

**Minutes of the Meeting of Shevington Parish Council
Held Wednesday 30 November 2022
7:00pm – The Community Centre at Vicarage Lane Fields**

Present: Councillors William McKnight (Chairman), Christopher Horridge, John Whiteley, Ira Whiteley, Michael Grimes and John Ball
Fourteen members of the public

Officer in Attendance: Mrs Krystyna Pilkington (Clerk)

853 Apologies for Absence

Cllrs Mike Crosby and Jess Diggle

854 Declaration of Interests

None

Standing Orders were suspended.

855 Potential Liabilities for Taylor-Wimpey Estate Residents

The Chairman welcomed Mr Peter Schickhoff-Brown and his team, who made a presentation about the potential liabilities and obligations of the residents of the Taylor-Wimpey estates in Shevington in connection with their membership of “The Woodlands at Shevington Management Company Limited”. Mr Schickhoff-Brown had carried out extensive research into the matter on behalf of a friend who had wished to purchase a home on one of the estates and he explained the legal position of the residents with regard to the company. He advised those residents present of their rights and how they could proceed.

Mr Schickhoff-Brown had raised the issues with Wigan Council and had supplied them with both the evidence that he had gathered and the supporting documentation. Despite numerous written requests being submitted for clarification and the further information that he needed, neither Wigan Council nor Taylor-Wimpey had offered any assistance.

On 27 June 2019 Minute 39 (Reports from Councillors) stated:

“It was reported that a resident of one of the Taylor Wimpey estates had raised concerns that all owners of property on the two estates paid an annual fee to a company which was responsible for the upkeep of the protected woodland and the communal areas associated with the estates and then, if the company determined that work needed to be carried out, the residents received another invoice for the work in question. This was discussed and it was agreed that, until the Parish Council had seen a copy of the residents’ agreement with the company and had been provided with tangible information about what was happening, there was nothing that could be done.”

Tangible evidence and supporting documentation in relation to the obligations of the residents of the two estates had now been shared with the Parish Council by Mr Schickhoff-Brown, who asked that the Parish Council take the following action:

“To formally refer this matter to Wigan Council, with the objective of establishing whether there is full and proper compliance and implementation in place for the legal and financial requirements of the Section 106 Deed, which the Council entered into with Taylor Wimpey UK Limited, regarding, inter alia, the "Open Spaces" and "The Woodland Management Plan" and if a plan is not in place a to explain in writing why such is not in place and what action is proposed to ensure that full and proper compliance and implementation will be addressed.

- This being necessary for the protection of "the Woodland" in accordance with the "Woodland Management Plan" and*
- For the protection of the residents to ensure that there is compliance with the Council's Planning conditions and for the legal and financial security of the legal Estate held by the individual residents.”*

The issues were discussed at length.

Standing Orders were reinstated.

Resolved: The Council agreed that the Clerk would submit a formal enquiry to Wigan Council.

Mr Schickhoff-Brown and his team were thanked for their presentation and left the meeting.

Standing Orders were suspended.

856 Matters Introduced by Members of the Public

There were no matters introduced by members of the public.

857 District Councillors' Reports

Two reports were received from the District Councillors. *See Appendix A*

Standing Orders were re-instated.

858 Minutes of the Last Ordinary Meeting of the Council (26 October 2022)

The previously circulated Minutes were considered. A member observed that, while he had been recorded as having withdrawn from the meeting at one point, he had not been recorded as having re-joined the meeting. The Clerk advised that this would be rectified.

Amendment to the Minutes:

'Cllr Mike Grimes re-joined the meeting.' would be inserted between Items 840 and 841.

Resolved: That, subject to the above amendment, the Minutes of the Last Ordinary Meeting of the Parish Council, held on 26 October 2022, were approved as a true and correct record.

859 Chairman's Report

The Chairman observed that the Council's PA system had failed on Remembrance Sunday. In view of this the possibilities would need to be looked into and the way forward would need to be agreed.

860 Reports from Councillors

Continuing Issues with Residents Driving Over Grass Verges

A member reported that the matter of residents of specific properties driving over and / or parking on grass verges continued to create issues. A Co-opted Committee member reminded the Council that the District Councillors had been asked to find out if any of the residents in question had applied for permission to create driveways, but so far there had been no update on this.

