

Burscough Town Council Meeting
held on Wednesday 15th October 2025 at Burscough Town Council
Office, Interchange Building, Station Approach, Burscough starting
at 7pm

Present

Cllr D Moss Mayor
 Cllr B Kennedy Deputy
 Mayor
 Cllr Crawford
 Cllr J Horsley
 Cllr Pollington
 Cllr M Price
 Cllr S Bradley
 Cllr S Purple
 Sheila Gill Deputy Clerk/RFO

Minutes

74.	<p>Welcome The Mayor opened the October meeting with a warm welcome. Sending apologies from the Clerk as she was unwell and unable to attend the meeting. All attendees were informed of the fire evacuation procedure.</p>
75.	<p>Apologies Cllr's Bailey, Dereli, Wilson and Pope were accepted.</p>
76.	<p>Disclosure of Pecuniary Interest and Non-Pecuniary Interest None.</p>
77.	<p>To receive any issues by members of the public present. <i>Members of the public can attend the meeting or email the Clerk to bring to attention any concerns. (Max 5 mins each resident)</i> Cllr Price raised an issue which had been brought to his attention regarding trees which have been cut down on Gorse Lane along the hedgerow. It was noted that the field is on a floodplain the trees would have removed water from the area. This could cause a lot of problems with surface water in the future if there is a heavy rainfall. Cllr Price wanted this noted for future reference. Information update:- the administration assistant had contacted estate agents regarding the vacant shops, in Burscough and was informed that once sold/let the frontage would be made more presentable. It was down to the vendor to ensure the façade looked appealing to prospective buyers/renters. The resident who raised this issue with the Council has been informed of their responses.</p>
78.	<p>To receive comments from County and Borough Councillors. (Max 5 mins per Councillor) No Councillors present</p>
79	<p>To receive any updates from the Police.</p>

No Police Present

- a) It was confirmed that the Police Surgeries hosted by Burscough Town Council were held on Friday 26th September 2025 10:30am – 12pm and Monday 6th October 2025 7:30pm -9pm. All were well attended by residents. Numbers of attendance will be reported to the next Council Meeting. **Action – Clerk to enquire how many residents attended.** The next dates agreed for November surgeries will be advertised shortly.
- b) The ‘Our News’ October edition was noted.
- c) The Crime Commissioners September Newsletter was noted.

80 **To approve the minutes of the previous Town Council meeting dated 17th September 2025.**

Councillors received a copy of the minutes prior to the meeting. **It was resolved that the minutes of the full Town Council meeting dated 17th September 2025 were approved.** These were proposed by Cllr Purple and seconded by Cllr Price with a unanimous vote, duly signed by the Mayor at the meeting.

81 **Finance**

- a) **It was resolved to accept the expenditure on The Old Peoples Club for exterior security camera’s, funded by VAT savings from their CiL Grant funds awarded for toilet refurbishments.** Proposed by Cllr Horsley and seconded by Cllr Kennedy with a unanimous vote.
- b) **It was resolved to approve the schedule of payments at the Town Council meeting of the 15th October 2025 proposed by Cllr Kennedy and seconded by Cllr Horsley with a unanimous vote. The authorisers were agreed as Cllr’s Moss and Crawford.**

Folio Ref	Inv Date	Payee	Reference	Description	Online/SO/D D	Amount
143	01/10/2025	HMRC	428PH00126651	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
				Additional guidance		

152	12/09/2025	Scribe Wave (Anglian Water)	INV-12487	for accounts system	On Line	118.80
153	10/10/2025	Yates Playgrounds	Monthly DD	Monthly payment of water bill (Oct'25)	DD Pd 10/10/25	46.80
154	22/09/2025	Unity Multipay Card	INV-2402	Inspection of playground	On Line	30.00
155	23/09/2025	Yates Playgrounds	Multipay Card Aug/Sept	Balance of Multipay Card Aug/Sept'25	DD Pd 29/09/25	116.49
156	01/10/2025	North West Timber Treatment s Ltd	INV-2405	SPID Removal and Relocation Chestnut Pailing, Stakes & staples re gifted land	On Line	810.00
157	25/09/2025		IN0665040		On Line	
158	30/09/2025	Unity Bank Total Energies Gas	Service Charge	Monthly service charge September 2025	DD Pd 31/10/25	10.35
159	17/07/2025		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
TOTAL						£16,672.08

c) The August / September 2025 payments on the multi pay card were noted.

