

**Minutes of Shevington Parish Council Meeting
Held Wednesday 16 December 2020
7:00pm – Virtual Meeting**

Present: Councillor Ira Whiteley (*Chairman*), Cllrs William McKnight, Christopher Horridge, Jessica Higham, Michael Grimes and John Whiteley
2 members of the public

Officer in Attendance: Mrs Krystyna Pilkington (Clerk)

353 Apologies for Absence

Cllrs John Ball, Victoria Galligan and Michael Crosby
Dist Cllrs Paul Collins, Marlaine Whitham and Janet Brown

354 Declaration of Interests

Cllr William McKnight w.r.t. Items 368 (*personal*) and 376 (*DPI*)

Standing Orders were suspended.

355 Matters Introduced by Members of the Public

Baby Elephant

A member of the public raised an issue about the ever increasing amount of litter that was appearing in the grounds of the Baby Elephant restaurant. Its current ownership and the owner's plans were unknown. No one appeared to be dealing with the litter.

Standing Orders were re-instated.

356 Christmas Shop-Front Award

The Clerk had received the report from the judge, Mrs Pam Powell, and announced the winners and those awarded commendations.

Resolved: The Council approved the following:

1st Prize – Elizabeth Ann Hairdresser (Shevington Moor)

2nd Prize – Wigan Hospice Shop

3rd Prize – Carlton & Stanley Opticians

Special Commendations – Shevington Village Kitchen, Derbyshire & Co, Hair Couture, Cut & Dried (Shevington Vale) and Muffin Man

The Clerk would write to Mrs Powell to thank her for judging the windows.

357 District Councillors' Reports

There were no reports from District Councillors.

358 Minutes of the Last Ordinary Meeting of the Council (25 November 2020)

The previously circulated Minutes were considered.

Amendments to Minute 336

The Late Barry King

Replace "...simple civil servant..." with "...knowledgeable local council officer..."

Remembrance Sunday

Add "Cllr C Horridge was also present." after the last sentence.

Resolved: That, subject to the above amendments, the Minutes of the last Ordinary Meeting of the Parish Council, held on 25 November 2020, were approved as a true and correct record.

359 Chairman's Report

The Late Barry King's Funeral

The Chairman reported that she and Cllr John Whiteley had represented the Parish Council at Barry King's funeral on Friday, 11 December at Charnock Richard Crematorium. Cllr Chris Horridge had also attended, as had Cllr Vicky Galligan, who had represented Shevington & District Community Association. Representatives of other groups of which Barry had been a member had also attended – there were thirty people present altogether.

Cllr John Whiteley had spoken about the Barry that the Parish Council knew. However, through talking to others present, they had discovered that he had been quite a complex personality and had had many interests.

360 Reports from Councillors

Christmas Tree Lights in Shevington

Two members reported that they had driven past the Christmas tree in the centre of Shevington separately (one at 8 am and the other at 3 pm) that day and had noticed that the lights had not been switched on despite the fact that the Street Lighting Department at Wigan Council had been asked to arrange for them to be switched on daily from 8 am until 11 pm. They had been asked to arrange this nearly two weeks ago, but they were still only coming on at about 4:30 pm. The Clerk reported that she had been in touch on a number of occasions with the Street Lighting Officer about this, but to no avail. The last time had been on that afternoon, when he had assured her that this should have been dealt with earlier in the day and that he would personally go out to attend to them.

361 Reports from Representatives

Shevington & District Community Association

There was no report.

Crooke Village Residents' Association

There was no report.

Shevington Youth Club

Members were reminded that there would be an online Quiz Night on Saturday evening in aid of Shevington Youth Club funds. It was being held via MS Teams. Entry was £5.

Shevington Recreation Ground Trustees

There was no report.

'in Bloom' Groups

There was no report.

Patient Participation Group

The representative reported that he had one email to forward to the Clerk for circulation. The email was in connection with Shevington Surgery opening times over the Christmas period.

It was also reported that, in order to relieve pressure on the Surgery over the Christmas and New Year periods, everyone on a repeat prescription would be receiving a double amount.

Covid-19 vaccination sessions at Robin Park had begun. People who had attended that day had experienced long waits in the queue.

Audit, Governance & Standards Committee

The last meeting had been a very short one. It had been reported that the Committee had received two complaints against two District Councillors.

Vicarage Lane Fields Developments

There was no report.

Friends of Shevington Memorial Park

There was no report.

362 DRAFT Minutes of the Policy & General Purposes & Finance Committees (2 December 2020)

The DRAFT Minutes of the Policy & General Purposes and Finance Committee meetings held on 2 December 2020 were received.

Cllr Mike Grimes reported that he had passed his suggested amendments to the Community Engagement Policy on to Cllr Vicky Galligan. She had agreed to incorporate them into the document. The Clerk advised that it would be presented again to the Policy & General Purposes Committee in February.

363 Review of H&S Risk Assessments

The H&S risk assessments were reviewed.

On the Memorial Park Play Area risk assessment the mitigating action recommended with respect to the risk of Covid-19 was the disablement of play equipment and closure of the play areas. A member asked why, in that case, were the play areas open? The Clerk replied that they were open because government guidelines at the present time did not require them to be closed. In addition, because of the design of the play areas, it was virtually impossible to keep older, unaccompanied children out.

