

103/26
COUNCILLORS TO DECLARE AN INTEREST IN ISSUES FOR DISCUSSION
Cllr Atty declared an interest in the Appleton Fields item.

104/26
TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 22 July 2026
It was resolved that the minutes of the Parish Council meeting held on 22 July 2026 should be approved and signed by the Chair.

105/26
ISSUES RAISED BY MEMBERS OF THE PUBLIC
The meeting was adjourned for public discussion.

The Trustee for Moorcroft House provided a copy of a recently commissioned report which detailed options for the future of Moorcroft House and the Charity. There may be three possible options – save the house and obtain grants for the repairs needed, sell the house and use the proceeds and remaining funds to distribute to Newburgh residents in need (under a Charity which would have different objectives to the current Charty) or sell the house and all proceeds and remaining funds would be distributed to national Charities as detailed in Miss Ormrod's will. It is likely that legal advice will determine which option is chosen. Talks are ongoing with the Charity Commission. Two of the current Trustees are moving away soon and the remaining Trustees are asking for help and support from the Parish Council to take the matter forward.

Another member of the public discussed the future of Moorcroft House and it was confirmed that advice had been sought from the West Lancashire Council for Voluntary Service, based in Skelmersdale. There are possible grants available which could be used to carry out the necessary repairs on the property, which are estimated to cost in the region of £500,000. West Lancashire Council for Voluntary Service would be happy to work with the Trustees and Parish Council going forward following legal advice.

Ann Hulbert confirmed that the Church is still having problems with inconsiderate parking on Back Lane which is having an impact on residents attending services and visiting the graveyard. Lancashire County Council have been contacted about the issue and confirmed that they would visit to discuss options. She asked if the Parish Council could include a piece in the latest newsletter requesting that people park more considerately. An invitation was extended to the Parish Council to attend the Remembrance Service at Church, due to take place on Sunday 8 November. Members of the Parish Council usually attend and lay a wreath at the War Memorial.

The meeting was reconvened.

106/26
PLANNING
a) Applications to be considered:
2026/0622/FUL - Removal of condition 4,7 and 8 of planning permission 2024/0020/FUL relating to
Noise control, pedestrian footpath and drainage at Eden Tearoom and Galleries, Course Lane, Newburgh.
To confirm the Parish Council response to this application.

The following response was submitted:

The Parish Council has considered application ref:2026/0622/FUL in relation to Eden Tea Rooms & Galleries and the document submitted provided by the applicant. We understand the applicant is seeking to remove three conditions that were imposed by the Council in relation to application reference 2024/0020/FUL which provided approval for the use of the Barn for Artisan markets. This application is one of numerous that have been submitted by the applicant in relation to the Eden Tea Rooms site in the village. As we have previously noted the Eden Tea Rooms site is in a sensitive site in the village with clear views to the main road (Course Lane) and is adjacent to a number of residential properties. Whilst we are keen to encourage businesses and employment in the village, we are also mindful that this is a sensitive site and residents have legitimate concerns relating to the operation of the site and the impact on amenity.

The Parish Council takes the view that the conditions applied for the original change of use application were valid and considers that removal should only be granted where there is a strong case presented by the applicant that they are no longer necessary or appropriate. Having considered the applicant's submission we are at this stage unconvinced that sufficient justification has been provided for the removal of the three conditions. Noise remains a real concern for residents, pedestrian access to the site is not in our view acceptable and appropriate drainage is still an important factor. Whilst we are conscious that there has not been any actual markets held for some time, we respectfully ask that the Council carefully considers whether sufficient justification has been provided to remove the identified conditions.

2025/0403/FUL – erection of a new dwelling at Ivy Cottage Farm, Back Lane. An amendment has been submitted in respect of this application which consists of a new red line boundary. Councillors to consider whether to submit an additional comment.

Following discussion, it was resolved to submit a comment reiterating. Parish Council concerns regarding impact on neighbouring property, vehicle access and the comments submitted in the heritage report.

2026/0716/FUL - Change of use of existing hardstanding to accommodate long-term storage of up to 15no. recreational vehicles/caravans at the former Forest View Nurseries, Back Lane, Newburgh.

