

SHEVINGTON



PARISH COUNCIL

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TO ALL ELECTORS OF SHEVINGTON PARISH

ORDINARY MEETING OF THE PARISH COUNCIL

**WEDNESDAY 28 JUNE 2023
THE COMMUNITY CENTRE AT VICARAGE LANE FIELDS ~ 7PM**

Attendees may observe Covid-19 guidelines, if they wish

AGENDA

- 36. Apologies for Absence** – to receive apologies from Councillors.
- 37. Declarations of Acceptance of Office** – *for information*
All outstanding Declarations of Acceptance of Office have been made before the Clerk.
- 38. Declaration of Interests** - to receive any declarations of interest (prejudicial or otherwise) with regard to items on the Agenda. Unless already entered in the Council's Register of Members' interests, members are required to disclose any personal interest, (which includes any disclosable pecuniary interest), they may have in any of the items included on the agenda for the meeting in accordance with the Code of Conduct adopted by the Council on 28 June 2012 and amended on 25 October 2012. Members are reminded that if they have any personal interests of a prejudicial nature or a disclosable pecuniary interest they must not participate in any discussion or vote on the matter and must leave the room. Any member needing clarification must contact the Clerk.
- 39. Miles Lane Extra-Care Facility – Update** – *for information*
Please welcome Mr Peter Collins, the Project Manager for the re-development of the site of the former Shevington Community Primary School, who will provide an update on progress with the development of the Extra-Care facility.
This item has been deferred from the Policy & General Purposes Committee meeting on 1 June 2023.
- 40. Christmas Lighting** – *for discussion and agreement*
Please welcome Mr Chris Pennington from Wigan Council's Street Lighting Department, who will be joining the meeting to discuss options for the way forward with regard to Christmas decorations for the lamp standards in the centre of Shevington now that the two-year lease agreement for the motifs used in 2022 has terminated.

Members are invited to agree the best way forward.

41. Friends of Shevington Memorial Park - for discussion and agreement

(a) Revised Agreement Between the FSMP and the Parish Council (enclosed)

Members of the FSMP have reviewed the agreement and the revised proposal is enclosed. However, elements of the agreement remain which, for legal reasons, need to be amended or removed. These are things that are better discussed and agreed informally before being presented to the Parish Council. It is recommended that a small working party consisting of members of the FSMP and the Parish Council be set up to do this.

Members are invited to consider the recommendation and agree the best way forward.

(b) Official Opening of the New Play Equipment in Memorial Park

It has been suggested by one or two parish councillors that it might be a nice idea to officially open the new play equipment. The FSMP have asked whether it might be possible to make a little event out of this to help raise further funds. The event would include activities such as face-painting, a bake sale, games for the children, etc. The suggestion is that this could take place in August/September.

Members are invited to consider the suggestion and agree the best way forward.

42. Friends of Stockley Drive Park – for discussion

One or two residents are hoping to join the meeting to discuss Shevington Vale / Appley Bridge.

They have recently set up the 'Friends of Stockley Drive Park' and have had meetings with Wigan Council representatives from 'The Deal', 'Green Spaces' and 'Street Scene' and Dist Cllr Vicky Galligan. They understand that the Parish Council are not responsible for the upkeep of the park, but they are hoping that the Parish Council will be able to help with some funding towards play equipment, flowers, seating, signage etc. We have recently met with the Treasurer of Shevington & District CA regarding the provision of a bench for the park and are looking forward to receiving an update on this.

The group would like to talk about the lack of Christmas lights in the village, especially near the park. Also, the WWI memorial plaque on the green space next to Spar, in their view, looks a little underwhelming and they think it would be lovely if, considering its significance, it was made more visible.

43. Matters Introduced by Members of the Public - an opportunity for members of the public to ask questions or make observations.

44. District Councillors' Reports – for information only

To receive reports from District Councillors.

45. Minutes of the Annual Meeting of the Council (17 May 2023)

- to consider, agree and approve the signature of the previously circulated Minutes by the Chairman as a correct record of the meeting. (enclosed)

46. Chairman's Report - for information only.

47. Reports from Councillors - for information only

To receive short reports from councillors about matters that are the legitimate business of the Council (Councillors are asked to advise the Clerk in advance of any reports – including the subject matter - they wish to make)

48. Reports from Representatives – for information only

- **Shevington & District Community Association**
- **Crooke Village Residents' Association**
- **Shevington Youth Club**
- **Shevington Recreation Ground Trustees**
- **'in Bloom' Groups**
- **Patient Participation Group**

