

Minutes of Shevington Parish Council Meeting
Held Wednesday 30 September 2020
7:00pm – Virtual Meeting

Present: Councillor I Whiteley (*Chairman*), Cllrs C Horridge, J Higham, J Whiteley, W McKnight, V Galligan, M Grimes and M Crosby
Dist Cllrs M Whitham and J Brown
Cllr R Lawson (Chairman of Haigh Parish Council) was present as an observer.

Officer in Attendance: Mrs K Pilkington (Clerk)

287 Apologies for Absence

Cllr J Ball

288 Declaration of Interests

Cllr C Horridge w.r.t. Item No.301 (*personal*)
Cllr V Galligan w.r.t. Item No.300 (*personal & prejudicial*)
The Clerk w.r.t. Item No.311 (*personal & prejudicial*)

289 Path from Vicarage Lane to Crooke Village

As the officers from Wigan Council were not able to be present, this item was deferred.

290 Replacement of Play Equipment in Memorial Park

The Friends of Shevington Memorial Park had met the previous week and had discussed the play equipment at the park. Following the recent ROSPA report, they had agreed that they might try to improve the existing play area as much as they could.

Cllr W McKnight joined the meeting.

They had selected the piece of equipment in the worst condition for replacement and several of them had met with a representative of a company that designed children's playgrounds in the park to discuss the matter. Having heard about their proposals for the long term, the representative had said that it would be better for the developers to start with a blank canvas and suggested moving the play area higher up the field, where it would not be as susceptible to water-logging. The FSMP wished to raise funds for the whole playground and were proposing to have several sets of plans drawn up for which they would obtain quotes. These plans could then be exhibited for consultation.

Cllr M Grimes withdrew from the meeting.

Once some designs for the playground had been produced the FSMP intended to show them to children at local schools to establish the most popular choices.

Cllr M Grimes re-joined the meeting.

The Council engaged in a lengthy discussion about the drainage and how this and the play equipment could be financed. The Clerk agreed to contact United Utilities to establish whether there would be any charges for surface water from the park being collected in the main drainage system. The Clerk was also asked to prepare a projection of the Parish Council's normal expenditure to the end of the financial year, which would establish potential surpluses.

Resolved: The Council would dedicate a future meeting specifically to a discussion about the improvements to the park.

Standing Orders were suspended.

291 Matters Introduced by Members of the Public

There were no matters raised by members of the public.

292 District Councillors Reports

Reports were received from the District Councillors present. *See Appendix A*

Standing Orders were re-instated.

293 Minutes of the Last Ordinary Meeting of the Council (26 August 2020)

The previously circulated Minutes were considered.

Resolved: That the Minutes of the last Ordinary Meeting of the Parish Council, held on 26 August 2020, were approved as a true and correct record.

A member commented on Minute No.273. He reminded the Council that they had been told by Wigan Council officers that the development of the former Shevington Community Primary School site would not be included in the programme until 2022. Hence completion of the work was not likely to occur until 2023 or possibly 2024. In view of this the Parish Council had suggested that the current buildings on the site should be demolished well in advance of the work beginning.

The member informed the Council that nowadays when a building was demolished the rubble was crushed and re-used as part of the new building, often within the foundations. If the building were to be demolished, as suggested, the rubble could not be left on site for any length of time. It was proposed, therefore, that Wigan Council be asked to ensure that the site was made as secure as possible and to respond on occasions when this security was breached.

A district councillor reported that Central Watch had arranged for regular visits by Securicor, who visited the site each evening. Another member had reported issues with regard to uninvited guests visiting the site on several occasions. When she had done so the previous week the security team had visited soon afterwards.

The Clerk was asked to write to the LA to ask that the site and all entry points be made as secure as possible.

294 Chairman's Report

New Bollards Near Shops in Broad O'th Lane

The Chairman congratulated Dist Cllr J Brown on her success in arranging for the introduction of additional bollards in front of the shops in Broad O'th Lane.

Heritage Lottery Fund Bid

The HLF were due to re-open for bids in October, when there would be a need to contact the Council's new link officer to find out how the bid should be presented for the new round.