It was resolved to request that the planning application is called into Planning Committee to allow greater scrutiny relating to vehicle access arrangements. Councillors suggested that a condition should be considered stating that the site should only be accessed via Course Lane and Back Lane and not via the mini roundabout near to the Post Office.

2026/0783/FUL - Proposed single storey rear extension to connect existing dwelling and garage with additional windows added to Gable Elevations at High House, Back Lane, Newburgh - No comment.

b) To receive a verbal update regarding the latest position on Round O Quarry following a meeting with Lancashire County Council.
Cllr Roughneen provided an update on the latest position regarding Round Quarry following an online meeting with County Council officers. Cllrs Roughneen and Halliwell were informed at the meeting that officers were not confident that the County Council could enforce the conditions on the landowner and that any appeal made by the landowner would be likely to succeed, especially as the Environment Agency had not raised any concerns. It was confirmed that the stance of the Parish Council had not changed and it was agreed that a further meeting would be held following discussions with the County Council flooding officer.

c) Newburgh Planning Applications – To note summary of status of outstanding planning applications.
The current status of Newburgh Parish Council applications was noted.

107/26
WORKPLAN
a) To receive a verbal update regarding village roads and the issue of traffic using Spencer's Bridge and agree any actions.
It was confirmed that a further meeting had been held with neighbouring Parishes and evidence had been gathered relating to speeding traffic and accidents on roads in the Borough. It is hoped that a meeting will take place soon with Lancashire County Council Highways, local MP Ashley Dalton and the Lancashire Police and Crime Commissioner to discuss options for improving road safety.

Cllr Baker provided an update regarding Spencer's Bridge. A visit was recently undertaken by the Traffic Enforcement Police and it was agreed that a mobile matrix unit warning about the bridge would be deployed as a deterrent. Unfortunately, there had been a delay as the unit required repairs but it will hopefully be in place soon on both sides of the bridge for a week's trial. Residents have been asked to take photos of any incidents which can bee submitted to the Police, who may issue fines depending on the evidence provided.

b) To receive a verbal update on flooding issues in the village and agree any necessary actions.
It was confirmed that there had been no flooding incidents in the centre of the village in recent weeks.

c) To receive a verbal update on the Play Area, including the condition of the boundary wall and agree any actions.
The work on the wall has now been completed and it was a job well done. Residents had contacted the Parish Council about mushrooms spotted growing near the wall. It was confirmed that the Clerk had contacted the school to ask that they tell pupils not to eat the mushrooms and the mushrooms have now been removed.

The annual inspection of the play area has been carried out with some minor issues identified in the report. It is still difficult to find a local play area company to carry out repairs in a timely manner and efforts continue in order to try to resolve this problem. The Clerk was asked to contact the Parish Council insurer and the Lancashire Association of Local Councils to enquire whether some of the work could be carried out by Parish Councillors.

d) To consider arrangements for Christmas 2026, including an estimate for the provision and decoration of the Christmas tree on the village green and agree any actions.
The Clerk informed the meeting that the estimate to decorate the tree by contractor P& R Electrical was £330 plus VAT, which is the same cost as last year. This contractor is an approved supplier of West Lancashire Borough Council, the owners of the electricity box located on the green, which is used to power the lights. Therefore, no other quotes were obtained. In addition, P&R Electrical had also supplied a quote of £95 plus VAT for replacement bulbs for the Christmas tree lights – the first replacement bulbs required for 10 years. Giltrees Christmas Trees confirmed that they would donate the Christmas Tree to the Parish again this year. It was resolved to approve the quotes from P&R Electrical for the decoration of the Christmas tree and replacement bulbs and Councillors voiced their appreciation for the kind donation of the Christmas tree from Giltrees. Any further Christmas arrangements were deferred to the October meeting.

e) To receive a verbal update regarding the village rights of way including the decision of the Planning Inspector to approve the order for the longstanding footpath claim and agree any actions.
It was confirmed that the Planning Inspector had published the report approving the order for the longstanding footpath claim to be officially recognised as a right of way. Discussions took place regarding the best way to publicise the outcome.

f) To consider options for how to attract more Parish Councillors and agree any actions.
Cllr Atty informed the meeting that he would be retiring in the new year following nearly 12 years of service. There are currently only five Parish Councillors, from a full complement of eight. The three vacancies on the Parish Council have already been publicised on the village noticeboard, village Facebook page and in previous newsletters, but with no success to date. It was acknowledged that only having four Parish Councillors in the new year will greatly reduce what the Parish Council is able to do and could result in some future meetings being cancelled due to a lack of Councillors. It was resolved to publicise the vacancies again in the next newsletter.

