

**Minutes of the Meeting of Shevington Parish Council
Held Wednesday 27 April 2022
7:00pm – The Community Centre at Vicarage Lane Fields**

Present: Councillors William McKnight (Chairman), Christopher Horridge, Michael Grimes, Vicky Galligan, John Ball and John Whiteley
Dist Cllr Janet Brown and three members of the public

Officer in Attendance: Mrs Krystyna Pilkington (Clerk)

Cllr John Ball addressed the Council and thanked them for their patience in relation to his issues over the past two years.

703 Apologies for Absence

Cllrs Michael Crosby, Jessica Higham and Ira Whiteley

704 Declaration of Interests

None

Standing Orders were suspended.

705 Matters Introduced by Members of the Public

None

706 District Councillors' Reports

The District Councillors' reports were received.

Dist Cllr Janet Brown reported:

Extra Time

A day of activities for the Over 50s had been arranged in partnership with Wigan Council and Wigan Athletic. It was being held at the Community Centre at Vicarage Lane Fields on Friday, 13 May from 10:45am until 2:15pm. The day would begin with refreshments and would include activities such as Walking Football, Rounders and a Beetle Drive.

'No Horse Riding' Sign

A small sign saying 'No Horse Riding' was to be installed at the entrance to the footpath across the road from Broadriding Road.

Play Equipment in Croke Park

The seat of the corkscrew play equipment had been assessed as being unsuitable and, consequently, had been replaced earlier in the day.

This was Dist Cllr Brown's last Parish Council report as a Wigan ward councillor. The Chairman thanked her for her service. He observed that she had been a very good ward councillor.

Dist Cllr Mike Crosby reported:

Wigan Council Boundary Review

The commission had been due to publish their final recommendations on ward boundaries on 3 May, but this had been delayed until 10 May. This led to a discussion about the rationale behind the proposed new name for the ward.

Grit Bin on Broadriding Road

Residents had confirmed that they wished the grit bin to remain. Once the Parish Council had made a decision the District Councillors would deal with the matter accordingly.

Standing Orders were reinstated.

Cllr John Ball asked to speak briefly about the CCTV provision referenced in the Clerk's Report to this month's meeting. He observed that, because of the activities that took place in the centre of Shevington, the way in which the provision was used needed to be carefully assessed.

707 Minutes of the Ordinary Meeting of the Council (30 March 2022)

The previously circulated Minutes were considered.

Resolved: That the Minutes of the Ordinary Meeting of the Parish Council, held on 30 March 2022, were approved as a true and correct record.

708 Chairman's Report

The Chairman reported that he and Cllr John Whiteley had attended Shevington Community Association meeting the previous evening to present Mr Jim Maloney with a Community Service Award from the Parish Council. Cllr Whiteley had delivered a good report about Parish Council activities and had taken a photograph after the presentation. It was a very enjoyable meeting and the Chairman hoped to attend again. He wished to thank the CA for their hospitality.

709 Reports from Councillors

Horses in Otters Croft Wood

Cllr Jess Higham had sent a short report. A resident had contacted her with information that horse riders were setting up and using jumps in Otters Croft Wood. Other members reported that they had not been contacted about this. This led to a discussion about illicit activities of certain groups in all local woodlands and the risks they posed to the general public, the wildlife, the structures and the trees.

The Chairman took the opportunity to inform the Council that Cllr Mike Grimes had prepared a Tree Management Plan that would be included on a future agenda for discussion and adoption once certain additional information had been obtained and included. Cllr Grimes explained the purpose of the Plan and gave a brief outline of what

needed to be done. The Clerk was asked to circulate the Plan to members to enable an informed discussion at the appropriate time.

A Co-opted Committee member reminded the Council about the damaged tree in Otters Croft Wood on which he had reported in 2021 and offered to accompany any members who wished to see it. It was suggested that a reminder should be included on the newsletter that off-road biking and horse riding were not permitted in local woodlands.

710 Reports from Representatives

Shevington & District Community Association

The representative reported that:

- A small grant had recently been awarded to Shevington Garden Club's Annual Show, which would be on 6 August. No other small grants were awarded.
- A new defibrillator was due to be installed on the outside wall of Shevington Scout HQ. Once in place, Northwest Ambulance would organise a training session, which would provide a photo-opportunity.
- Pam Powell had thanked everyone who had visited the Art Group's exhibition.
- The CA would be meeting on 29 May – two weeks before the Fete – and would be putting up bunting.
- The Memories Group, which was run for dementia sufferers and their carers, would be resuming soon.

Crooke Village Residents' Association

The representative reported:

- A questionnaire about the introduction of CCTV in the village had recently been circulated to 114 residents. 54 returns had been received by the deadline. 65% were in favour and 35% had been against the proposal. There was one spoilt paper. The CVRA now had a mandate and there would be a wider meeting with the contractor who would install and maintain the equipment. Representatives of the Parish Council were invited to this meeting. The date was to be confirmed.
- Platinum Jubilee celebrations were being run in conjunction with the Crooke Hall Inn. Trestles and chairs provided by the CVRA were to be set out on the green next door to the pub and there would be a street party for residents, who would be invited to bring their own catering.
- The removal of the Green Cabin from Forest Fold would be chased up.

Shevington Youth Club

One of the old changing rooms that was never used had been removed and additional lighting had been installed, making it possible to increase the space available to the gym.

Shevington Recreation Ground Trustees

There was no report.

'in Bloom' Groups

There was no report.

Patient Participation Group

An update had recently been circulated to members.

Vicarage Lane Fields Developments

There was no report.

