

**Minutes of the Annual Meeting of Shevington Parish Council  
Held Wednesday 25 May 2022  
7:00pm – The Community Centre at Vicarage Lane Fields**

**Present:** Councillors William McKnight (Chairman), Michael Grimes, Vicky Galligan, Ira Whiteley and John Whiteley  
Three members of the public

**Officer in Attendance:** Mrs Krystyna Pilkington (Clerk)

**731 Election of Chairman**

A nomination was received for Cllr William McKnight.

**Resolved:** That Cllr William McKnight would serve as Chairman until the Annual Meeting of the Parish Council in May 2023.

**732 To Receive the Chairman's Declaration of Acceptance of Office**

Cllr William McKnight duly made and signed the Declaration of Acceptance of Office. The Clerk signed as witness to the declaration.

**733 To Elect the Vice-Chairman**

A nomination was received for Cllr Jessica Higham.

**Resolved:** That Cllr Jessica Higham would serve as Vice-Chairman until the Annual Meeting of the Parish Council in May 2023.

**734 Apologies for Absence**

Cllrs Mike Crosby and Chris Horridge

**735 Register of Interests**

Updated register of interests forms were received by the Clerk.

**736 Declaration of Interests**

None

## **737 Representatives to Outside Bodies**

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

**Resolved:** Cllrs Ira Whiteley, John Whiteley, Vicky Galligan and Christopher Horridge were appointed as the Council's representatives to Shevington & District Community Association, to serve until the Annual Meeting of the Parish Council in May 2023.

### **Shevington Youth Club**

**Resolved:** Cllrs John Whiteley, Ira Whiteley and John Ball were appointed as the Council's representatives to Shevington Youth Club, to serve until the Annual Meeting of the Parish Council in May 2023.

### **Shevington Recreation Ground Trustees**

**Resolved:** Cllrs Jessica Higham and Michael Crosby, Mr James Maloney, Mr Shane Currie and Ms Gilly Hodgkinson were appointed as Trustees of Shevington Recreation Ground, to serve until the Annual Meeting of the Parish Council in May 2023.

### **Shevington Patient Participation Group**

**Resolved:** Cllr M Grimes was appointed as the Council's liaison with the Patient Participation Group, to serve until the Annual Meeting of the Parish Council in May 2023.

### **Audit, Governance and Standards Committee**

The Council were 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 remained open, the decision was reviewed.

**Resolved:** The Council agreed to maintain the status quo.

## **738 Committees**

The constitutions and terms of reference of the Policy & General Purposes and Finance Committees were reviewed. No changes were made.

**Resolved:** The constitutions and terms of reference of the Policy & General Purposes and Finance Committees were approved.

## **739 Appointment of Co-opted Committee Members**

The nominations for co-opted membership of the Policy & General Purposes Committee were considered.

**Resolved:** Mr Brian Lomas, Mrs Eileen Longmore, Mr David Crook, Mr Piers (Charlie) Neve and Mrs Janet Brown were appointed as co-opted members of the Policy & General Purposes Committee.

## **740 Councillors' Attendances at Meetings 2021/22**

The record of members' attendances at meetings during the Municipal Year 2021/22 had been previously circulated and was received.

**Resolved:** The record of members' attendances at meetings during the Municipal Year 2021/22 was approved for publication.

## **741 Deeds & Instruments**

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

*Standing Orders were suspended.*

## **742 Matters Introduced by Members of the Public**

### **Mirror at Junction of Kilburn Drive with Shevington Lane**

It was reported that residents of the estate to which Kilburn Drive belonged had once again raised concerns about the dangers surrounding vehicular egress from the estate into Shevington Lane. A mirror had been fitted to a lamp post across the road from the junction to help motorists see on-coming traffic had mysteriously been removed. The sight lines for anyone turning out into Shevington Lane were obscured because of the junction was located on a bend and corner properties had shrubs and walls that were too tall. The situation was discussed. Dist Cllr Vicky Galligan agreed to submit a Member enquiry to find out what could be done to resolve the issues.

### **Parking on Footpaths in Shevington Lane**

It was observed that residents of Shevington Lane who did not have driveways were again parking on the wide footpaths. If cars were fully parked on the footpaths and there was not enough room for pedestrian and mobility traffic to pass, the activity was illegal and it was the responsibility of the Police to deal with it. If vehicles were partially parked on the footpaths, it became the responsibility of Wigan Council. The issues were discussed.

