

**Minutes of the Meeting of Shevington Parish Council
Held Wednesday 28 September 2022
7:00pm – The Community Centre at Vicarage Lane Fields**

Present: Councillors William McKnight (Chairman), Jessica Higham, Christopher Horridge and John Whiteley
Eight members of the public

Officer in Attendance: Mrs Krystyna Pilkington (Clerk)

809 Apologies for Absence

Cllrs Ira Whiteley, John Ball, Mike Grimes and Mike Crosby

810 Declaration of Interests

Cllr Chris Horridge & the Clerk w.r.t. Item 830 (*personal*)

Standing Orders were suspended.

811 Matters Introduced by Members of the Public

Bins on the Recreation Ground

A resident reported that the previous Sunday morning the litter bins on the Recreation Ground had been so full that they were not just overflowing, but large amounts of refuse had been left beside them. Another resident reported that they had been emptied later the same day.

Fly Tipping Near the Baby Elephant

It was reported that two freezers, a settee and pieces of wood had been left on ground within the curtilage of the unused Baby Elephant restaurant. This was discussed. The Clerk was asked to report it to the enforcement officer.

Cllr John Whiteley joined the meeting.

Christmas Shop-Front Competition

Mrs Pam Powell, who had been invited to judge the competition once again, thanked the Parish Council for the invitation and said that she would be happy to accept. However, she asked if the awards could be presented soon after the results had been announced. She also asked if all participating businesses could be sent a 'Thank you' card for taking part. During the discussion she agreed that, if all participating businesses had their contribution acknowledged, she would not select any for a special commendation.

Memorial Park Play Area

A resident asked for an update with regard to progress with the development of the play area in Memorial Park. The consultation in relation to accessing a loan from the PWLB to pay for the drainage had taken place in 2020, but the resident wondered whether there was anything that could be done to make improvements without the drainage. The Chairman advised that the matter would be an agenda item at the Policy & General Purposes Committee meeting the following week.

Vicarage Lane Allotments Society

The representatives of the VLAS introduced themselves and explained their roles on the Committee. The Society's tenancy agreement had recently been updated and would be presented to the Policy & General Purposes Committee the following week.

812 Cutting the Use of Power Outside

Increasingly, many people had been introducing exterior lighting to their properties. They had been doing this for a variety of reasons. People were now living in a time when the cost of energy has been increasing dramatically. A member of the public had written to ask the Parish Council to discuss ways in which the use of power outside could be cut and how residents could be encouraged to do this.

There was a brief discussion during which members of the public present were consulted. The consensus was the only action the Parish Council could take was to encourage the general public to consider the impact of the amount of energy they used on the environment. After that it was up to individual members of the public to make their own decisions.

813 District Councillors' Reports

There were no district councillors present.

Standing Orders were re-instated.

814 Minutes of the Last Ordinary Meeting of the Council (31 August 2022)

The previously circulated Minutes were considered.

Resolved: That the Minutes of the Last Ordinary Meeting of the Parish Council, held on 31 August 2022, were approved as a true and correct record.

815 Chairman's Report

Proclamation of the Accession of King Charles III

The Chairman reported that it had been an honour and a privilege to read out the Proclamation of the Accession of King Charles III during the ceremony held in Shevington Memorial Garden on Sunday, 11 September 2022. Seventy residents had attended to witness the proclamation. The last time this had happened was over 70 years ago. Cllr McKnight thanked the Council for allowing him this privilege.

WhatsApp Group

The Chairman expressed concern that he had recently discovered that a WhatsApp group had been set up a couple of years ago for use by parish councillors without having first been discussed or approved by the Council. Moreover, only some councillors were members of the group. When the use of social media accounts by the Council had been discussed in 2020 (Minute 127) only the Facebook page had been approved. At the time several members had reservations about the possibility of social media accounts being misused. The Chairman advised members that social media accounts should not be set up in the name of the Parish Council without prior discussion and approval at a formal Council meeting.

816 Reports from Councillors

There were no reports from councillors.