MULTIPAY CARD USAGE RE Aug/Sept 2025

Date	Description of Expenditure	Expenditure Amount	Amount Repaid to Card	Amount available on Card	Person who used Card
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
31/08/25	DD Zoom monthly payment	16.79		386.51	DD Unity Bank

82	09/09/25 29/09/25	Mulitpay card monthly fee Repaid to Lloyds	3.00 116.49	383.51 500.00	DD Unity Bank DD Unity Bank
83	<p>Capital Works Project Working Group</p> <p>a) The minutes of the Capital Works Project working group dated 30th September 2025 were noted.</p> <p>b) Cllr Moss informed the meeting that since the quote had been received he had since found out there would be extra costs for installation from LCC. This would take the quote from £10,610.04 to £26,260.00. Action – The Mayor and Deputy Mayor would open up negotiations with LCC by meeting with Mr Barrie Stoddard to try and get a reduction in the installation costs. It was resolved to give the Mayor and Deputy Mayor delegated powers to agree and proceed with the purchase on reaching a satisfactory agreement. This was proposed by Cllr Crawford and seconded by Cllr Bradley with a unanimous vote.</p>				
84	<p>Street Scene Working Group</p> <p>a) The minutes of the Street Scene Working Group dated 7th October 2025 were noted.</p> <p>b) It was resolved to gift the bleed kit to Burscough Football Club. Proposed by Cllr Kennedy and seconded by Cllr Bradley with a unanimous vote. Action: - Cllr Horsley to deliver the bleed kit to Burscough Football Club.</p>				
85	<p>Traffic and Transport Working Group</p> <p>a) The minutes of the Traffic and Transport Working Group dated 6th October 2025 were noted. It was agreed that item 2, apologies, were not required from Cllr Pope because he hadn't been formally accepted into the group.</p> <p>b) The real time bus shelter scheme was discussed and it was agreed in principle to continue to investigate the costings of installation of the bus stops on the 4 sites (8 bus shelters) within Burscough. Action: - Cllr Pollington to continue with sourcing costings for the scheme and bring findings to a future council meeting</p>				
86	<p>Climate Change Working Group</p> <p>a) The minutes of the Climate Change Working Group dated 6th October 2025 were noted.</p> <p>b) It was noted that the Clerk had used her delegated power to purchase digging equipment and gloves due to the limited timescale agreed for tree planting. The figures regarding the cost of the items was recorded incorrectly, the total nett expenditure was £314.79 plus VAT £62.96, giving a total expenditure on the multi pay card of £377.72 The Cllrs wished to express their gratitude and thanks to Cllr's Purple & Wilson for all the work put into arranging for volunteers/ members of the Public for assistance with the planting of the trees on the gifted land. Also, Mr Ian Wright LCC for all his input and guidance with the Project.</p>				
<p>Burscough Remembrance Memorials</p> <p>a) Cllr Horsley gave an update as to the progress of the Remembrance Services at the Cenotaph and Ringtail.</p>					

- b) Help was requested for a responsible adult to assist with the raising & lowering of the flag by a young scout/cadet. **Cllr Kennedy agreed to help.** Help was also requested for the escort for Senior Officer to the saluting dais. **Cllr Horsley to request if Cllr Pope would be available for this role.** It was agreed that the scouts would hand out the order of service sheets at the Cenotaph and the Clerk & Deputy Clerk will hand out service sheets at the Ringtail service.
- c) The Mayor stated that all councillors are requested to attend either or both services if they are available.

It was agreed that the offer of cleaning the war memorial by LCC should be accepted.

Action: - Cllr Horsley to liaise with LCC to ensure which monument is being cleaned because WLBC own the Cenotaph and the Ringtail is partly owned by BTC

It was agreed that a donation of up to £100 under the clerks delegated powers should be offered to The Stanley Club for the free use of their car Park for the Remembrance Service.

Action:- Cllr Horsley to liaise with The Stanley Club to ensure free parking.

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Gas and Electricity Quotes

- a) The Deputy Clerk/RFO informed the Town Council that along with the Mayor and Deputy Mayor the decision to transfer energy providers to **Utilita for electricity and Positive Energy for gas.** The contract for each is for 3yrs as this gave the optimal savings.

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Website

- a) Cllr Price gave an update regarding the website, and it was agreed that the current supplier was no longer viable, Cllr Price had compared other providers which provide a large saving on the annual price and found IONOS to be the best for the Council Website.
- b) **It was resolved to bring the website in house, use a host domain with the Deputy Clerk and Administration assistant being responsible to update the information following all necessary training. This was proposed by Cllr Moss and seconded by Cllr Pollington with a unanimous decision**
- c) **Resolved to make a resolution to use IONOS as the Host Domain for the website, and to give Cllr Price delegated powers to access and set up the website, mentor Deputy Clerk & Administration Assistant how to use and update the website. Proposed by Cllr Horsley and seconded by Cllr Bradley with a unanimous vote.**

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Miscellaneous Item

- a) The 'First Kick Foundation' lead by St John's Church was discussed there were no volunteers at the meeting to act as the Town Council's representative. **Action: - Deputy Clerk to send e-mail to all Councillors to check members availability.**
- b) It was resolved to make a resolution to agree for Cllr Eddie Pope to join the following working groups: - Finance, Personnel, Neighbourhood Plan, Capital Works Projects (all Councillors) and Traffic and Transport. **This was proposed by Cllr Kennedy and seconded by Cllr Price with a unanimous vote.**

Meeting Closed 8.51pm

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