

**Minutes of Shevington Parish Council Meeting  
Held Thursday 27 June 2019  
7:00pm – Shevington Library**

**Present:** Councillor I Whiteley (*Chairman*), Cllrs W McKnight, C Horridge, J Ball, M Grimes, J Higham and V Galligan  
Dist Cllr J Brown, Cllr K Jukes of Wrightington Parish Council and six other members of the public  
Mr M Butler (Operations Manager) and Mr P Lamb (Assistant Operations Manager) of Diamond Bus were present for Items 31 to 34.

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

The Chairman opened the meeting by welcoming everyone. She reminded all present that from August Parish Council meetings would take place on Wednesdays. The meeting on Wednesday, 7 August was the Policy & General Purposes Committee's Annual Inspection of Property and would begin at 6pm at the Parish Council Car Park in Gathurst Lane.

### **31 Apologies for Absence**

Cllrs M Crosby and J Whiteley  
Dist Cllr M Whitham

### **32 Declarations of Interests**

Cllr C Horridge w.r.t. Item 50 (*personal & prejudicial*)

*Standing Orders were suspended.*

### **33 No.635 Bus Service**

Mr M Butler (Operations Manager) and Mr P Lamb (Assistant Operations Manager) of Diamond Bus were asked by the Chair whether they had come to the meeting to address the meeting or whether they had come to listen. They replied that they had come to listen. A discussion followed. *See Appendix A.*

Mr Butler and Mr Lamb were thanked for coming and left the meeting.

### **34 East Quarry**

At the Council meeting in May the Clerk was asked to establish what the owner of the East Quarry at Appley Bridge was doing on the site and whether he had received the relevant permissions for his activities. The Clerk had contacted the Planning Department at West Lancashire Borough Council and had received a reply from a Principal Planning Officer.

The same individual also owned quarry property in Parbold Parish and more recently a presentation has been made to Parbold Parish Council about his plans for that quarry and Parbold Hill. In addition, the previous week an application to introduce drained water from East Quarry into Calico Brook had been submitted by its owner to the Environment Agency.

The reply from the Planning Officer and a paper prepared by two residents of Appley Bridge on the matter of the proposals for East Quarry had been previously circulated. The discussion was led by Cllr K Jukes of Wrightington Parish Council and two other residents of Appley Bridge. It covered the proposals for both East Quarry and Parbold Quarry and actions were agreed. *See Appendix B.*

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

There were no matters introduced by members of the public.

### **36 District Councillors' Reports**

District Cllr J Brown reported:

#### **Greater Manchester Clean Air Plan**

A public consultation on proposals within the Plan on ways in which LAs could make different types of vehicles compliant with respect to their NO<sub>2</sub> emission levels was currently under way. It could be accessed online via [www.cleanaigm.co.uk](http://www.cleanaigm.co.uk). One suggestion was that daily fines could be imposed on vehicle owners until such time as the vehicles became compliant. Central Government would be providing funding to support owners who wished to make their vehicles compliant. The air quality in the vicinity of schools and, therefore, the parking of vehicles around schools was of particular concern.

#### **Armed Forces Day**

There would be a military parade in the centre of Wigan – starting at 10:30am – on Saturday, 29 June to mark Armed Forces Day. Other things would also be taking place.

#### **Health Watch**

Dist Cllrs J Brown and M Whitham had attended the recent Mela. Health Watch would be opening offices in Wigan and Leigh. The one in Wigan would be based in The Galleries. Anyone who wished to make suggestions about possible improvements was welcome to visit the office and share those suggestions with the staff at the office.

#### **Barriers at Cripplegate**

The barriers between the motorway roundabout and Whiteacre South had been restored.

*Standing Orders were re-instated.*

### **37 Minutes of the Annual and Ordinary Meetings of the Council (16 May 2019)**

The previously circulated Minutes were considered.

**Resolved:** The Minutes of the Annual and Ordinary Meetings of the Parish Council, held on 16 May 2019, were approved as a true and correct record.

### **38 Chairman's Report**

The Chairman thanked everyone who had been involved in the organisation of Shevington Fete 2019 – it had been a superb day.