817 Inclusion of New Headings Under Reports from Representatives

At the last Parish Council meeting two suggestions were put forward with respect to the headings to be included under 'Reports from Representatives'. The suggestions were discussed briefly.

- (a) **Resolved:** That 'Shevington Fete' should be included as a report heading under the above section.
- (b) **Resolved:** That 'Vicarage Lane Allotments' should be included as a separate report heading under the above section.

818 Reports from Representatives

Shevington & District Community Association

The representative reported that the CA had recently secured just under £10,000 in grant funding from the National Lottery. This would be used to:

- purchase and fit four new benches (suggestions for their potential locations were invited),
- purchase 10 new tablets for use by people who are housebound,
- purchase and install an activity shed plus equipment,
- support the seated yoga sessions being held at Shevington Youth Club,
- support another film programme.

A course of six sessions in digital learning would begin on Tuesday, 1 November.

Defibrillator training will be provided at Appley Bridge Community Centre at 12 noon on 27 October. There was a suggestion that a list of defibrillators in the area should be compiled and included in a future newsletter. The Clerk advised that this had been done not very long ago, but the list might need updating.

Crooke Village Residents' Association

The representative reported that the Crooke Hall Inn had recently held a successful Beer & Music Festival. Many people had attended and for three days the pub had served a menu consisting of Thai food. The representative had provided the Clerk with a selection of dates in October when he was available to join members on the annual inspection of Crooke Village and Otters Croft wood.

Shevington Youth Club

It was reported that the organisation helping with the Senior Youth Club on Fridays had withdrawn their services on the grounds that there was insufficient bad behaviour on the part of young people in the Parish to warrant their having a presence in the area.

Shevington Recreation Ground Trustees

The representative reported that the SRGT had held a meeting on 7 September. However, because of family commitments, she had not been able to attend.

Vicarage Lane Allotments

The VLAS had held a very successful Open Day in August. As a result many enquiries had been received about the availability of plots, new tenants had joined the site and a waiting list was now in operation. The Society now had a robust enforcement procedure with regard to dealing with tenants who were not cultivating their plots.

There were no reports from

'in Bloom' Groups

Patient Participation Group

Vicarage Lane Fields Developments

Friends of Shevington Memorial Park

Forest Fold Allotments Tenants' Association and

Shevington Fete

819 Draft Minutes of the Policy & General Purposes and Finance Committees (7 September 2022)

The draft minutes of the Policy & General Purposes and Finance Committee meetings on 7 September 2022 were received.

820 Storage of Trailers at Forest Fold Allotments

One or two of the plot holders at Forest Fold stored small trailers on their plots. These were not being used for commercial purposes – they were purely for personal use. The FFTA had asked for clarification of the Parish Council's policy in relation to this activity.

This was discussed briefly.

Resolved: Each plot holder was permitted to store one small trailer on their plot, as long as the trailer was for personal use only.

821 Christmas Lighting

It was reported that the Council were currently in the second year of a two-year hire agreement with regard to the lamp post motifs for the centre of Shevington. This was a firm commitment made in 2021. The cost of hiring the motifs (which included storage, testing for safety and function, installation and removal) from a company called LITE for a year was £3,042.50. During the discussion a couple of members suggested that this would have to be reviewed the following year.

Quotations for other costs relating to Christmas lighting had been received from Wigan Council's Street Lighting section and were considered. They were the same as in 2020 and 2021.

Some concerns were expressed about the volume of festive lighting being provided by the Parish Council and its impact on the current energy crisis. They were discussed. The Clerk advised that most of the lights were on timers, which would be set to switch the lights on from 3pm until 11pm daily. She reported that she had been told that the total cost of the electricity used would be approximately £40 for the entire provision over the festive period of six weeks.

Resolved:

The quotations of

1. £1,100 for installing and removing 5 lamp post garlands in Appley Bridge and 6 in Shevington Moor and
2. £2,508.22 for dressing four Christmas trees at the end of November, removing the lights in early January, testing the lights for function and safety, connection to and disconnection from the street lighting system

provided by Wigan Council were approved.

Wigan Council's Street Lighting officer had also confirmed that Wigan Council would be contributing £1,100 towards the above costs. The net costs relating to the above Christmas lighting would be £5,550.72.