## **743 District Councillors' Reports**

The District Councillors' report was presented by Dist Cllr Vicky Galligan and was received. *See Appendix A.*

*Standing Orders were re-instated.*

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

The previously circulated Minutes were considered.

**Resolved:** That the Minutes of the Ordinary Meeting of the Parish Council, held on 27 April 2022, were approved as a true and correct record.

## **745 Chairman's Report**

Cllr Bill McKnight thanked everyone for re-electing him as Chairman.

## **746 Reports from Councillors**

### **Walking Day**

Cllr John Whiteley reported that volunteers from Shevington Methodist Church had agreed to host and serve the refreshments at the end of the Walk.

### **Shevington Fete**

Cllr Vicky Galligan reported that the Committee had secured grant funding, which had enabled them to book a number of artists. They had found that the cost of most things had increased. They were also appealing for volunteers.

## **747 Reports from Representatives**

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

There was no report.

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

The representative reported that the planters had been painted earlier in the week and the CVRA had been told that Moss Bank Nurseries would be planting them up in early June. He thanked the Parish Council for arranging this.

Arrangements had been made for meetings to take place on separate occasions between representatives of the CVRA and representatives of two different companies that had been invited to give presentations on the service they would provide with regard to the CCTV facility for the village.

On the first occasion the CVRA, Cllr John Whiteley and two residents who were vehemently opposed to the installation had attended, but the company representative had failed to keep the appointment. The second meeting had also failed to take place for similar reasons.

The representative of the CVRA informed the Council that the reservations about the CCTV project held by some residents were centred around the idea that Big Brother would be watching. The CVRA had tried to allay their concerns by explaining how CCTV surveillance, which could be provided either by Wigan Council or by a private company, worked.

The Council were advised that Mrs Janet Brown, prior to completing her term of office as a district councillor, had set aside £2,000 of Brighter Borough funding for the CCTV for Crooke Village. Dist Cllr Vicky Galligan agreed to ensure that this was honoured.

### **Shevington Youth Club**

Cllr John Whiteley told the Council that Rosemary Woolmer, who had been a member of the Youth Club Committee and had for many years run Shevington Luncheon Club, had died recently. Her funeral would take place on the following day.

### **Shevington Recreation Ground Trustees**

It was reported that the Recreation Ground had been subjected to earthquaking during the week to improve the drainage.

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

It was reported that new plants had on two occasions in May been stolen from the flower beds at the entrance to Memorial Park. On the second occasion the theft had been recorded on video by a surveillance camera on one of the properties on the other side of the road. The video had been sent to the Clerk, who had forwarded it to the Police.

### **Patient Participation Group**

An most recent information had recently been circulated to members.

### **Vicarage Lane Fields Developments**

The new defibrillator had been fitted and was available for use by the community.

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

In reply to a question the Clerk advised that, because of her recent work commitments in relation to end of year procedures, she had not been able to progress matters with regard to the drainage.

### **Forest Fold Tenants' Association**

It was reported that the defibrillator had been fitted.

## **748 DRAFT Minutes of the Policy & General Purposes Committee (4 May 2022)**

The DRAFT minutes of the Policy & General Purposes Committee meeting on 4 May 2022 were received.

## **749 Fly Tipping at Vicarage Lane Fields**

A report prepared by the Clerk outlining events surrounding fly tipping along the boundary of Vicarage Lane Fields with several properties in St Anne's Drive was received by the Council. Earlier in May the Council had received an informal notification from the Enforcement Officer that the responsibility for removing the fly tipping lay with the landowner and that, if it were not removed by the deadline given, formal proceedings would be initiated.

Quotations had been obtained from three contractors. In view of the urgent nature of the matter the Vice-Chairman and two other councillors were consulted and a decision was taken under delegated authority to award the contract to BDS Contracting Services, who had quoted £1,130.

The Clerk reported that BDS had let her know that they would remove the debris the following Tuesday. The Enforcement Officer had been made aware of this date.

When the presence of debris was originally reported to the Council it had been agreed that any rubbish would be removed and a letter would be sent to the residents of properties neighbouring the field informing them of what had happened and warning them that, if debris re-appeared, they would be charged for its removal.

The proposed text for the letter had been previously circulated and was considered.

**Resolved:** The text of the letter to be sent to residents of neighbouring properties was approved.

## **750 Grit Bin in Broadriding Road**

At the request of the Parish Council the Clerk had asked Wigan Council about the cost of adding rock salt to the half full grit bin in order to fill it completely. As Wigan Council did not give discounts for partially filling a bin, the officer responsible had suggested waiting until the bin was empty before ordering a refill, as this would be better value for money.