108/26
TO RECEIVE A VERBAL UPDATE ON APPLETON FIELDS AND AGREE ANY ACTIONS.
It was confirmed that the Parish Council had been contacted by Appleton Fields Association as a request had been received from a local Scout organisation based in Appley Bridge to stay overnight on the field. Councillors were informed that members of the Scout group were known by the Trustees of Appleton Fields and some of the Scouts live in Newburgh. Following discussion, it was resolved that the request would be approved by the Parish Council, dependent on the organisation having appropriate insurance cover for the activity and a copy being provided to the Parish Council.

109/26

TO RECEIVE A VERBAL UPDATE ON THE POTENTIAL CLOSURE OF MOORCROFT HOUSE AND AGREE ANY ACTIONS

As detailed in the public discussion section, one of the currently serving Trustees attended the meeting to provide an update, along with the latest report detailing the options for the charity going forward. It was resolved to consider the report and request from the Trustees for Pash Council support at a future Parsh Council meeting.

110/26

TO CONSIDER ATTENDANCE AT THE LANCASHIRE COUNTY COUNCIL PARSH AND TOWN CONFERENCE ON SATURDAY 14 NOVEMBER AT COUNTY HALL PRESTON AND AGREE ANY ACTIONS

Following discussion, it was resolved that the Parsh Council would be represented by Councillors Roughneen and Halliwell at the Conference. The Clerk was asked to make the necessary arrangements.

111/26

TO RECEIVE A VERBAL UPDATE ON THE BENCH NEAR TO THE RED LION ON ASH BROW, WHICH HAS BEEN DAMAGED BEYOND REPAIR. COUNCILLORS NEED TO CONSIDER WHETHER TO REPLACE THE BENCH AND AGREE ANY NECESSARY ACTIONS

Cllr Roughneen confirmed that the bench was beyond repair so it had been removed to prevent it becoming a health and safety risk for residents. Replacing the bench was discussed, but Councillors felt that there were a sufficient number of benches in good condition located at various places in the village. It was resolved not to replace the bench and the Clerk was asked to contact Zurich Insurance to advise of the bench's disposal.

112/26

TO CONSIDER POSSIBLE PARISH COUNCIL COMMUNITY EVENTS AND AGREE ANY ACTIONS REQUIRED

Due to the current lack of Parish Councillors, it was resolved that Christmas arrangements including the provision of the Christmas tree and lights on the village green would be the priority until the end of the year.

113/26

FINANCE

a) To agree Accounts for Payment for August 2026 (retrospective) and September 2026, including the national pay award of 3.3% in relation to the Clerk's salary.

It was resolved to approve the August 2026 and September 2026 accounts for payment including the national pay award in relation to the Clerk's salary. Electronic payments will be made wherever possible.

b) To note the conclusion of the external audit of the Parish Council Accounts for 2025-26, with no areas of concern raised.

The conclusion of the external audit of the Parish Council accounts for 2025-26 was noted and the Councillors were pleased to note that no areas for concern had been raised by the external auditors.

114/26

TO NOTE THE CLERK'S REPORT (INFORMATION ONLY)

The Clerk's report was noted.

115/26

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

A resident had recently contacted the Parish Council about a few issues including the overgown vegetation on the junction of Course Lane and Woodrow Drive, the overgrown state of the field which is the subject of a planning application for a 96 homes development and the possibility of a mirror being installed opposite the junction of Course Lane and Back Lane on the way out of the village. The overgrown vegetation has been reported via the Love Clean Streets app and the other issues are being looked into.

116/26

DATE AND TIME OF NEXT MEETING

The next Parish Council meeting will be held on 28 October 2026 at 7pm.

The meeting ended at 8.45pm.

