

**Minutes of the Shevington Parish Council  
Policy & General Purposes Committee Meeting  
Held Wednesday, 2 June 2021  
7:05pm Virtual Meeting**

**Present:** Councillor William McKnight (Chairman), Councillors Ira Whiteley, Christopher Horridge, John Whiteley, Michael Grimes, Michael Crosby and Jessica Higham

Co-opted Committee Members: Dist Cllr Janet Brown, Mrs Eileen Longmore and Mr Charlie Neve

Three members of the public

In Attendance: Mrs K Pilkington (Clerk to the Council)

In the absence of the Chairman during the initial minutes, Cllr Jess Higham, the Vice Chairman, opened the meeting.

**1. Apologies**

*Cllr W McKnight joined the meeting and took the Chair.*

Cllr John Ball  
Mr Brian Lomas

**2. Declaration of Interests**

Cllr Chris Horridge and Mrs Eileen Longmore w.r.t. Item 11.

**3. Matters Introduced by Members of the Public**

There were no matters introduced by members of the public.

*Standing Orders were suspended.*

**4. Parking Issues at Vicarage Lane Fields**

It was reported that the issues with overspill parking along Vicarage Lane and adjoining roads on some match days had initially been identified through a couple of messages on Facebook. These had been passed on to the Clerk, who had also received several emails from residents and a member of the local farming community complaining about the situation. The Clerk had investigated and had prepared a report that had been circulated to members.

The parking issues and the way forward were discussed. A representative of the sports clubs explained why the parking issues on Sunday, 23 May had been much more severe than anticipated and described the events that had taken place that morning. In her report the Clerk (after consultation with the sports clubs) had, in the view of members, made some sound suggestions for solutions to the problems.

*Cllr Mike Crosby joined the meeting.*

Further suggestions were made by the residents present as to how the situation could be managed.

**Resolved:** It was agreed that

- the Clerk would arrange a site meeting between representatives of the residents, the sports clubs and the allotmenters to discuss the issues and how they could be managed
- the Police would be invited to send a representative to provide advice
- Cllr Jess Higham would attend to chair the meeting
- the Clerk would attend to maintain a record of the actions agreed during the meeting
- an article about the issues and the advice given would be included in the July edition of the newsletter.

*Standing Orders were re-instated.*

## **5. District Councillors' Reports**

Dist Cllr Janet Brown reported:

### **Conifers at Address in Cressell Park**

A site visit was made on 10 May 2021 to the address and a Land Registry search was carried out. It was established that the land on which the conifers were growing was not owned by the owner of the building adjacent to them. A letter was sent to the owner of the land, requesting that the over-hanging shrubbery should be cut back within 28 days. This enquiry had been put on hold until 11 June to allow time for this to happen. A further update would then be sent.

### **Lighting in Stockley Park**

There have been no reports of ASB by youths in this park. The lighting columns were to be checked to ensure that they were all working and emitting appropriate levels of light. If not, remedial adjustments would be undertaken. Also, it would be ensured that any trees sited there did not diminish or obscure the light emitted from the columns.

### **Clean-Up of the Z-Bends**

A road sweeper and a couple of staff cleared this area of debris and litter the previous Sunday.

### **Re-Development of the Former Shevington Community School Site**

The Council had decided to develop the site within a direct delivery housing programme with a care scheme for older residents. The initial feasibility study would occur during July 2021 and, once there was more detail on proposals and a timescale to take the project forward, a written update would be drafted and sent. Once there was an indicative programme, a full consultation with local Councillors and the community would be implemented.

A member observed that the project was only scheduled to go ahead in 2022/23 and suggested that an update on the project be included in the September edition of the newsletter.

### **Baby Elephant Car Park**

A Community Protection Notice was put in place there last December and the owner of the site has been charged with the removal of the fly tipping (the sofa). An imminent visit of this site was planned by the Environmental Enforcement Officer to ensure that this has occurred.

*The Chairman congratulated Cllr Mike Crosby on his recent election to Wigan Council.*

Dist Cllr Mike Crosby reported:

### **Wigan Council Election Count**

Because of Covid restrictions, the count this year had taken 8 hours – much longer than in the past. He thanked both his predecessors – Marlaine Whitham and Damian Edwardson – for their service as elected members for Shevington with Lower Ground ward.

### **Proposals for The Galleries Re-Development**

Wigan Council members had recently received an excellent presentation on proposals for the re-development of The Galleries.

### **Report It App**

The 'Report It' app was currently in the process of being replaced. The new app – known as the JADU system - was expected to be better than the old one and would include an email address for complaints.

### **Potholes**

Potholes at various locations in the Parish had been reported by all district councillors.

## **6. Reports from Committee Members**

### **Pothole In Wilton Road**

A member reported that she had received a phone call from a resident who wished to draw attention to a large pothole that had appeared in Wilton Road. She had passed this on to the District councillors and had since received a phone call from the same resident the following day to let her know that the pothole had been repaired.

## **7. Reports from Representatives**

### **Shevington & District Community Association**

It was reported that thirteen people had attended the virtual meeting on 25 May. The parking issues in Vicarage Lane on match days, Memorial Park drainage plans, the proposals for the development of the town centre and progress with the tablet loan scheme were amongst topics discussed.

It had been announced that Shevington Garden Club Show had been cancelled for this year, but the club would be meeting in July.

It was also announced that the group called 'Memories' would restart in September.