295 Reports from Councillors

Trees in Resident's Garden

A member reported that the Clerk had forwarded an email to him that had been sent on behalf of a resident who was registered blind by another resident. The resident who was registered blind needed help to identify a tree surgeon who would remove the trees in his garden, as he could not see them and was constantly walking into them. The member had agreed to help him with this.

Footpath from Vicarage Lane to Crooke Village

A member who was not present at the meeting had asked that his concerns be raised about the suggested improvements to the footpath. He was not against improvements being introduced, but wished to observe that it might be unwise to improve the footpath to the extent that the passage of motorised vehicles along it would be enabled. He was also of the view that the residents of Crooke Village would also be against improvements of that nature.

Social Distancing in Central Shevington

A member reported that a resident had written to the Chairman to ask if concerns about the lack of social distancing and wearing of masks in a convenience store in the centre of Shevington on the part of customers and the failure of staff to challenge them could be included on the agenda. The resident was told that the deadline for the inclusion of items on the agenda had passed, but the member had informed her that he would raise it under this item. Consequently, she had asked if the Parish Council would write to local retailers to remind them of their responsibilities in relation to ensuring that the health of their customers was not put at risk. The request was discussed. Members were of the view that it was not appropriate for the Parish Council to get involved in this way. The member agreed to respond to the resident on behalf of the Council.

Flooding on Vicarage Lane Fields Allotments

A member drew the Council's attention to the fact that the recent rains had exacerbated the flooding on the allotments site.

Shevington Community Pantry

It was reported that the Pantry had welcomed its 100th member the previous week. A photograph together with an article would be appearing in the local press in the near future. The organisers were anticipating that the pantry would continue to open throughout any future lockdown.

Maintenance of Stockley Park

A member reported that she had for some time been trying to persuade Wigan Council to address the weeds in Stockley Park. While taking part in litter picks earlier this month in both Stockley and Whiteacre parks she had observed that the latter was

better taken care of than the former. Some work on cutting back the weeds had been carried out the previous day. This had improved the appearance of the park.

296 Reports from Representatives

Shevington & District Community Association

There had been no meeting.

Crooke Village Residents' Association

The CVRA had met virtually. It was reported that they had been having issues with grass and hedge cutting in the village. Historically they had looked after the green spaces themselves, but, because the volunteers responsible for this had either moved away or were no longer able to continue with the work, they were now relying on grounds maintenance provided by Wigan Council. Because of the Covid-19 crisis Wigan Council had suspended their grounds maintenance programme earlier in the year. It had now been resumed and Crooke Park had been mown recently. The CVRA were currently working with the district councillors over the locations of bins and would be contacting the Parish Council in relation to this.

Shevington Youth Club

The Youth Club was once again open for business and many of its regular hirers had returned.

Shevington Recreation Ground Trustees

There was no report.

'in Bloom' Groups

There was no report.

Patient Participation Group

The flu and pneumonia vaccination programme had started. The Over 65's were being given priority. The CCG were also setting up additional sites where residents could attend for vaccination if they are unable to get an appointment at Shevington Surgery.

Audit, Governance & Standards Committee

Cllr M Grimes had attended the most recent meeting, which had been held virtually. The main item on the agenda had been the Council's Audit Plan. There were no real Standards issues forthcoming.

Shevington Rugby & Football Clubs

The Council had received a complaint from a resident of Oakwood Meadows about the manner in which cars were being parked along Vicarage Lane on match and practice days. The complaint was passed on to the representatives of the sports clubs, who were trying to address the issues. The resident had been asked to contact the sports clubs directly if there were any further issues.

Vicarage Lane Fields Developments

There was no report.

Friends of Shevington Memorial Park

There was no report.

297 DRAFT Minutes of the Policy & General Purposes & Finance Committees (2 September 2020)

The DRAFT Minutes of the Policy & General Purposes & Finance Committee meetings held on 2 September 2020 were received.

298 Tree Issues in Memorial Park

(a) Tree Issues in Relation to No.35 Shevington Lane

The impact of the trees in Memorial Park growing in the vicinity of No.35 Shevington Lane on the house at that address had on several occasions been discussed by different sets of members over the years. Various documents had been circulated to recent Council meetings for members' information. New documentation had been circulated to this meeting in addition to two portfolios of the documents circulated previously.

The issues were discussed.