861 Reports from Representatives

Shevington & District Community Association

Twelve people had attended the meeting. It had been reported that the folders being compiled by Elaine Ellams would now be accessible at six different locations, two of which would be in Appley Bridge.

Crooke Village Residents' Association

The representative reported that:

- The Christmas Lunch for the Over 60's would be taking place once again at the Crooke Hall Inn.
- There was no further news from its new owners about their plans for the green open space at the side of the Crooke Hall Inn.

At the request of Cllr Ira Whiteley a vote of thanks to Mr Mike Thomas and Mr Charlie Neve for collecting the Platinum Jubilee trees from the suppliers and planting the tree on Crooke Green and to Cllr Chris Horridge and his team for planting the other three trees was recorded.

Cllr Chris Horridge reported that the trees had been extremely heavy and difficult to manage. He was supported in this by Mr Neve. It was recommended that in future tree planting should be carried out by professionals who had all the necessary equipment.

Patient Participation Group

Cllr Mike Grimes reported that he had been invited to attend the AGM in January with a view to becoming a member. It had been agreed that, in doing so, he would represent the Parish Council.

Friends of Shevington Memorial Park

There was nothing to report.

In reply to a question about progress with the development of the park a member was advised that the Council had agreed a five point plan. However, there could be no further progress until the issue relating to the disposal of the surface water had been settled.

Shevington Fete

The Fete would go ahead on Saturday, 17 June 2023 and the first planning meeting would be held on a date in January.

There were no reports from

Shevington Youth Club

Shevington Recreation Ground Trustees

'in Bloom' Groups

Vicarage Lane Fields Developments

**Vicarage Lane Allotments
Friends of Shevington Memorial Park and
Forest Fold Allotments Tenants' Association.**

**862 Draft Minutes of the Policy & General Purposes and Finance
Committees (2 November 2022)**

The draft minutes of the Policy & General Purposes and Finance Committee meetings on 2 November 2022 were received.

863 New Code of Conduct Consultation

Wigan Council's Audit, Governance and Standards Committee were currently consulting about the proposed new Code of Conduct. Several documents had been circulated for members to read approximately a month earlier. Members had read the documents and noted their contents. The Council agreed that there was very little difference between the old Code of Conduct and the new one that had been proposed by Wigan Council's Working Group.

The Clerk was asked to write to the Deputy Monitoring Officer, who was leading the Working Group, to let her know that the Council would be happy to support the proposed new Code of Conduct.

864 New Councillors' Welcome Pack

In May 2023 the terms of office of all parish councillors would end and, if they wished to continue, members had to put themselves forward for election. Councillors could not formally put themselves forward for election until the elections were called. Successful candidates were usually provided with an information pack. The list of documents proposed for inclusion in the pack was reviewed.

Resolved: The following would be included in the welcome pack:

- Standing Orders
- Financial Regulations
- Code of Conduct
- Guidance on how to complete the Register of Interests form
- Register of Interests form – for completion
- Declaration of Acceptance of Office form – for completion
- Email permissions forms – for completion
- Roles & Responsibilities
- Privacy Statement
- Map of the Parish of Shevington

865 PA System

Most things on Remembrance had gone to plan. Unfortunately, the Council's very old PA system, which had been checked by the caretaker earlier in the week and found by him to be working, had let the Council down. After the service there had been significant resolve amongst those present that the Council should acquire a new system.

There are a couple of options available to the Council:

- a) To purchase a new system or
- b) To hire a system (plus professional operator) when needed.

Costs of both options needed to be explored and the Clerk was instructed to do this. The Clerk advised that option b) might not be feasible, as there would be significant competition for this service on Remembrance Sunday.

866 Appointment of External Auditor 2022-23 to 2026-27

The Council have been informed that SAAA had appointed PKF Littlejohn LLP as the external auditor to parish councils in Lancashire, Greater Manchester and Merseyside.

Resolved: The Council approved the appointment of PKF Littlejohn LLP as the external auditor for the Parish Council.

867 Clerk's Report

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

868 Financial Aid Applications

None

869 Donation to Shevington Scouts

Everyone who attended the Remembrance Service could not have been anything but impressed by the drumming provided the Scouts' Band. A member proposed that their annual contribution should be recognised in some way by the Parish Council. The proposal was that a donation should be made to the 1st Shevington Scouts in recognition of their contribution. This was discussed.