The way forward was discussed. The Clerk explained that Broadriding Road did not meet Wigan Council's criteria for the provision of a grit bin for use by residents and described the process involved in installing one using Brighter Borough funding several years ago.

**Resolved:** The grit bin would be removed once it was empty.

A brief discussion resulted in the vote being recorded.

**FOR:** Cllrs John Whiteley, Ira Whiteley, Vicky Galligan and Mike Grimes

**AGAINST:** Cllr W McKnight

## **751 Grass Matting for Memorial Park Play Area**

Wigan Council's Streetscene (Play Areas) section had provided the costings for installing grass matting at the top of the embankment slide and around the stepping logs. The cost would be **£427.28**.

Dist Cllr Mike Crosby had offered to support an application for Brighter Borough grant funding to pay for this. Unfortunately, parish councils were not eligible to apply for Brighter Borough funding. As part of the funding for the purchase and installation of the two items of play equipment had been secured through a grant made by Shevington & District Community Association, members considered whether one way forward might be to approach the CA and ask them if they would be willing to submit an application to Brighter Borough for the matting.

**Resolved:** Shevington & District Community Association would be approached to find out whether they would be willing to apply for a Brighter Borough grant to fund the installation of the grass matting.

The Clerk would write to the Chairman and the Secretary of the CA and Cllr John Whiteley would present the request at the CA meeting the following week.

## **752 No.635 Bus Route & Connection to Bus Provision in Wigan**

A resident of Shevington Vale had raised concerns with a member about the inadequate provision of bus services to and from the Vale after 6pm and lack of a connecting shuttle from Wigan bus station to Robin Park shopping precinct. A paper outlining the situation had been previously circulated and the issues were discussed.

The member had provided the resident with advice on how to catch a connection to Robin Park from the bus station and had informed them that bus services in Greater Manchester would soon be taken over by the GM Authority. In view of this forthcoming development the Council agreed that the matter would not be taken any further at this time.

### **753 Review of Standing Orders**

The Standing Orders were reviewed. No changes were made.

**Resolved:** The Standing Orders were approved.

### **754 Clerk's Report**

The Clerk's report was received. *See Appendix B*

### **755 Financial Aid Applications**

None

### **756 Post-Rollover Budget 2022-23**

The proposed Post-Rollover budget for 2022-23 was received. Cllr Mike Grimes observed that the reserves were now in much better shape than they had been in recent years. However, the Council would need to proceed with caution, as costs that had previously been quite stable could rise significantly due to the current rise in the inflation rate.

**Resolved:** The Post-Rollover budget for 2022-23 was approved.

### **757 Internal Audit Report 2021-22**

This item was deferred.

### **758 Period for the Exercise of Public Rights 2021-22**

The Clerk explained that the exercise of public rights was a period during which members of the public could ask to inspect specific documents relating to the previous financial year and advised the Council that they would need to agree the beginning and end dates of the period. By law the period had to include the first 10 working days of July.

The day before the beginning of this period certain documents must be published in a public place and specifically on the website.

**Resolved:** The Council agreed that the period for the exercise of public rights for 2021-22 would run from Monday, 13 June to Friday, 22 July 2022.

**759 Review of Internal Audit 2021-22**

This item was deferred.

**760 Appointment of Internal Auditor 2022-23**

This item was deferred.

**761 Review of Financial Risk Assessment & Internal Control**

The Financial Risk Assessment and the Internal Controls for 2021-22 were reviewed. A member observed that two of the columns on P.2 had not been completed.

**Resolved:** The Financial Risk Assessment and Internal Controls for 2021-22 were approved retrospectively, subject to the columns on P.2 being completed.

**762 Review of Financial Regulations**

Members reviewed the Financial Regulations. No changes were made.

**Resolved:** The Financial Regulations were approved.

**763 Payments, Income & Bank Balances**

The Income / Expenditure schedule for May was received. *See Appendix C*

**Resolved:** That the Accounts be approved, the cheques signed and internet transfers made in payment, due notice being given to the bank statements exhibited.

**764 Planning Applications**

None

**765 Next Meetings**

1 June (Policy & General Purposes and Finance Committees); 29 June (Council)

There being no further business, the Chairman closed the meeting at 8:20 pm.

**Chairman**