- Vicarage Lane Fields Developments
 - Vicarage Lane Allotments
 - Forest Fold Allotments Tenants Association
 - Shevington Fete
 - Friends of Shevington Memorial Park
- 49. Draft Minutes of the Policy & General Purposes and Finance Committees (7 June 2023) – for information** (enclosed)
- 50. Vicarage Lane Fields Allotments (Drainage) – for discussion and agreement** (enclosed)
Enclosed is a report to members about the current position.
Members are invited to discuss and agree the best way forward.
- 51. Annual Parish Walk – update for information only**
Cllr John Whiteley has reported that Mr Alan Mohring is willing to lead the Annual Parish Walk once again on 28 August.
- 52. July Newsletter – for approval** (enclosed)
The text for most articles for the July edition of the newsletter is enclosed.
Members are invited to review and approve it for publication.
- 53. Forest Fold Allotment Site Security – for discussion and agreement** (enclosed)
Enclosed is a letter from the Chairman of Forest Fold Tenants Association in which he would like to bring to the Council's attention the need for improvements to the security of the allotments site and the reasons behind this. He also outlines how the FFTA are willing to improve security at no cost to the Council. If members are minded to accept the offer, the tenants involved in carrying out the work will need to be covered as volunteers by the Parish Council's insurance policy and a risk assessment will need to be completed.
Members are invited to consider the offer and agree the following:
- (a) That members of the FFTA Committee may be permitted to install additional security measures, as detailed in the enclosed letters.
 - (b) That members of the FFTA carrying out the work will be covered by the Parish Council's insurance policy as volunteers. (This does not have any financial implications.)
 - (c) That (in principle) an additional sign may be introduced at the entrance, as requested by the FFTA Committee.
- 54. Arrangements for Annual Inspection of Property – for agreement**
The Policy & General Purposes Committee's Annual Inspection of Parish Council Property is due to take place over three dates during the week beginning 7 August 2023:
Monday, 7 August: Memorial Park, Shevington Recreation Ground & Gathurst Lane car park and Vicarage Lane Fields – meet at Gathurst Lane car park at 6pm.
Two members have indicated that they are available.
Wednesday, 9 August: Crooke Village and Otters Croft & Crooke woods – meet at Crooke Green at 2pm.
Date to be confirmed with the CVRA – one member has indicated that they are available.
Thursday, 10 August: Forest Fold site, Stockley & Whiteacre parks – meet at Forest Fold at 6pm.
Two members have confirmed that they are available.
A minimum of three Committee members are needed to take part in each inspection.
Members are invited to agree the arrangements and indicate on which dates they will be available.
- 55. Clerk's Report - for information only** (enclosed)
- 56. Financial Aid Applications - to receive for consideration / approval**
- 57. Outstanding Elements from the Budget Monitoring Report to the Finance Committee Meeting (7 June 2023) – for discussion and approval** (enclosed)

Enclosed is the Budget Monitoring Report circulated to the Finance Committee for its meeting on 7 June. Three elements put forward for consideration by the Finance Committee have been highlighted:

Elements (b) under 'Projects' and (c) under 'Reserves' contain virements proposed for approval. Element (d) under 'Reserves' contains a suggestion for a virement put forward at a meeting prior to the elections, but deferred until the new Council were in session.

Members are invited to approve the virements referenced under 'Projects' (b) and 'Reserves' (c) and agree the best way forward with regard to the virement suggested under 'Reserves' (d).

58. Community Ownership Fund – for information (to follow)

Cllr Mike Grimes and the Clerk were delegated to look into the Community Ownership Fund. In line with this they joined a Zoom meeting (hosted jointly by the SLCC and NALC) of more than 300 councillors and clerks last week to access more information and advice on the subject. The presenters included a representative of the Department of Communities and Local Government and Levelling Up. The advice received in answer to a question posed by Cllr Grimes was that an application with Memorial Park as the focus would be eligible for consideration for a grant. In the light of this, an expression of interest is being prepared and will be submitted at the earliest opportunity.

An update on the situation will be provided at the meeting.

59. Discretions Policy – for adoption (enclosed)

The enclosed Discretions Policy was discussed by the Finance Committee on 7 June 2023 and has been recommended for adoption.

Members are invited to adopt it.

60. Payments, Income & Bank Balances – for approval (enclosed)

61. Travel Plan Supplementary Planning Document – Pre-Draft External Engagement (enclosed)

Wigan Council is intending to prepare an updated supplementary planning document (SPD) on Travel Plans to reflect significant advances in best practice nationally. This will replace the existing SPD produced in 2007. Prior to its preparation, the Council would like to hear your thoughts on our proposed scope for the SPD (enclosed). This targeted consultation provides developers, transport consultants and other key stakeholders with the opportunity to influence and shape the document, which will hopefully result in a more effective SPD. Consultation on the scope of the SPD is now open. Please submit any comments to planningpolicy@wigan.gov.uk by Wednesday 5th July 2023.

As part of your response, it would be useful if you could cover the following questions:

1. Do you support the emphasis in our approach that development should be designed to promote active travel and public transport as the primary modes of transportation?
2. Do you support the proposals for Residential Travel Plans?
3. Do you support the proposals for Workplace Travel Plans?
4. Should we be proposing anything different for Travel Plans?

62. Planning Applications – to consider for comment

A/23/95694/CON - Shevington Community Primary School Miles Lane Shevington Wigan WN6 8EW - Condition Discharge application to discharge condition no.7 (Landscaping Scheme), condition no.14 (Biodiversity Strategy) and condition no.17 (CT&EMP) in respect of application A/22/94090/MAJLA

Documents relating to this application may be downloaded from Wigan Council's website under 'Planning Applications – Enquiries'.

63. Next Meetings: 30 August (Council); 6 September (P&GP and Finance Committees)

POTENTIAL CONFIDENTIAL ITEMS

64. Insurance Matters – for agreement (enclosed)

65. Litter Bin in Longbrook – for discussion and agreement (enclosed)

- 66. **Overspill Parking for Crooke Beer Festival** – *for agreement* (enclosed)
- 67. **Post-Installation Inspection** – *for approval* (enclosed)

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K Pilkington
(Clerk)