In reply to a question from the Chairman the Clerk confirmed that Shevington in Bloom had been consulted over the risk assessment carried out for their work as volunteers on Parish Council property.

The likelihood of an event taking place and its impact were no longer categorised as 'High' 'Medium' or 'Low, but were now assigned a score and a risk score was calculated by multiplying the two scores together. On the suggestion of a member it was agreed that the impact of some events in connection with tree branches should be given a score of 3, thereby resulting in a risk score of 6.

Members discussed the frequency with which the trees should be inspected by an arboriculturalist. It was agreed that the Clerk would seek the advice of the Council's insurers and of the Trees & Woodlands Officer.

Resolved: The H&S risk assessments were approved.

364 'No Horse Riding' Signs in Memorial Park

It had recently been reported that there had been an altercation in Memorial Park between a horse rider and a pedestrian. The horse rider had not been aware that horses were not allowed in the park and, on seeing the rider, the pedestrian had remonstrated with her. The suggestion that 'No Horse Riding' should be installed was discussed. It was agreed that, as incidents of horse riding in the park were relatively infrequent, there was no need to introduce notices of this nature. However, a notice advising people of this would be inserted in the January newsletter.

365 January Newsletter

Further topics for inclusion in the January edition of the newsletter were discussed.

Resolved: The following additional items were agreed:

- Recreation Ground Trustee Vacancy
- Tech Mates / Digital Inclusion.

Resolved: The text for the January newsletter would be approved by the Finance Committee.

366 Memorial Park – Loan Consultation

The previously circulated draft of the text for the consultation leaflet about the degree to which residents were willing to support the Memorial Park project was discussed. The principal focus of the discussion was the nature of the questions posed, the way they were phrased and the impact they had on each other. A Word version of the document would be emailed to Cllr Mike Grimes so that he could introduce suggested alterations. A map of the drainage would be included in the leaflet.

It was suggested that distribution of the leaflet should be via the same methods as those used to distribute the newsletter. Methods of collecting responses were discussed. The cost of returning replies via FREEPOST would be investigated and the possibility of setting up designated collection points at several locations in the Parish would be explored.

The contents of the leaflet and methods of collecting replies would be finalised by the Finance Committee in January.

367 Royal Humane Society Nomination

Three documents providing information about the Royal Humane Society awards for individuals had been previously circulated for members' information. Members considered whether it would be appropriate to make a nomination.

Resolved: The Chairman would prepare a report for the nomination.

368 Meeting with Wigan Council Officers

The Council had a virtual meeting arranged with Wigan Council's senior officers on Monday, 18 January at 2pm and had been asked to propose items for the agenda. This was discussed.

Resolved: The Parish Council were of the view that, because of the additional workload created by the Covid crisis, one meeting a year was quite sufficient and asked the Clerk to share this information with the Democratic Services Manager. In the event of a major matter arising, the Parish Council would seek to arrange a meeting.

369 Clerk's Report

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

The reply from the Environment Agency to the Clerk's FOI enquiry about the Water Abstraction Licence application relating to East Quarry submitted by Maybrook Investments was discussed. It was agreed that the Clerk would write to Mrs Katie Juckes to let her know about the developments and that the possibility of sending a complaint to the Ombudsman would be an agenda item at a future Council meeting.

370 Financial Aid Applications

- **Donation for Christmas Gifts for Young Veterans**

During the Policy & General Purposes Committee meeting on 2 December a member of the public reported that she had earlier in the day returned from a visit to Wigan Armed Forces Hub. Twenty young veterans had booked to join a Christmas lunch at the Hub. Because of their experiences, the mental health of these veterans was critical and the member of the public had wondered if there was a way in which funding could be provided to buy a Christmas present to give to each of them to open while they were at the lunch to make them feel appreciated.

This was discussed.

Resolved: Members approved a donation of £100 from the Chairman's Allowance.

- **Donation for St Anne's Churchyard Upkeep**

Resolved: Members approved a donation of £600 towards the costs of the upkeep of St Anne's Churchyard.

371 Payments, Income & Bank Balances

The Income / Expenditure schedules for November / December were 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.

372 Planning Applications

There were no new planning applications to bring to the Parish Council's attention.

373 Next Meetings

6 January (Finance Committee); 20 January (Council)

CONFIDENTIAL ITEMS

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.

374 Memorial Park Treeworks

Quotations for treeworks in Memorial Park were received and discussed.

Resolved: The Council awarded the contract (*valued at £4,510*) to Working Woodlands.

A member asked for a recorded vote.

FOR: Cllrs I Whiteley, J Whiteley, Higham and Horridge

AGAINST: Cllrs Grimes and McKnight

375 Memorial Park Grounds Maintenance Contract

Quotations for two alternative contracts were considered – one being the standard contract in the event that no drainage works would take place during 2021 and the other for a reduced service level in the event that drainage works did take place.

Resolved: The alternative contracts (*to the value of £3898.44 for the standard contract*) were awarded to Envirocare MS Ltd. The reduced service level agreement would be charged out on a per function basis during the period of the drainage works.

376 Litter Collection Contract

The award of this contract was deferred pending the receipt of comparative quotes from other contractors.

The Chairman thanked all councillors and Parish Council staff for their commitment and support of the Council over the past year, particularly throughout the pandemic. She wished everyone a very Happy Christmas and good health for the New Year.

There being no further business, the Chairman closed the Meeting at 8:42 pm.

Chairman