Resolved:

- i. An application would be submitted to Wigan Council for permission to
 - (a) fell the sycamore immediately adjacent to the house,
 - (b) crown lift the sycamore near the boundaries of the park with the property and Shevington Lane,
 - (c) carry out selective pruning of the large sycamore at the rear of the property with advice from the Trees & Woodlands Officer on the extent of the work.
- ii. The grounds maintenance team would be asked to remove the small sapling at the rear of the property before it became larger.

(b) Dead & Dying Trees

An arboriculturalist's report had identified a number of trees that were either dead or dying. The Trees & Woodlands Officer was aware of the contents of the report and had recommended that removal of the trees was a priority for Health & Safety reasons. This was discussed.

Resolved: An application would be submitted to Wigan Council for permission to fell the dead and dying trees in the park.

299 Footpaths in Memorial Park

It was reported that the Friends of Shevington Memorial Park had received funding of £1,200 from Tesco, which was ear-marked for the footpaths and had to be spent within the next 12 months. The ways in which it could be spent on the flagged footpaths were discussed. It was agreed that the Clerk would approach Masterplan Stone & Brickwork of Shevington to provide a quotation for pointing the flags where this was needed.

300 Notice Board for Memorial Park

The suggestion that a notice board should be installed in the park had been discussed by the Parish Council on previous occasions. The Friends of Shevington Memorial Park were of the view that now would be a good time to install this addition to the park,

as it would help to boost their fundraising efforts for improvements. The FSMP's request that the Parish Council cover the costs of the notice board and its installation along the boundary of Memorial Park was discussed.

Members noted that the Council currently had £1,980 in the 'Street Furniture' cost centre. This was largely committed to two items:

- (a) a new notice board and its installation at Vicarage Lane Fields – agreed in February 2019 and
- (b) a replacement bin for Whiteacre Park – agreed by the Finance Committee earlier September 2020.

The Council considered the possibility of viring funds from another cost centre to the 'Street Furniture' cost centre to fund the notice board for the park. The financial implications and the best way forward were discussed at length. It was agreed that the notice board for Vicarage Lane Fields Allotments should be ordered and installed and Cllr V Galligan agreed to carry out further research in relation to the notice board for Memorial Park.

301 Planter for Whiteacre Park

Before lockdown the Parish Council agreed in principle to provide a planter for the newly-formed Shevington Moor in Bloom group. The planter would be installed outside Whiteacre Park and the group had agreed to look after the planter.

Proposals for the planter were discussed.

Resolved: The purchase of the MSP 0P - Self Watering Meter Square planter in black, costing £320.75 (plus £40 for delivery), from Amberol was approved.

302 Remembrance Sunday

Each year Wigan Council were responsible for arranging services at war memorials at 14 locations on Remembrance Sunday. In Shevington the Service at the War Memorial was always led by a member of the local Clergy with support arranged and provided by the Parish Council. Because of Covid-19, this year would be somewhat different to previous years in that, throughout the Borough, acts of remembrance would be limited in number and very low key, with attendance restricted to invited guests. Several documents from Wigan Council and Rev Jenny Brown of St Anne's Church, Shevington, which were intended to provide members with guidance in making the right decision, had been previously circulated. The issues were discussed.

Resolved:

- (a) There would be no formal Act of Remembrance at the War Memorial in Shevington on Sunday, 8 November. The Clerk would contact Wrightington Parish Council to establish what was happening at the War Memorial in Appley Bridge.
- (b) Three wreaths would be ordered.
The Chairman would lay a wreath on behalf of the residents of the Parish at the War Memorial in Shevington at 11 am on Sunday, 8 November.
Cllr M Grimes would lay a wreath on behalf of the residents of the Parish at the War Memorial in Appley Bridge on Sunday, 8 November.
A third wreath would be laid on behalf of the residents of the Parish at the Miners' Memorial in the grounds of St Anne's Church on Sunday, 8 November.
- (c) No plastic poppies would be installed on lamp posts in the Parish, but Cllr C Horridge offered to install one or two poppies at strategic locations.

- (d) A donation of £150 to the Royal British Legion for the wreaths was approved.
- (e) The Council agreed to make a donation of £50 for a Tribute at the National Memorial Arboretum.

Dist Cllr M Whitham left the meeting.

