

SHEVINGTON



PARISH COUNCIL

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TO ALL ELECTORS OF SHEVINGTON PARISH

ORDINARY MEETING OF THE PARISH COUNCIL

**WEDNESDAY 29 JUNE 2022 ~ 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

- 766 Apologies for Absence** – to receive apologies from Councillors.
- 767 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.
- 768 Re-Development of the Miles Lane Site** – *for information and discussion*
Please welcome Peter Collins, Project Manager - New Homes and Regeneration at Wigan Council. Peter will be sharing plans for the proposals for the re-development with the Parish Council and discussing them in more detail with the Council.
- 769 Memorial Park Drainage** – *for discussion* (enclosed)
Please welcome Nathan Davies, Flood Risk Technician at Wigan Council, who will be attending to update the Council on the drainage situation.
- 770 Matters Introduced by Members of the Public**
- an opportunity for members of the public to ask questions or make observations.
- 771 District Councillors' Reports** – *for information only* (enclosed)
To receive reports from District Councillors.
- 772 Minutes of the Last Ordinary Meeting of the Council (25 May 2022)**
- to consider, agree and approve the signature of the previously circulated Minutes by the Chairman as a correct record of the meeting. (enclosed)
- 773 Chairman's Report** - *for information only*.

- 774 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)
- 775 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**
- 776 DRAFT Minutes of the Policy & General Purposes and Finance Committees (1 June 2022) – for information (enclosed)**
- 777 Tree Risk Management Plan – for discussion (enclosed)**
The proposed TRMP is currently being reviewed by Wigan Council's Trees & Woodlands Officer and his comments are awaited. An enquiry was submitted to Rushmoor Borough Council to establish whether the Council could make use of their TRMP document as a template. The reply has been positive. They are pleased to give us their permission to adapt their plan for our scenario. The Plan has also been sent to the Trees & Woodlands Officer for his observations. These are awaited.
- 778 July Newsletter – for approval (enclosed)**
Members are invited to review the text for the July edition of the newsletter and approve it.
- 779 Forest Fold Allotment Policy – for discussion and adoption (enclosed)**
The FFTA Committee have prepared the enclosed Policy. This is the fourth version. Having been discussed and revised at several meetings, the FFTA Committee are now pleased to put it before the Council for discussion and propose it for adoption.
As the Policy should be read in conjunction with the Tenancy Agreement and the FFTA Constitution, these are also enclosed.
- 780 Clerk's Report - for information only (enclosed)**
- 781 Financial Aid Applications - to receive for consideration / approval**
- 782 Internal Audit Report 2021-22 – to receive, accept & approve (enclosed)**
The 2021-22 internal audit reports are enclosed. There is only one recommendation: that the Financial Regulations should be reviewed annually. The regulations were not reviewed during 2021-22, as it has been the Council's standard practice to review them every 4 years, unless there was a reason to do this earlier.
The above recommendation has been addressed for the 2022-23 financial year, as the Financial Regulations were reviewed at the meeting on 25 May.
Members are invited to receive, accept and approve the internal audit reports.
- 783 Review of Effectiveness of Internal Audit 2021-22 – for discussion & agreement (enclosed)**
Members are invited to review the effectiveness of the internal audit for 2021/22 and agree the outcome of the review.
- 784 Appointment of Internal Auditor 2022-23 – for approval (enclosed)**
Members are invited to consider and approve the appointment of Heelis & Lodge as the Council's internal auditor for 2022/23. The fee currently charged for the category to which the Parish Council's accounts belong is £280 – the same as last year.

An outline of the scope of the internal audit is enclosed for members' information and approval.

785 Addition of a Bank Signatory – for approval

Following the agreement to add Cllr Mike Grimes as an authorised signatory for the Council's bank accounts, members are invited to approve the following resolution, as required by the bank, to progress the instruction:

- *'If the Council add Cllr Michael Grimes as an Authorised Signatory in the "Add or remove individuals" section of the Natwest Bank's form, the Bank will update the Council's mandate accordingly for the accounts specified in the form's "About your business" section.*
- *The Bank is authorised to phone the individuals identified as "Call Back Contacts" to confirm or correct any instructions or information provided by the Council to the Bank.*
- *The current mandate will continue as amended.'*

Two signatories are required to authorise the instruction to the bank. Both have given permission for their contact details to be shared with the bank, as has Cllr Grimes.

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

787 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.

788 Next Meetings: Week of 1 August (P & GP Committee's Annual Inspection of Property); 31 August (Council)

POTENTIAL CONFIDENTIAL ITEM

789 Appointment of Cover Assistant – for discussion and approval (to follow)

OPEN TO THE PUBLIC AND PRESS

K Pilkington
(Clerk)