



TO ALL ELECTORS OF SHEVINGTON PARISH

PARISH COUNCIL MEETING

**WEDNESDAY 31 MARCH 2021 ~ 7:00 P.M.
TO BE HELD VIRTUALLY VIA MS TEAMS**

Please let the Clerk know if you intend to join the meeting by emailing clerk.shevingtonpc@yahoo.co.uk by Monday, 29 March so that you can be sent an invitation and joining instructions.

AGENDA

- 419 Apologies for Absence** – to receive apologies from Councillors.
- 420 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.
- 421 Matters Introduced by Members of the Public** - an opportunity for members of the public to ask questions or make observations.
- 422 District Councillors' Reports** – *for information only.*
To receive reports from District Councillors.
- 423 Minutes of the Last Ordinary Meeting of the Council (24 Feb 2021)**
- to consider, agree and approve the signature of the previously circulated Minutes by the Chairman as a correct record of the meeting. (enclosed)
- 424 Chairman's Report** - *for information only.*
- 425 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)
- 426 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**
 - **Audit, Governance & Standards Committee**
 - **Vicarage Lane Fields Developments**
 - **Friends of Shevington Memorial Park**
- 427 DRAFT Minutes of the Policy & General Purposes and Finance Committee Meetings (3 March 2021)** – to receive – *for information only* (enclosed)
- 428 Responsibilities of Forest Fold Tenants' Association**
– *for agreement* (to follow)
- This was a subject for discussion when Cllrs Bill McKnight and John Whiteley and the Clerk met with three members of the FFTA on 11 March.
Members are invited consider and agree the suggestions put forward.
- 429 Forest Fold Tenants' Association Administration Expenses**
– *for approval* (enclosed)
- Earlier this year the Council received a letter from the Secretary to the Tenants' Association Committee. The letter contained a request that the Parish Council set aside £175.33 in the Forest Fold Allotments budget for the Association's administration expenses to cover printer cartridges, paper, envelopes and postage. This was another subject for discussion when Cllrs Bill McKnight and John Whiteley and the Clerk met with three members of the FFTA on 11 March. Cllr Whiteley had prepared a short paper outlining an alternative suggestion, which was agreed in principle by the working party. Cllr Whiteley's paper is enclosed.
Members are invited to consider and approve the best option and virement.
- 430 Tree IMO Barry King** – *for approval*
- Appley Bridge in Bloom are planning to plant a cherry blossom tree in remembrance of the late Barry King - this is part of an RHS project to remember people having a link to 'In Bloom' who have died during the pandemic. They are prepared to buy either a standard tree (which would clearly need to be in the ground) or a bush type, the latter being suitable for planting in an extra-large planter. Their problem is: where to place it. A BinB would like to plant it at Forest Fold and they are seeking permission from the Parish Council to plant it either as part of the community orchard or in another part of the grassed areas near the raised beds. A BinB would also like to put a small plaque by the tree. The tree would be a flowering cherry.
Because the season for planting trees is coming to an end, this will have to done very shortly after this meeting, assuming permission is given.
Members are invited to consider the request and approve it.
- 431 Memorial Park Loan Application** – *for information* (to follow)
- At the February Council meeting some members asked if they would be able to see the information to be submitted to the MHCLG. This is will be circulated for information as soon as it is complete.
Members are invited to note the information.
- 432 Memorial Park Play Area SLA** – *for approval* (enclosed)
- The SLA with Wigan Council for the maintenance and inspections of the play area in Memorial Park – running from 1 April 2021 to 31 March 2022 - is enclosed. The cost is £774.35. The budget for 2021-22 includes £772 allocated for this, so, if the Parish Council approve the SLA, £2.35 will need to be vired from the 'Contingency' cost centre.
Members are invited to approve the SLA.
- 433 Clerk's Report** - *for information only* (to follow)
- 434 Financial Aid Applications** - *to receive for consideration / approval*
- **Shevington Recreation Ground Trust** (enclosed)
Members are invited to consider this grant application from the SRGT. The 'Recreation Ground Maintenance' cost centre has £3,000 allocated to it.

If the Council are minded to award the full amount applied for, a virement of £180 will need to be approved. As only £71 remain in the 'Contingency' cost centre, it is recommended that the £180 are transferred from the General Reserve.

- 435 **Asset Register 2020/21** – *for review and approval* (enclosed)
- 436 **Financial Risk Assessment 2020/21** – *for review and approval* (enclosed)
- 437 **Financial Monitoring Report** – *consideration and discussion* (to follow)
- 438 **Reserves 2021/22** – *for approval*

At their meeting earlier this month the Finance Committee made the following recommendations to the Council:

- (a) The Memorial Park Drainage Reserve should be renamed the Memorial Park Development Reserve.
- (b) The Car Park/Fence Reserve should be reduced to £4,000.
- (c) The Planning/Legal Reserve should be reduced to £2,000.

Members are invited to approve these changes.

- 439 **Payments, Income & Bank Balances** – *for approval* (to follow)
- 440 **Planning Applications** – *to consider for comment / receive updates.*
At the time of preparing this agenda there were no new applications to bring to the Parish Council's attention.
- 441 **Next Meetings:** 7 April (Policy & General Purposes Committee); 28 April (Council)

POTENTIAL CONFIDENTIAL ITEMS

- 442 **Forest Fold Allotment Plot Matters** – *for agreement* (enclosed)
- 443 **Appointment of Shevington Recreation Ground Trustee** – *for approval* (enclosed)
- 444 **Memorial Park Drainage** – *for consideration and approval* (enclosed)
- 445 **Memorial Park Paving** – *for consideration and approval* (enclosed)
- 446 **Forest Fold Pest Control Contract** – *for approval* (to follow)
- 447 **Crooke Park Litter Bin** – *for approval* (enclosed)

OPEN TO THE PUBLIC AND PRESS

K Pilkington

(Clerk)