822 Winter Gritting

The quotations for Winter gritting and snow clearance for 2022-23 had been received and was discussed. The service was offered on a call-out basis, whereby the team only came out on request. Snow clearing was done after the event, while gritting could be carried out in anticipation of the event.

Resolved:

- (a) The quotation of £136.27 per visit from Envirocare MS Ltd for winter gritting of footpaths in the Memorial Park and Garden and Gathurst Lane car park was approved.
- (b) The quotations of £173 for the initial hour (and £90 for each subsequent hour) per visit from Envirocare MS Ltd for snow clearing of footpaths in the Memorial Park and Garden and Gathurst Lane car park were approved.

823 Remembrance Sunday Arrangements

It was reported that the following arrangements had been made since the Policy & General Purposes Committee meeting on 7 September:

- Permission for Cllr Mike Grimes to lay a wreath at the War Memorial at Appley Bridge had been sought from Wrightington Parish Council – confirmation was awaited.
- The uniformed groups, who were responsible for several functions during the Service had confirmed that they would be attending. A named Scout leader would be in charge of the raising and lowering of the flag and of supervising the order of procession from AB Hardware to the Memorial Garden. The attendance of the band had yet to be confirmed. Mr Charlie Neve would work with the named Scout leader with regard to supervising the order of procession.
- The same trumpeter would be playing as in 2021.
- Cllr Chris Horridge would transfer 'Our Tommy' from Shevington Library to the Memorial Garden.
- Parish Council staff would be undertaking the same roles as they did each year.

A member advised that services would be held at both St Anne's Church and Shevington Methodist Church after the short service at the War Memorial. It was agreed that either Cllr John Whiteley or Cllr Chris Horridge would lay the wreath at the Miners' Memorial outside St Anne's Church.

824 Platinum Jubilee Planting

Earlier in the year the Parish Council had agreed to purchase four trees which would be planted to commemorate the late Queen's Platinum Jubilee. The time to plant the trees would soon be here. It was too early to obtain prices for the trees from the supplier, but the next steps were briefly discussed. Mr Charlie Neve agreed to contact Mr Mike Thomas to establish his availability with regard to collecting the trees once they had been ordered. Other details would be considered once the price of the trees was known.

825 Clerk's Report

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

826 Financial Aid Applications

Shevington Sharks Under 8s

An application for a grant towards the cost of kits for the Under 8s had been submitted and was discussed.

Resolved: The Council approved a s137 grant of £300 towards the cost of new kits for the members of the Shevington Sharks Under 8s team.

827 Payments, Income & Bank Balances

The Income / Expenditure schedule for September was received. *See Appendix B*

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

Virements

The 'Allotments' cost centre had shown an overspend of £132 at the beginning of September. This was because the pest control contracts for 2021-22 and 2022-23 had been invoiced in April and June respectively and had both been settled in 2022.

After September's expenditure it would be showing a total overspend of £177. The additional £45 was due to the raised bed allotments' contribution to waste management in September. The skip provided in the Autumn was likely to cost approximately £300, resulting in a projected overspend of £477 in this cost centre. The 'Allotments' reserve currently stood at £436.

Resolved: To balance the overspend, virements of £436 from the 'Allotments' reserve and £41 from the 'Contingency' cost centre to the 'Allotments' cost centre were approved.

The 'Allotments' reserve was reduced to zero.

828 Planning Applications

There were no relevant planning applications to bring to the attention of the Council.

829 Next Meetings

5 October (Policy & General Purposes Committee); 26 October (Council)

CONFIDENTIAL ITEM

Resolved: That, in view of the confidential nature of the business about to be transacted, it was advisable in the public interest that the press and public be excluded and they were instructed to withdraw.

The members of the public left the meeting.

830 Forest Fold Plot Holder Issues

Reports on the condition of several plots was discussed.

Resolved: The Council agreed that the enforcement procedure should be implemented in relation to the plots identified in the report.

There being no further business, the Chairman closed the meeting at 8:35 pm.

Chairman