

## Burscough Town Council Meeting

### To be held on Wednesday 15<sup>th</sup> October 2025 at The Interchange Building, Station Approach, Burscough starting at 7pm

IF ANY MEMBER OF THE PUBLIC WISHES TO COMMENT ON ITEMS ON THE AGENDA OR BRING TO OUR ATTENTION ANY CONCERNS, PLEASE EMAIL THESE TO THE CLERK.

### Agenda

*You are summoned to attend an Ordinary Meeting of the Town Council to be held on Wednesday 15<sup>th</sup> October 2025*

1. Welcome.  
(Inform attendees of the fire evacuation procedure)
2. To receive apologies for absence.
3. Disclosure of Pecuniary and Non-Pecuniary Interests: - members *are reminded of their responsibility to declare any pecuniary or non-pecuniary interest in respect of matters contained in this Agenda or brought up at any point in this meeting.*
4. To receive any issues by members of the public present.  
*Members of the public can attend the meeting or email the Clerk to bring to attention any concerns. (Max 5 mins each resident)*
  - a) To receive an update regarding vacant shops in Burscough Village as requested from a resident.
5. To receive comments from County and Borough Councillors. *(Max 5 mins per Councillor)*
6. To receive any updates from the Police.
  - a) To note the two Police surgeries were held as organised in Burscough in October with dates agreed for November 2025.
  - b) To note the October edition of 'Our News'
  - c) To note the September edition of the Crime Commissioners Newsletter.
7. To approve the minutes of the previous Town Council meeting dated 17<sup>th</sup> September 2025.
8. Finance
  - a) To consider and make a resolution regarding savings made regarding the CIL Grant award approved for The Old People's Club to refurbish toilets.
  - b) To approve the schedule of payments at the Town Council meeting of the 15<sup>th</sup> October 2025 and to agree authorisers.

Folio Ref	Inv Date	Payee	Reference	Description	Online/SO/DD	Amount
143	01/10/2025	HMRC	428PH001266 51	Tax & NI period ending 30/09/2025	On Line	1190.89
144	01/10/2025	Employee 07	01/10/2025	Salary re September'25 paid 01/10/2025	SO Pd 01/10/25	2237.08
145	01/10/2025	Employee 08	01/10/2025	Salary re September'25 paid 01/10/2025	SO Pd 01/10/25	949.15
146	01/10/2025	Employee 09	01/10/2025	Salary re September'25 paid 01/10/2025	SO Pd 01/10/25	287.31
147	01/10/2025	Employee 12	01/10/2025	Salary re September'25 paid 01/10/2025	SO Pd 01/10/25	703.14

148	01/10/2025	People's Pension	01/10/2025	Pension re September'25	DD Pd 29/09/25	882.81
149	01/10/2025	Waste Managed	WM-0001931726	Refuse fortnightly collection Oct'25	DD Pd 29/09/25	61.02
150	25/09/2025	CCNW	CC8804	Excavator, driver and operative – Gifted land	On Line	1800.00
151	22/09/2025	Grenke	0000423220/2025	Photocopier lease, quarterly fee for period 01/10 – 31/12	On Line	159.84
152	12/09/2025	Scribe	INV-12487	Additional guidance for accounts system	On Line	118.80
153	10/10/2025	Wave (Anglian Water)	Monthly DD	Monthly payment of water bill (Oct'25)	DD Pd 10/10/25	46.80
154	22/09/2025	Yates Playgrounds	INV-2402	Inspection of playground	On Line	30.00
155	23/09/2025	Unity Multipay Card	Multipay Card Aug/Sept	Balance of Multipay Card Aug/Sept'25	DD Pd 29/09/25	116.49
156	01/10/2025	Yates Playgrounds	INV-2405	SPID Removal and Relocation	On Line	810.00
157	25/09/2025	North West Timber Treatments Ltd	IN0665040	Chestnut Pailing, Stakes & staples re gifted land	On Line	1824.54
158	30/09/2025	Unity Bank	Service Charge	Monthly service charge September 2025	DD Pd 31/10/25	10.35
159	17/07/2025	Total Energies Gas	Inv 384370497/25	Gas from Dec'22 to present day after settlement of dispute	On Line Pd 07/10/25	3574.54
160	30/09/2025	Alpha Business Products	Inv 8954	Photocopier usage 31/08/25-30/09/25 & Scan contract 28/09/25-27/10/25	On Line	103.82
161	03/10/2025	Employee 9	Mileage expenses	Mileage claim re Jul-Sept'25	On Line	13.50
162	03/10/2025	Defib Machines	Inv 74375	Annual lease of Defib Cabinets re Manor Rd & Richmond Ave	On Line	876.00
163	03/10/2025	Defib Machines	Inv 74374	Annual lease of Defib machines re Manor Rd & Richmond Ave	On Line	876.00
<b>TOTAL</b>						<b>£16,672.08</b>

c) To note the August / September payments on the multi pay card.