Resolved: The Council approved a donation to the 1st Shevington Scouts of £75 in recognition of the contribution of their band to the Remembrance Day Service. To cover the donation a virement of £75 from the 'Contingency' cost centre to the 'Chairman's Allowance' cost centre was also approved.

870 Payments, Income & Bank Balances

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

A member observed that there was an error among the figures in the calculation of the estimated balance c/f on 30 November 2022. The Clerk informed the meeting that the figure for the total spent in November was correct. She would look into the error and correct it before publishing the approved document.

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

871 Planning Applications

None

872 Places for Everyone

Nine of the metropolitan boroughs in Greater Manchester had now submitted the Places for Everyone plan to the Secretary of State for Levelling Up, Housing and Communities. The plan had been submitted together with all the supporting documents, background evidence, and representations received during the final stage of public consultation, which had taken place from 9 August to 3 October 2021. The Council noted that no modifications had been considered necessary prior to submission. Therefore, the Submission Plan remained unchanged from that published under Regulation 19 in August 2021.

The Secretary of State had appointed William Fieldhouse BA(Hons) MA MRTPI, Louise Gibbons BA(Hons) MRTPI and Steven Lee BA(Hons) MA MRTPI to hold an independent examination of the Places for Everyone Joint Development Plan Document and the Planning Inspectorate began hearings in relation to Greater Manchester's regional masterplan earlier in November.

The hearings on Places for Everyone were being live-streamed and would run through to March 2023. They would provide around 25 individuals and organisations with a chance to speak on the scheme.

If the Plan passed this hurdle – and succeeded in being adopted by the local councils – it would go on to inform development in Bolton, Bury, Manchester, Oldham, Rochdale, Salford, Tameside, Trafford and Wigan through to 2037. This included outlining how the region would meet housing targets and maintain a five-year land supply of housing sites.

Places for Everyone was viewed by its creators and supporters as the most effective plan to build good, affordable, net-zero homes, to support industrial innovation and good jobs, to protect and enhance our green spaces, and generate inward investment into our city-region. It would enable local authorities to continue delivering on their brownfield-first approach to development and meeting their housing targets, with support from the government's Brownfield Housing Fund. The submitted Places for Everyone plans could be found online at greatermanchester-ca.gov.uk.

The Council noted the above information.

873 Dates of Meetings 2023

The proposed dates of meetings for 2023 had been previously circulated. They followed the same pattern as in 2022. The exceptions were the meetings for May. Because it was an election year the Council would be in the pre-election period (purdah) until after the elections, which were due to be held on Thursday, 4 May 2023. In view of this there would be no Policy & General Purposes Committee meeting in May and the Annual Meeting of the Council had to take place at the latest 14 days after the date of the elections. However, there would be an Extra-Ordinary Meeting of the Full Council on Tuesday, 2 May to approve the minutes of the Full Council meeting in April.

There was a brief discussion about whether it was necessary to hold both the November and December Council meetings as well as the two Committee meetings that fell in December. The

Council considered whether any of them could be omitted and decided that the status quo would be maintained.

Resolved: The proposed dates of meetings for 2023 were approved.

874 Next Meetings

7 December (Policy & GP and Finance Committees); 14 December (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.

The Clerk withdrew from the meeting.

875 NJC National Pay Award

NALC had informed parish councils that the National Joint Council had agreed the new rates of pay applicable from 1 April 2022. These were inflation (not merit) related increases. The information supplied was discussed.

Resolved: The Council approved the pay award agreed by the NJC. It would apply to all current staff immediately and be back-dated to 1 April 2022. It would also apply to former staff who had been on the payroll at any time during the year to date.

Resolved: To cover the overspends created by the pay award the following virements were approved:

- £1,236 from the Contingency cost centre to the 'Caretaking Salaries' cost centre;
- £770 from the Contingency cost centre to the 'Clerk's Salary' cost centre;
- £102 from the Contingency cost centre to the 'Employer's NIC' cost centre.

This would leave a balance of £2,225 in the Contingency cost centre.

The Clerk was invited back into the meeting and informed of the Council's decision. She was asked to ensure that all staff received their backpay before Christmas.

876 Member's Attendance at Meetings

This item was withdrawn.

There being no further business, the Chairman closed the meeting at 9:03 pm.

Chairman