

Annual Meeting of Burscough Town Council
On Wednesday 20th May 2026
held at The Interchange Building, Station Approach starting at 6:30pm

Present

Cllr B Kennedy
Cllr D Moss
Cllr B Bailey
Cllr J Crawford
Cllr N Pollington
Cllr S Purple
Cllr J Horsley
Cllr E Pope
Cllr P Gumus
Mrs J Maguire Clerk
Mrs S Gill Deputy Clerk
Mrs L Pilkington Deputy Clerk

Minutes

1.	<u>Election of Mayor and signing of Declaration of Office.</u> Cllr Moss accepted a nomination for the position of Mayor. Cllr Moss was nominated and seconded by Cllr's Horsley and Crawford and duly elected unopposed to the position of Mayor of the Town Council with a unanimous vote. He signed his declaration of office at this point in the meeting.
2.	<u>Election of Deputy Town Mayor and signing of Declaration of Office.</u> Cllr Kennedy accepted a nomination for the position of Deputy Town Mayor and seconded by Cllr's Crawford and Pope and duly elected unopposed to the position of Deputy Town Mayor of the Town Council with a unanimous vote. He signed his declaration of office at this point in the meeting.
3.	<u>Apologies</u> Were noted as received from Cllr's Fairclough, Wilson and Price and were accepted by the Town Council, with a unanimous vote. Cllr Jones sent apologies with 5 against acceptance, 4 abstentions, therefore this apology was not accepted. At this point in the meeting the Mayor read the following statement: - <i>Although our newly elected Town Councillor, Alison Jones, is unable to attend this evening's meeting, I am sure you will all join me in extending a warm welcome to her as she takes up her seat representing Richmond Park Ward on Burscough Town Council.</i> <i>I would also like to acknowledge, although he too is unable to be with us this evening, the re-election of Cllr Price to represent the New Lane ward. I am sure we are all pleased by Cllr Price's successful return, particularly as he has, and will now continue to be, a highly valued member of the Town Council.</i> <i>Cllr Price could have chosen the easier option of seeking election to a vacant seat, but he was determined to continue serving the residents of New Lane. The strong mandate he received at the ballot box is a clear reflection of the high regard in which he is held and of the residents' appreciation for the dedication, commitment, and hard work he has consistently demonstrated on their behalf.</i> <i>I would also like to remind all Town Councillors that we are a non-political Council, any political views will not be tolerated within the Town Council meetings.</i>
4.	<u>Disclosure of Pecuniary Interest and Non-Pecuniary Interests for this meeting.</u>

None.

5. Appointments to Committees and Working Groups

It was resolved that the following members be elected to serve on the under-mentioned Committee and Working Groups: -

WORKING GROUPS/COMMITTEE	Councillors
Planning & Footpaths Committee	Brian Bailey John Horsley Mike Price Derick Moss Brian Kennedy John Crawford Eddie Pope Gareth Fairclough Alison Jones
Finance Working Group	Brian Kennedy Derick Moss John Crawford Eddie Pope
Personnel Working Group	Brian Bailey Neil Pollington Derick Moss John Crawford Eddie Pope Bob Wilson
Newsletter & Publicity Working Group	Mike Price Swin Purple Derick Moss Pinar Gumus
Street Scene Working Group	Derick Moss John Horsley Brian Kennedy Brian Bailey Bob Wilson
Neighbourhood Plan Working Group	Brian Bailey Swin Purple Derick Moss Brian Kennedy John Crawford Neil Pollington Eddie Pope Pinar Gumus
Capital Projects Working Group	All Councillors