Schedule of Accounts for Payment – August 2026 (Retrospective)

Ref	Payee	Amount	
N/A	Nest Pension Scheme - July pension contribution	£ 68.81	Direct Debit
N/A	Unity Trust – monthly service charge	£ 7.00	
290726	Dynamic Landscapes – Back Lane wall repair	£2,845.00	
290826	Mrs S Jones – August salary and expenses	£ 958.71	
290826	HMRC – NI and Income Tax payment for August 2026	£ 90.08	
290826	PKF Littlejohn – External Audit fee 2025-26	£ 252.00	
290826	Playsafety Ltd – Annual play area inspection fee	£ 104.40	
290826	West Lancashire Borough Council – May 2026 Election Fees	£ 281.52	
290826	Mr J Horrobin – play area maintenance	£ 35.00	
	TOTAL	£4,642.52	

Schedule of Accounts for Payment – September 2026.

Ref	Payee	Amount	
N/A	Nest Pension Scheme - August pension contribution	£ 68.81	Direct Debit
N/A	Unity Trust – monthly service charge	£ 7.00	
011026	Mrs S Jones – September salary, backpay and expenses	£ 1,088.10	
011026	HMRC – NI and Income Tax payment for September 2026	£ 168.07	
011026	Altham Parish Council – Speed device hire	£ 231.20	
	TOTAL	£ 1,563.18	

Item 9

NEWBURGH PARISH COUNCIL 2027 MEETING DATES - PROPOSED

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

27 January 2026
24 February 2026
24 March 2026
28 April 2026
26 May 2026
23 June 2026
28 July 2026
22 September 2026
27 October 2026
24 November 2026
8 December 2026

The Annual Parish Meeting normally will take place the same day as the May Parish Council meeting (26 May 2026), but this could be subject to change.

Item 11 Joint Lancashire Minerals and Waste Local Plan Consultation

Joint Lancashire Minerals and Waste Local Plan Review consultation notification and statement of representation procedure made under regulation 19 of the Town and Country Planning (Local Planning) Regulations 2012.

The minerals and waste planning authorities of Lancashire County Council, Blackpool Council, and Blackburn with Darwen Borough Council, are publishing for consultation purposes the draft revised Joint Lancashire Minerals and Waste Local Plan.

This draft revised plan covers the administrative areas of Lancashire County Council, Blackpool Council, and Blackburn with Darwen Borough Council.

The draft revised plan sets out strategic and development control planning policies for minerals and waste developments within these administrative areas.

Documents can be viewed at libraries and main council offices during normal office hours, and online at:
https://lancashire-consult.objective.co.uk/kpse/event/0163913C-F5E4-418A-8B0A-A774064B720C

Representations may be made in writing using the consultation portal, by email to; lmwf@lancashire.gov.uk , or by mail to; Planning Policy Team, Lancashire County Council, County Hall, PO Box 100, Preston, PR1 0LD

A model representation form, and guidance document, is provided.

The consultation started on the 21st September but due to an error this notification to Parish/Town councils was not sent out. We have extended the 6 weeks consultation period to account for this error, so please ensure that representations are received at these addresses by no later than the end of 9th November 2026.

Please state in your representation if you wish to be notified of:

- The submission of the local plan for independent examination,
- The publication of the recommendations of the independent examiner,
- The adoption of the local plan.

Introduction to the Joint Lancashire Minerals and Waste Plan Publication Consultation

The minerals and waste planning authorities of Lancashire County Council, Blackpool Council and Blackburn with Darwen Borough Council (the Joint Authorities) are carrying out a review of the Joint Lancashire Minerals and Waste Local Plan.

The existing adopted Local Plan consists of:
an adopted Core Strategy (2009), containing strategic policies and identifying need; and
an adopted Site Allocation and Development Management Policies Local Plan (2013) which seeks to implement Core Strategy policy through land allocations and development management policies.

The adopted Local Plan has a plan period of 15 years, to 2021. The intention of the review is to roll this 15 year plan period forwards, ensuring the plan remains relevant to 2042, and to ensure the Local Plan is up to date.

The first stage in the review was a scoping consultation, carried out in the winter of 2014, under regulation 18 of the Town and Country Planning (Local Planning) Regulations 2012. The second stage was a preferred options consultation, carried out in the winter of 2018, under regulation 19 of the Town and Country Planning (Local Planning) Regulations 2012.