The Clerk would let other organisations involved know about the arrangements and advise them that their representatives would be able to lay wreaths at the Memorial at times of their own choosing. Representatives of organisations would need to ensure that they observed social distancing.

303 Christmas Decorations

(a) Christmas Tree String Lights

The Clerk reported that the Christmas tree lights had all been tested by the Street Lighting Department at Wigan Council, who had confirmed that the two waterfall stars were in working order. The spines and transformers of the Christmas tree string lights purchased more than six years ago were also working, but all of the strings – 24 in total - needed to be replaced. The Council noted that the cost of these was awaited.

(b) Column Wraparound Garlands

The column wraparound garlands used in Appley Bridge and Shevington Moor would not incur purchase costs this year – just installation and removal costs. Time clocks were being installed at the same time as the garlands – these had already been paid for. The Street Lighting officer had informed the Clerk that the cost of installing and removing the garlands would be £1,210.

Resolved: The cost of £1,210 for installing and removing the garlands was approved.

(c) Christmas Trees

Several suppliers of trees had provided quotes and all had informed the Clerk that large display trees were difficult to acquire this year. The quotes were considered.

Resolved: The contract for the purchase, installation, removal and disposal of four Nordmann fir trees (three x 18ft and one x 15ft) was awarded to Joseph Noblett at a total cost of £1,730.

304 Christmas Shop Front Award

Resolved: Members agreed the following:

that the Christmas Shop Front competition would be held once again in 2020.

Mrs Pam Powell would be invited to act as the judge for the third year running and the prizes would be the same as in 2019: 1st - £60, 2nd - £40 and 3rd - £30.

305 Stop Tap Repair at Allotments

The Council discussed an estimate for the repair of the water mains stop tap at the principal allotments at Forest Fold. Under Regulation 10.3 of the Council's Financial Regulations the need for three estimates could be waived if it was "for work to be executed or goods or materials to be supplied which consisted of repairs to or parts for existing machinery or equipment or plant;"

Resolved: The Council approved the estimate of £585 for the repair from SP Gas.

306 Clerk's Report

The Clerk's report was received. *See Appendix B.*

Members briefly discussed the issues surrounding the long-term upgrade of the unadopted road behind the parade of shops. The main problem centred on the reticence of some of the owners of the units to contribute to their share of the costs of the repair. It was observed that, unless all concerned were willing to commit to making a proportional contribution and honoured that commitment, there would never be a permanent solution to the problem.

307 Financial Aid Applications

None.

308 Payments, Income & Bank Balances

The Income / Expenditure schedules for September were received.
See Appendix C.

Resolved: That the Accounts be approved, the cheques signed and internet transfers made in payment, due notice being given to the bank statements exhibited.

A member asked that in future a projection of the estimated balances at the end of the financial year should be included in the report.

309 Planning Applications

- **A/20/89495/CU - 7 And 9 Church Lane Shevington Wigan WN6 8BD**
Change of use of part of ground floor at 9 Church Lane to use as food store/food prep in association with Juniper Bar and Kitchen, erection of canopy over rear access door, roof extension to rear, installation of date stone to the front and retention of metal storage shed at rear, together with re-location of freezer unit, outside dining area to front and new operating hours.

The application was noted.

310 Next Meetings

7 October (Policy & General Purposes Committee); 28 October (Council)

In the light of the situation with respect to rising Covid-19 infection rates in the area, a document listing current MHCLG guidance and advice from several professional sources in relation to the holding of Council meetings had been previously circulated. It was received and its contents were noted.

CONFIDENTIAL ITEM

Resolved: That, in view of the confidential nature of the business about to be transacted, it was advisable in the public interest that the press and public be excluded and they were instructed to withdraw.

Dist Cllrs J Brown and Cllr R Lawson of Haigh Parish Council left the meeting.

311 National Pay Award

The Clerk withdrew from the meeting.

The National Pay Award was discussed.

Resolved: The National Pay Award – effective from 1 April 2020 - for all Staff was approved. Pay would be back-dated, with arrears being paid in October.

Resolved: A virement of £257 from the 'Contingency' cost centre to the 'Clerk's Salary' cost centre was approved.

The Clerk re-joined the meeting and was informed of the outcome.

There being no further business, the Chairman closed the Meeting at 10:08 pm.

Chairman