



TO ALL ELECTORS OF SHEVINGTON PARISH

PC FINANCE COMMITTEE MEETING

WEDNESDAY 2 SEPTEMBER 2020 ~ 8:30 P.M. ~ TO BE HELD VIRTUALLY

Please let the Clerk know if you intend to join the meeting by emailing clerk.shevingtonpc@yahoo.co.uk by Monday, 30 August so that you can be sent an invitation and joining instructions.

AGENDA

1. **Apologies** – to receive apologies from Committee members.
2. **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.
3. **Minutes of the Last Finance Committee Meeting (3 March 2020)** - to consider, agree and approve the signature of the previously circulated Minutes by the Chairman as a correct record of the meeting. (enclosed)
4. **Quarterly Budget Monitoring** – *for review and approval* (enclosed)
Most budget cost centres are on line. The one exception is the 'Equipment' cost centre, which is showing a small overspend due to the purchase of a new laptop. As photocopier expenditure for the year is funded from this cost centre and funds will also be needed to pay for the software for the new laptop, it is necessary to reinstate the funds expended on the laptop through virement.
Members are invited to approve the virement of £417 from the 'Contingency' cost centre to the 'Equipment' cost centre.
5. **Christmas Decorations** – *for information and approval* (enclosed)
 - a. Wigan Council's Street Lighting department have confirmed that the cost of dressing the four Christmas trees and removing the lights after Christmas will

remain the same as in 2019 and most previous years. The information is enclosed.

- b. The costs associated with the column mounted motifs in Shevington will also be the same as in 2019. This will be the third and final year of the Parish Council's commitment to this project. The way forward will need to be considered in 2021.
- c. The Clerk was informed by the Street Lighting officer that some of the Christmas tree string lights that were purchased more than six years ago were no longer working and needed to be replaced. The technicians are in the process of checking the lights and will let the Clerk know how many strings need to be replaced. This will be an additional cost.
- d. The column wraparound garlands used in Appley Bridge and Shevington Moor will not incur purchase costs this year – just installation and removal costs. The Clerk is awaiting this information.
- e. Costs relating to the Christmas trees will be on the agenda for the Council meeting in September.

6. New Bin for Shevington Moor – for agreement

Shortly before lock-down there was a site meeting with potential Shevington Moor in Bloom volunteers outside Whiteacre Park. One of the matters discussed was the provision of a new litter bin to replace the current one provided by the Parish Council, as it is in poor condition and a request was made that the subject be put on the agenda.

Recently a resident reported that the bin housing outside the play area in Memorial Park was missing its internal litter liner (container) and litter was spilling out. The following day the Caretaker reported that he had found the litter scattered all over the park and had spent some time collecting it and disposing of it safely. Because there was no internal liner a plastic bin liner could not be fitted.

We are currently in the following position:

- A new bin is needed in Shevington Moor and
- A new container is need for the bin outside the play area – the external housing here is fairly new and in reasonably good condition.



The liner from the old bin could then be recycled to the bin In Memorial Park or a new liner could be purchased.

At a previous meeting in 2019 there was discussion about the possibility of introducing dual (litter/recycling) bins as old bins were decommissioned. In addition there would be an additional charge for emptying the bin.

Members are invited to agree the best way forward.

7. Removal of Dog Grid at Play Area – for approval

Members will recall that, following the recent ROSPA Report, the Council were asked to fund the cost of the removal of the dog grid from the principal play area. The Clerk has received a quotation from Playspaces to remove the dog grid and backfill the play area with play sand to match existing surface levels of play sand. Members are invited to approve the expenditure and approve a virement from the 'Expenditure Contingency' cost centre to the 'Memorial Park Play Area Maintenance' cost centre.

8. Online Banking Procedure – for approval (enclosed)

Enclosed is a proposed online banking procedure.

Members are invited to approve it.

9. Annual Inspection Risk Assessment – for approval (enclosed)

Members are invited to review and approve the risk assessment.

10. Financial Aid Applications – to receive/approve

11. Dates of Next Meetings: 30 September (Council);

7 October (Policy & General Purposes Committee)

OPEN TO THE PUBLIC AND PRESS

K Pilkington

Clerk to the Parish Council