This document represents the third stage in the review, the publication of a draft revised Local Plan for consultation prior to submission to the Secretary of State for examination, under Regulation 19 of the Town and Country Planning (Local Planning) Regulations 2012.

This revised Local Plan has been informed by a consideration of representations received during the previous consultations, and the wider evidence base. A description of the main changes can be found below. Alternatives and options considered as part of the review, together with their appraisal, are described in the accompanying Interim Sustainability Appraisal report.

Description of Main Changes Proposed Through the Review
The most apparent change is the combination of the Core Strategy and the Site Allocation and Development Management Policies Local Plan into one Local Plan document. As part of this a number of policies have been combined to reduce duplication, and a considerable amount of supporting text has been removed.

In addition to this, as part of the review and rolling forward of the plan to 2042, some changes to these policies, and some new policies, are proposed.

The vision and objectives have been refreshed. A new emphasis is placed on key strategic priorities, rather than a spatial vision, by the Planning and Compulsory Purchase Act and the NPPF. Two key spatial priorities have been drawn out from the vision, objectives and policies of the adopted

Local Plan: Protecting and enhancing our natural and built environment and quality of life; and Supporting growth and innovation. These key priorities are used to order the policies of the draft revised Local Plan.

The deadline for any comments by Parish Councils is 9 November 2026.

Publication Consultation
Version (Regulation 19)

Item 14

Newburgh Parish Council
Clerks Report
October 2026

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 poor condition of road surface under the cobbled canal underpass on Culvert Lane and Deans Lane and the overgrown vegetation on the junction of Woodrow Drive and Course Lane.

2. Planning Updates

There are no planning applications to be considered at this meeting. However, an appeal has been submitted to the Planning Inspectorate in respect of planning application relating to Wynfield Plants on Back Lane. Councillors will be asked to consider whether to submit a further comment. An update on the current status of Newburgh planning applications will also be provided, including 2026/0280/FUL – 96 homes development on near Tabby's Nook by Wain Homes and planning application 2026/0716/FUL relating to Forest View Nurseries.

Round O Quarry – a verbal update will be provided regarding the latest position on the restoration of Round O Quarry following further discussion with officers at Lancashire County Council.

3. Finance

All Parish Council bank accounts have been reconciled to the end of September 2026 and the bank balance at that time was £24,705.

4. Meetings Feedback

The Clerk attended the local branch meeting of the Society of Council Clerks at the beginning of September. A presentation was provided by the SLCC President (Lance Allan) regarding the new digital AGAR, which will be available for competition for this year's financial accounts – 2026-27. Councils will be encouraged to submit the AGAR in this format by having their external audit fee refunded. The cost to the Parish Council this year for external audit fees was £252 including VAT.

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5. Training

An updated list of training courses provided by the Lancashire Association of Local Councils has been circulated to Councillors.

6. LCC Footpath Delegation Scheme/Biodiversity Scheme

It would appear that there will be no Footpath Delegation (PROW) or Biodiversity Grants for Parish and Town Councils for 2026/27.

Confirmation has now been received from the Planning Inspectorate approving the designation of the long-standing route joining footpaths 39 and 40 as a recognised right of way.

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7. Best Kept Village Competition 2026

Confirmation has been received that the Lancashire Best Kept Village Competition will not go ahead in 2026 due to changes in personnel. It is hoped that the competition will go ahead in future years.

8. Flooding Update

There have been no flooding incidents in recent months**.**

Emails Circulated to Councillors

1/10 Email from Lancashire County Council regarding the Joint Lancashire Minerals and Waste Plan
13/10 Update regarding works on Deans Lane in October 2026
14/10 Email regarding emergency road works on Smithy Brow on 14 October.
14/10 Lancashire Fire and Rescue Service Autumn 2026 Update
19/10 West Lancashire Borough Council Media Release confirming opposition to the New Planning Scheme legislation due to take effect from 31 October 2026
19/10 Invitation to join a video call with representatives from our sister city, Newburgh Indiana USA

Post Received

Clerks & Councils Direct October 2026

Sandra Jones - Clerk to the Parish Council
22 October 2026