	Traffic + Transport Working Group	Neil Pollington Mike Price Brian Bailey Bob Wilson Eddie Pope Gareth Fairclough		
	Interchange Working Group	Swin Purple Derick Moss Brian Kennedy		
	Civic Events	Brian Bailey John Horsley Derick Moss Eddie Pope Pinar Gumus Alison Jones		
	Climate Working Group	Swin Purple Bob Wilson Pinar Gumus		
	a) Mayor of the Town Council can attend all working groups. It was further noted that meeting times and dates for those Committees and Working Groups along with the election of the Chair will be determined by each group.			
6.	<u>Review/agree signatories to the bank accounts.</u> It was noted that currently there are five signatories acting as authorisers on the bank accounts Cllr's Crawford, Moss, Kennedy, Price and the Clerk, it was agreed to remain the same with no further additions.			
7.	<u>Review/agree key holders for the Interchange Building.</u> It was noted that currently there are six key holders for the interchange building, (Tony Hyett, Clerk, both Deputy Clerks, Cllr Purple and Cllr Horsley it was agreed for a further member Cllr Pollington agreed, proposed by Cllr Moss and seconded by Cllr Kennedy with a unanimous vote.			
8.	<u>Review member training and development records.</u> Members should ensure that their individual training records should be kept up to date.			
9.	Appointments and representatives to the following Committees: -			
	Committee	Councillor Representative		
	Lancashire Association of Local Councils (LALC) / Area Committee	Brian Bailey / Derick Moss.		
	Burscough Flood Action	Brian Bailey / Mike Price / Brian Kennedy		
	OPSTA	Brian Bailey / Neil Pollington		
	Peter Lathom Trust	Brian Bailey / Brian Kennedy/ Eddie Pope		
	Dial A Ride	Brian Bailey / Swin Purple		
10	<u>Clerk Designated Powers</u>			

	It was resolved that for the year of 2026/27 the points a – m listed below were reviewed and agreed to allow the Clerk the delegated powers and agreed all arrangements; these were proposed by Cllr Kennedy and seconded by Cllr Horsley with a unanimous vote, with an alteration to point e to change to £200. a) The Clerks power and in her absence the Deputy Clerk to organise printing and distribution of the Town Councils Newsletter within budget lines. b) The Clerks power and in her absence the Deputy Clerk to arrange training for Councillors provided by Lancashire Association of Local Councils within budget lines. c) The Clerks power with one other signatory arrange transfer of funds between bank accounts. d) The Clerks power and in her absence the Deputy Clerk to renew annual charges Information Commissioners Office Registration, Computer Anti-Virus software, confidential waste shredder, photocopier, building insurance, annual website maintenance and hosting and office equipment. e) The Clerks power and in her absence the Deputy Clerk to purchase miscellaneous supplies for general maintenance up to £200 per calendar month. f) The Clerks power and in her absence the Deputy Clerk power to deploy SPIDs in line with budget. g) The Clerks power and in her absence the Deputy Clerk to arrange Health and Safety checks of play equipment and repairs as needed. h) The Clerks power to purchase goods, services, and miscellaneous supplies up to the value of £1,000 per calendar month in an emergency situation within budget lines in consultation with the Mayor or Deputy Town Mayor or another Councillor. i) The Clerks power and in her absence the Deputy Clerk delegated powers to pay all utilities invoices within timescale and get onto direct debits / standing orders as soon as possible. j) The Clerks power and in her absence the Deputy Clerk the powers to organise Ringtail Service and Remembrance Parade in consultation with the Chair of Civic Events. k) The Clerks power and in her absence the Deputy Clerk the powers to renew all building service contracts for the management of the Interchange building. l) The Clerks power and in her absence the Deputy Clerk the powers to provide refunds for room hire when necessary. m) The Clerks power and in her absence the Deputy Clerk the powers to make payments up to the value of £500 per calendar month on a multi pay card.	
11	<u>Standing Orders</u> It was resolved that for the year of 2026/27 the points n - q listed below were reviewed and agreed to allow the Clerk the delegated powers and agree all arrangements; these were proposed by Cllr Pollington and seconded by Cllr Crawford with a unanimous vote. n) Review the standing orders for salaries of employee 7, 8, 9 and 12.	

