



POLICY & GENERAL PURPOSES COMMITTEE MEETING

WEDNESDAY 7 JUNE 2023 ~ 7:00 P.M.
THE COMMUNITY CENTRE AT VICARAGE LANE FIELDS

Attendees are invited to observe Covid-19 guidelines. A list of all present will be kept.

AGENDA

- 1. Apologies** – to receive apologies from Committee members.
- 2. Declaration of Interests** - to receive any declarations of interest (personal and/or prejudicial) 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.
- 3. 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.
- 4. Friends of Shevington Memorial Park – for discussion and agreement (enclosed)**
Earlier this year it was reported to the Parish Council that the Friends of Shevington Memorial Park had been disbanded. Now another group of young mums have met and agreed that they would like to get the group up and running again. The letter they have written to the Parish Council and the 'Agreement' between the Parish Council and the FSMP prepared in 2018 are enclosed. Please welcome the members of the FSMP who have come to discuss the way forward with this Committee.
- 5. Village Issues – for information**
To receive reports relating to the legitimate business of the Council from Committee members and Council officers (Committee members are asked to advise the Clerk in advance of any reports – including the subject matter they wish to make.)
- 6. Minutes of the Last Policy & General Purposes Committee Meeting (1 March 2023)**
- to consider, agree and approve the signature of the previously circulated Minutes by the Chairman as a correct record of the meeting (enclosed).

- 7. Trophy for Shevington Annual Show – for consideration and recommendation**
This item was deferred from the Annual Meeting of the Council in May. The Chairman, Cllr Bill McKnight, was delegated by the Parish Council at its meeting in April to select a suitable trophy for presentation at the Annual Show.
Members are invited to consider his selections and recommend a trophy for presentation to the Finance Committee for approval.
Members are also invited to agree the inscription on the trophy.
(Co-opted Committee members may vote on this.)
- 8. Fete Stall Rota – for agreement**
So far three councillors and one Co-opted Committee member have volunteered to take their turn on the rota for the Parish Council's information stall at Shevington Community Fete on Saturday, 17 June. The opening hours of the Fete are 11am to 4pm. Parish councillors and co-opted committee members who have not yet volunteered are invited to join the stall rota for part of that time. It is appreciated that many members will be involved in other activities on the day, but this is a very good opportunity for community engagement and members are invited to consider contributing some of their time to this stall.
(Co-opted Committee members may vote on this.)
- 9. July Newsletter – for approval (enclosed)**
The July edition of the newsletter is due out during the first half of July. The following have been suggested for inclusion in the newsletter:
- a. Shevington Fete
 - b. Shevington Annual Show
 - c. Forest Fold Bowling Green
 - d. SJR Artwork Unveiled at Gathurst
 - e. Fundraising for Appley Bridge
 - f. Shevington In Bloom – volunteers desperately needed
 - g. Progress with the Miles Lane Extra Care Development
 - h. Vacancy for a Co-opted Member of the Policy & General Purposes Committee
- Members are invited to suggest further topics for the newsletter and approve the items for inclusion.*
(Co-opted Committee members may vote on this.)
- 10. Annual Parish Walk**
The Annual Parish Walk is scheduled to take place on August Bank Holiday - Monday, 28 August 2023. Members are invited to discuss and agree arrangements for the Walk:
- a. Planning the route – Cllr John Whiteley has organised this in recent years and he and Cllr Mike Grimes have taken it in turns to act as the steward;
 - b. Starting and end points;
 - c. Refreshments;
 - d. The nominated Charity.
 - e. The generic risk assessment was prepared in 2020 and is due to be reviewed by the Finance Committee at its meeting following this one.
- 11. Removal of Bins from Canal Towpath – for information (enclosed)**
Cllr Mike Grimes recently received the enclosed letter from the Canal & River Trust and passed it on to the Clerk. In these times of financial constraint the Trust have made the difficult decision to stop servicing their bins and remove them from canal towpaths, unless they have been adopted by a local group. In the letter they ask if the Parish Council would be willing to adopt the bin on the towpath at Bridge 43 (Appley Bridge). This bin (shown in the photos below) already belongs to and is serviced by the Parish Council. The Clerk has written to the Trust to inform them of this. The Parish Council recently replaced the old bin with a new one.



Members are invited to note this information.

The Council have a similar bin outside Bridge 46 (at Gathurst). If any members have received a similar letter about this bin, the Clerk would like to hear from them, so that she can also write to the Trust about this bin.

12. Wigan Local Plan Review – for information and agreement

As members may already be aware, Wigan Council have embarked on preparing a new Local Plan for Wigan, to sit under the Places for Everyone Plan that is currently at public examination. It will replace remaining policies in the LA's Unitary Development Plan (2006) and in their Core Strategy (2013).

Wigan Council held an extensive public focused consultation on Issues and Opportunities in October-December last year, and will be consulting on Options and Preferences in October-December this year, with consultation on an Initial Draft Local Plan following in the summer of 2024.

As such, they are inviting the Parish Council to raise any issues with them that members think Wigan Council need to know in preparing the Local Plan, in the interests of successful local planning. Otherwise, the Planning and Transport Policy Team will be in touch in October with details on the Options and Preferences for the Plan.

Members are invited to consider whether there are any general planning issues that need to be raised in line with the invitation above and agree the best way forward.

13. Planning Applications – to consider for comment

At the time this agenda was prepared there were no relevant planning applications to bring to the attention of the Committee.

14. Coffee Stand in Gathurst Lane Car Park – for consideration and agreement (enclosed)

The Parish Council have been approached by a resident who has just started a small business and would locate it in the centre of Shevington. The resident has sent the business case for the application to gain approval to trade on the Parish Council's car park in Gathurst Lane. The business case (**which is confidential**) is enclosed. On looking at the photos of the location the applicant has selected it is clear that they have opted for a part of the car park that comes under Shevington Recreation Ground Trustees, not the Parish Council, and the application will need to be forwarded to the Trustees, unless the Committee is minded to offer an alternative location for the coffee stand, eg a space on the Parish Council's side of the car park. Approval to trade may also be needed from Wigan Council. The owner of the business would also need to provide proof of 4 or 5 star hygiene rating and public liability insurance. If the agreement is to forward the application to the Trustees (with the owner's permission), members may wish to consider whether they would like to provide moral support for the application.

Members are invited to agree the best way forward.

15. Arrangements for Annual Inspection of Property

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.

Wednesday, 9 August: Crooke Village and Otters Croft & Crooke woods – meet at Crooke Green at 2pm.

Thursday, 10 August: Forest Fold site, Stockley & Whiteacre parks – meet at Forest Fold at 6pm.

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.

16. Forest Fold Allotment Policy – Amendment - *for approval* (enclosed)

During the annual review of allotment rents it was agreed to increase the base rate charged from £25 to £27.50. Page 3 of the Allotment Policy adopted in 2022 is enclosed. In the paragraph highlighted the '£25' needs to be amended to '£27.50.'

Members are invited to approve the amendment.

POTENTIAL CONFIDENTIAL ITEM

17. Forest Fold Plot Issues – *for consideration and agreement/approval* (enclosed)

OPEN ITEM

18. Date of Next Meeting: 28 June (Council)

OPEN TO THE PUBLIC AND PRESS

K Pilkington

Clerk to the Parish Council