### **Crooke Village Residents' Association**

Before Dist Cllr Marlaine Whitham had retired as a councillor she had agreed to try to arrange for the issues with the signage on the field to be addressed and had said that she would report back to the representative. So far he had not received an update. The Chairman asked the district councillors to liaise with the representative.

The representative reported that the CVRA had also not received an update on progress with the issue of the damage to the southern edge of the village green by vehicular parking and how this could be addressed.

There was a third issue. The CVRA had been told some time ago that the towpath from Wigan to Gathurst was to be developed and that a hard surface was to be introduced. Information had been received informally that this was still going ahead, but there had been no formal confirmation of this.

After a brief discussion the district councillors agreed to try to get updates in time for the next meeting of the CVRA.

### **Shevington Youth Club**

It was reported that the Youth Club was open to young people on Tuesday evenings and bookings were in general getting back to normal levels.

### **Shevington Recreation Ground Trustees**

There had been no meeting.

### **'in Bloom' Groups**

The representative reported that Appley Bridge in Bloom were currently struggling with collapsing wooden structures in the village centre which were creating H&S issues. However, they were making progress in dealing with them.

### **Patient Participation Group**

There was one update to be circulated to members.

### **Vicarage Lane Fields Developments**

The new community building had been handed over in October, but had remained closed, because of lockdown. However, it was now open and attracting hirers. Several groups were using it on a regular basis and the management committee were well on their way towards achieving their aim of promoting health and wellbeing in the community. The representative expressed the hope that parish councillors would accept the invitation to join the tour of the building at 11am on Saturday, 5 June.

### **Friends of Shevington Memorial Park**

There was no report.

## **8. Minutes of the Last Policy & General Purposes Committee Meeting (5 May 2021)**

**Resolved:** The Minutes of the Policy & General Purposes Committee Meeting held on 5 May 2021 were approved as a true and correct record.

## **9. July Newsletter**

Suggestions for articles to be included in the July edition of the newsletter were considered:

**Resolved:** The following were recommended to the Council for inclusion in the July edition of the newsletter:

- Community Service Awards
- 'No Horses on Footpath' notice
- Shevington & Appley Bridge in Bloom Appeal for Volunteers

- Responsible Dog Owner poster
- Shevington Fete – save the date poster
- Forest Fold Bowling Green
- Responsible Motorists
- Vicarage Lane Fields – Sports Clubs: Appeal for Volunteers
- Vicarage Lane Fields Parking Issues & the Solutions
- Great British Clean Up

## 10. Tree Inspection Policy

In late 2020 the Clerk was asked to enquire about the frequency with which formal tree surveys / inspections should be carried out. The clerk reported that In December 2020 the Trees & Woodlands Officer had advised that the Council should have a tree risk management plan for all of the land under the Parish Council management which is close to key targets, such as roads, properties, public paths and open spaces. There were currently no set standards or timescales, but the officer had provided suggestions in relation to the approach that the Council needed to take.

Currently tree inspections were carried out informally. The way forward was discussed.

**Resolved:** The Committee recommended that a formal Policy and Tree Management Plan should be prepared and that in the interim a pro-active record of informal inspection findings should be maintained and acted upon, as necessary.

## 11. Forest Fold Allotment Plot Categorisation

A paper outlining the current scenario in relation to the categories to which allotment plots had been allocated and suggesting how the categories could be changed was received. Earlier in the year, after discrepancies were found in the categorisation of two allotments, all of the plots had been measured and the areas of the plots had been calculated. The exercise had established that the range in the sizes of allotments in some categories was quite wide.

The information in the paper was discussed. A co-opted Committee member had carried out some research into how much other councils charged per m<sup>2</sup> for their allotments. The information was shared with the Committee. In the interests of equity among plot holders the Committee agreed to look into the possibility of charging a rate per m<sup>2</sup>.

Cllr Chris Horridge and the Clerk were thanked for their work in measuring the allotments.

## 12. Issues Raised by Residents During the Consultation on the Memorial Park Loan

As part of the consultation earlier this year about the loan to cover the cost of some of the improvements in Memorial Park residents were asked to submit any comments that they wished to make. Members noted that some of the comments made had no connection to the issues relating to Memorial Park and made a commitment to consider

these comments with a view to ascertaining how they could be addressed. Cllr Mike Grimes had reviewed the comments and had prepared suitable responses. A document containing these had been previously circulated and they were discussed.

**Resolved:** The Committee recommended to the full Council that the responses should be approved and that the document should be put on the Parish Council's website. A letter or email (whichever was appropriate) would be sent to each of the residents involved informing them of this.

Cllr Mike Grimes was congratulated on having done a good job in preparing the responses.

During the discussion issues raised by residents of Shevington Moor were discussed. The Clerk reported that she had been told by the contractor responsible for the maintenance of the Parish Council's planters had informed her that the two barrel planters on the Wigan-bound platform at Appley Bridge Station had fallen apart and had been removed by Northern's operatives. The contractor had offered to replace them free of charge.

As it would take some time for permission to be obtained from Northern to do this and they would require that the planters should be fixed to the platform by their operatives, it was suggested that the two planters should be transferred to the corner outside Whiteacre Park. This was discussed.

**Resolved:** The Committee recommended that the two barrel planters should be relocated at the corner outside Whiteacre Park, subject to permission being obtained from Streetscene.

### **13. Planning Applications**

There were no planning applications to consider.

### **14. Dates of Next Meetings**

30 June (Council)

There being no further business, the Meeting closed at 8:46 pm.

**Chairman**