



TO ALL ELECTORS OF SHEVINGTON PARISH

**ORDINARY MEETING
OF THE PARISH COUNCIL**

**WEDNESDAY 25 MAY 2022 ~ 7:00 P.M.
THE COMMUNITY CENTRE AT VICARAGE LANE FIELDS**

In line with current Covid-19 guidelines for indoor gatherings and in the interests of mutual and public safety, you are invited to maintain a social distance, wear a face mask and will be invited to use sanitiser on arrival. A list of all present will be kept.

AGENDA

- 731 Election of Chairman** (enclosed)
To elect the Chairman for the coming year. Information on the roles and responsibilities of the Chair, Vice Chair, the Council and the Clerk are enclosed for members' information. This is a document prepared and provided by LALC.
- 732 To Receive the Chairman's Declaration of Acceptance of Office**
- 733 To Elect the Vice-Chairman** – to elect the Vice-Chairman for the coming year
- 734 Apologies for Absence** – to receive apologies from Councillors.
- 735 Register of Interests** – to receive completed Registers of Interests (enclosed)
Members are invited to complete and return fresh registers of interests, if there have been any changes since they last completed one.
- 736 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.
- 737 Representatives to Outside Bodies** - to appoint Councillors to serve as representatives of the Council for the coming year on the outside bodies listed below:
- **Shevington & District Community Association**

Cllrs Ira Whiteley, John Whiteley, Vicky Galligan and Chris Horridge were appointed as the representatives in 2021.

- **Shevington Youth Club**

Cllrs Ira Whiteley and John Ball were appointed as the representatives in 2021.

- **Shevington Recreation Ground Trustees**

To re-appoint two councillors as Trustees of the Recreation Ground: Cllrs Jess Higham and Mike Crosby.

To confirm the re-appointment of the Trustees from the community: Mr Jim Maloney,

Mr Shane Currie and Ms Gilly Hodgkinson

- **Shevington Patient Participation Group**

Cllr Mike Grimes currently acts as the liaison with the PPG.

- **Audit, Governance & Standards Committee**

The Council are entitled to appoint an elected member to represent them on Wigan Council's Standards Committee. In 2021 the Council decided to no longer appoint a representative to this Committee. As the option to appoint a representative remains open, this decision needs to be reviewed annually.

Members are invited to review the decision.

738 Committees (enclosed)

To review and approve the constitutions, terms of reference and membership of the Parish Council's two standing committees: Policy & General Purposes and Finance.

739 Appointment of Co-opted Committee Members

To re-appoint the following Co-opted Committee Members of the Policy & General Purposes Committee: Mr Brian Lomas, Mrs Eileen Longmore, Mr David Crook and Mrs Janet Brown and Mr Charlie Neve.

740 Councillors' Attendances at Meetings 2021/22 (enclosed)

To receive the record of members' attendances at meetings and approve it for publication.

741 Deeds & Instruments

Deeds and instruments held by the Council may be inspected by submitting a request in writing to the Clerk.

742 Matters Introduced by Members of the Public - an opportunity for members of the public

to ask questions or make observations.

743 District Councillors' Reports – *for information only*

To receive reports from District Councillors

744 Minutes of the Last Ordinary Meeting of the Council (27 April 2022)

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

745 Chairman's Report - *for information only.*

746 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)

747 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**
- **Friends of Shevington Memorial Park**

- **Forest Fold Allotments Tenants Association**
- 748 DRAFT Minutes of the Policy & General Purposes Committee (4 May 2022)**
– *for information* (enclosed)
- 749 Fly Tipping at Vicarage Lane Fields** – *for information & agreement* (enclosed)
- 750 Grit Bin in Broadriding Road** – *for approval* (enclosed)
- 751 Grass Matting Surface for Memorial Park Play Area** – *for agreement*
(enclosed)
- 752 No.635 Bus Route & Connection to Bus Provision in Wigan**
– *for discussion & agreement* (enclosed)
- 753 Review of Standing Orders** – *for consideration and approval* (enclosed)
- 754 Clerk’s Report** - *for information only* (enclosed)
- 755 Financial Aid Applications** - *to receive for consideration / approval*
- 756 Post-Rollover Budget 2022-23** – *for approval* (to follow)
- 757 Internal Audit Report 2021-22** – *to receive, accept & approve* (to follow)
The 2021-22 accounts and supporting documentation are now with the internal auditor and the auditor’s report is awaited. If it arrives in time to be received and considered at this meeting, it will be circulated to members. If it does not arrive in time for this meeting, this item will need to be deferred to the Council meeting at the end of June.
- 758 Period for the Exercise of Public Rights 2021-22**
– *for information & agreement* (enclosed)
Members are invited to agree the period for the exercise of public rights 2021-22.
- 759 Review of Internal Audit 2021-22** – *for discussion & agreement* (to follow)
If the Internal Audit report does not arrive in time to be considered at this meeting, this item will need to be deferred to the Council meeting at the end of June.
- 760 Appointment of Internal Auditor 2022-23** – *for agreement* (to follow)
If the Internal Audit report does not arrive in time to be considered at this meeting, consideration of this item will need to be deferred to the Council meeting at the end of June.
- 761 Review of Financial Risk Assessment & Internal Control**
– *for retrospective approval* (enclosed)
- 762 Review of Financial Regulations** – *for consideration and approval* (enclosed)
Changes were last made to the Financial Regulations in September 2019. No changes have been recommended at the present time. Members are invited to review the document in anticipation of any recommendations being made by the internal auditor.
- 763 Payments, Income & Bank Balances** – *for approval* (enclosed)
- 764 Planning Applications** – *to consider for comment*
At the time of the preparation of this agenda there were no relevant planning applications to bring to the attention of the Council.
- 765 Next Meetings:** 1 June (Policy & General Purposes and Finance Committees);
29 June (Council)

OPEN TO THE PUBLIC AND PRESS

K Pilkington
(Clerk)