Friends of Shevington Memorial Park

The FSMP were awaiting a resolution of the current stalemate over the egress for the surface water from the park. At the request of a member Cllr Mike Grimes provided a brief update on the situation. There was a short discussion about the way forward.

Forest Fold Tenants' Association

It was reported that most allotments were currently being worked. The representative also reported that the bowling club were willing to work with the greenkeeper and water the bowling green when necessary.

711 DRAFT Minutes of the Policy & General Purposes Committee (6 April 2022)

The DRAFT minutes of the Policy & General Purposes Committee meeting on 6 April 2022 were received.

712 Appointment of Additional Bank Signatory

Resolved: Cllr Michael Grimes was approved as an additional signatory for the Parish Council's bank accounts.

713 May Newsletter

Suggestions for inclusion in the May edition of the newsletter were discussed. Cllr Vicky Galligan gave a short presentation on Vocaleyes – a new online community engagement tool currently being promoted in Wigan.

Resolved: The following were approved for inclusion in the May edition of the newsletter:

- Community Service Awards
- Shevington Fete advert
- Bowling Green advert
- Cover Assistant Vacancy
- SUC Trustee Vacancies
- Ring & Ride
- Vocaleyes
- Shevington Moor in Bloom – Whiteacre Park
- Platinum Jubilee Trees
- No Off-Road Biking or Horse Riding Permitted notice
- Duke of Edinburgh Volunteering Opportunities

714 Grit Bin in Broadriding Road

The green grit bin in Broadriding Road was installed in November 2013 and filled with rock salt. A report detailing the history relating to agreements for subsequent refills of the bin had been previously circulated. The way forward was discussed. As a result of the discussion the Clerk was asked to find out how much it would cost to completely fill the bin.

715 Pest Control Contract for Forest Fold Allotments

Wigan Council's annual Pest Control contract for the allotments at Forest Fold was due for renewal. An overview of the service provided and its cost - £9 more than in 2021-22 - had been previously circulated.

Resolved: The Council approved the 2022-23 Pest Control Contract for Forest Fold Allotments at a cost of £337.

716 Shevington Fete Stall Rota

This year's Fete was due to take place on Saturday, 18 June. An indoor stall had been booked and confirmed for Parish Council use. It would provide members with an excellent opportunity for community engagement. The Chairman asked members to let the Clerk know if and when they would be able to join the rota.

717 Clerk's Report

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

718 Financial Aid Applications

None

719 Insurance 2022-23

As the Council's three-year long-term agreement with its current insurance provider was due to end at the end of May, the Council considered proposals from three different providers.

Resolved: The Council approved the five-year LTA lasting from 1 June 2022 until 31 May 2027 with Zurich Municipal. The annual premium would be £1,439 per year.

720 Budget Out-Turn 2021-22

The report on the Budget Out-Turn for 2021-22 was received and discussed briefly.

Resolved: The following virements from the 'Contingency' cost centre were approved retrospectively:

- £400 to the 'Bowling Green Contract' cost centre,
- £30 to the 'Maintenance, materials, etc' cost centre,
- £68 to the 'Plants & Planters' cost centre.

A retrospective virement of £156 from the 'Forest Fold Allotments reserve' to the 'Allotments' cost centre was also approved.

All were to balance end of year overspends.

Resolved: The Budget Out-Turn for 2021-22 was approved.

Cllr Vicky Galligan left the meeting.

721 Post-Rollover Budget 2022-23

Following a brief discussion, approval of the Post-Rollover Budget for 2022-23 was deferred until the Council meeting in May.

722 Income / Expenditure Account 2021-22

The Income / Expenditure Account 2021-22 was received and briefly discussed. In answer to a question from a member the Clerk explained that a previously projected small surplus had become a small deficit because several invoices that had in the past been received after the end of the financial year had been received earlier than usual and settled before the end of the financial year.

Resolved: The Income / Expenditure Account 2021-22 was approved.

723 Asset Register 2021-22

The Asset Register for 2021-22 was received and discussed.

Resolved: The Asset Register for 2021-22 was approved.

724 Annual Governance & Accountability Return 2021-22

(a) Annual Governance Statement 2021-22

Resolved: The Annual Governance Statement for 2020/21 was approved.

(b) Accounting Statements 2021-22

Resolved: The Accounting Statements 2020/21 were approved.

Dist Cllr Janet Brown left the meeting.

725 Payments, Income & Bank Balances

The Income / Expenditure schedule for April 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.

726 Planning Applications

None

727 Next Meetings

4 May (Policy & General Purposes Committee);
25 May (Annual Meeting of the 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.

728 Forest Fold Grounds Maintenance Contract

The Council considered the only quotation received for the Forest Fold Grounds Maintenance contract.

Resolved: The Council awarded the contract for 2022-23 – to the value of £2,304 – to Envirocare MS Ltd.

The 2022-23 'Forest Fold Contracts' cost centre had sufficient funds to cover the cost of the contract.

729 Bowling Green Edge Upgrade

A quotation received for the upgrade of the outer edge of the gutter along one side of the bowling green was considered.

Resolved: The Council awarded the contract - to the value of £500 for labour and materials - for upgrading the outer edge of the gutter along one side of Forest Fold Bowling Green to John Parker.

This would be funded from the 'Upgrades at Bowling Green / Allotments' cost centre. For this to remain in balance a virement was necessary.

Resolved: The Council approved a virement of £110 from the 'Contingency' cost centre to the 'Upgrades at Bowling Green / Allotments' cost centre.

730 Member's Attendance at Meetings

This item was withdrawn.

There being no further business, the Chairman closed the meeting at 9:10 pm.

Chairman