<b>Date</b>	<b>Description of Expenditure</b>	<b>Expenditure Amount</b>	<b>Amount Repaid to Card</b>	<b>Amount available on Card</b>	<b>Person who used Card</b>
11/08/25	Snapfish photo of Ex-Mayor	4.24		495.76	Jackie Maguire
11/08/25	Get well gift for Cllr Bailey	35.87		459.89	Jackie Maguire
18/08/25	Refreshments – Tea bags and Sweeteners	8.60		451.29	Jackie Maguire
27/08/25	Fire warden Training for Laura Pilkington	18.00		433.29	Jackie Maguire
28/08/25	Flag for memorial garden	29.99		403.30	Cllr D Moss

9.	31/08/25	DD Zoom monthly payment	16.79		386.51	DD Unity Bank
	09/09/25	Mulitpay card monthly fee	3.00		383.51	DD Unity Bank
	29/09/25	Repaid to Lloyds		116.49	500.00	DD Unity Bank
10	<u>Capital Works Project Working Group</u>					
	a) To note the minutes of the Capital Works Project working group dated 30 <sup>th</sup> September 2025.					
	b) Resolve to agree to work with LCC and agree the quotation to replace six lighting columns from Community Infrastructure Levy funds to be in position within the first quarter of 2026 (Jan-April).					
11	<u>Street Scene Working Group</u>					
	a) To note the minutes of the Street Scene Working Group dated 7 <sup>th</sup> October 2025.					
	b) Resolve to gift the bleed kit to Burscough Football Club, Cllr Horsley to check acceptance of this gift.					
12	<u>Traffic and Transport Working Group</u>					
	a) To note the minutes of the Traffic and Transport Working Group dated 6 <sup>th</sup> October 2025.					
	b) Resolve and discuss in principle the recommendation from Traffic and Transport to continue to investigate the installation of Real Time Information bus stops within Burscough considering the guide costs.					
13	<u>Climate Change Working Group</u>					
	a) To note the minutes of the Climate Change Working Group dated 6 <sup>th</sup> October 2025.					
	b) To note the Clerk had used her delegated power to purchase digging equipment and gloves due to the limited timescale agreed for tree planting.					
14	<u>Burscough Remembrance Memorials</u>					
	a) To note the arrangements that have already been made in preparation for remembrance services at the Cenotaph on 9 <sup>th</sup> November and Ringtail on 11 <sup>th</sup> November 2025.					
	b) To request help as required for some of the key roles, where arrangements remain outstanding.					
	c) Request Councillors attend either or both ceremonies where possible.					
15	<u>Gas and Electricity Quotes</u>					
	a) To update the Town Council on decisions made by Mayor and Deputy Mayor regarding the agreed energy supplier.					
16	<u>Website</u>					
	a) Discuss details of the current website and resolve either to keep the same supplier or consider other options.					
	b) Consider and make a resolution to change the website domain and provider as per quotations.					
	c) Consider and make a resolution to agree the supplier to copy over the website, make changes at the Town Council require and mentor the Administration and Financial Assistant to take responsibility of the website in the future.					

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Miscellaneous Item

- a) To consider if the Town Council would like to be involved in 'First Kick Foundation' lead by St John's Church and resolve a named person to act as Town Council's representative.
- b) Resolve to agree Cllr Eddie Pope join the following working groups: - Finance, Personnel, Neighbourhood Plan, Capital Works Projects (all Councillors) and Traffic and Transport.

Date of next Town Council Meeting will be held on Wednesday 19<sup>th</sup> November 2025 starting at 7pm at the Interchange Building.

Jackie Maguire  
Clerk to Burscough Town Council  
9<sup>th</sup> October 2025