She reported that she and one of the District Councillors had recently visited a former co-opted committee member whose health had been giving concern and was able to inform the Council that there had been a significant improvement in the individual's health.

### **39 Reports from Councillors**

#### **Shevington Fete 2019**

The Fete this year had been very busy. It had been a very good day and all had gone to plan. There had been a great deal of positive feedback.

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

Residents had brought the difficulties encountered in turning right from Kilburn Avenue into Shevington Lane at this junction to the attention of one of members. They said that they were willing to fund the installation of a mirror, if one would help. The Clerk would write to Traffic Management to raise the issue.

#### **Horses and the Public Footpath at the Bottom of Mill Lane**

It was reported that there had been an incident involving horses along the public footpath at the bottom of Mill Lane. The incident had been reported to the Police. Dist Cllr J Brown had been in touch with the Rights of Way Officer and had established that horses were not allowed on the footpath. The possibility of introducing a barrier preventing entry to horses or signage saying that 'Horses Not Allowed on this Footpath' was discussed.

#### **Parish Plan**

The Team Leader of the working party responsible for the latest view of the Parish Plan reported that he was gradually working through the Plan, which needed revision. When he was ready he would call a meeting of the working party to discuss the way forward.

#### **Taylor Wimpey Estate and Protected Woodland**

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.

#### **Parking on Footpath at the Zig-Zags Outside the Co-op**

A member reported that drivers were still parking on the footpath by the zig-zags outside the Co-op.

### **Makeshift Workshop in Calico Wood Avenue**

Residents had raised concerns about the activities relating to a makeshift car workshop that had been set up in a driveway in Calico Wood Avenue and the impact it was having on their lives. The issues were discussed. Wigan Council's ASB Officer was dealing with the matter.

### **Break-in at Spar, Appley Bridge**

It was reported that the Spar at Appley Bridge had been broke into again. It had been suggested that security needed to be improved. This led to a discussion about the condition of the surface of the car park and the means by which it could be improved.

## **40 Reports from Representatives**

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

The Association were running a Quiz Night on 28 June to raise funds for the information boards explaining the planting of the five tree around the ward to commemorate WWI.

The success of the Fete, the issues of concern with regard to the developments at East Quarry in Appley Bridge and the re-surfacing of Shevington Methodist Church car park were also discussed. Notices of forthcoming events were given out.

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

It was reported that a vehicle had been driven through and had damaged the metal gate at the entrance to the footpath from Crooke Village to Vicarage Lane. This resulted in a discussion about vehicles speeding along Vicarage Lane while on their way to and from the Taylor-Wimpey Estate. This would be an agenda item at the end of August.

### **Shevington Youth Club**

There was no report.

### **Shevington Recreation Ground Trustees**

There was no report.

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

Judging Day for North West in Bloom would be on the morning of 4 July, when the judges would be visiting Memorial Park, Millbrook School and Appley Bridge.

The Shevington In Bloom Co-ordinator had complained about the poor service the Parish Council were receiving from Wigan Council in relation to the quality of the maintenance of the play area in Memorial Park. This was confirmed by the Clerk, who reported on the difficulties she experienced in dealing with the LA's officers in relation to this matter.

The Appley Bridge in Bloom Co-ordinator informed the Council that the standard of grounds maintenance provided by the Parish Council's contractor at Forest Fold was superior to the standard of grounds maintenance provided by Wigan Council in general. This was discussed. The maintenance of the play area would be an agenda item at the Council meeting in August.

A member took the opportunity to raise concerns about what he considered to be the inequitable distribution of expenditure on 'in Bloom' projects around the Parish. This would also be an agenda item at the Council meeting in August.

The Chairman reported that she had received an invitation from the Wigan in Bloom Co-ordinator for representatives of the Parish Council to attend the judging of Memorial Park on 4 July at 10:30am. The Clerk and members of Shevington in Bloom would be attending. Cllr C Horridge would also attend.

### **Patient Participation Group**

Cllr M Grimes updated the Parish Council on progress with regard to his membership of the PPG.

### **Shevington Rugby & Football Clubs**

No report.

### **Vicarage Lane Fields Developments**

Vicarage Lane Fields Allotments Open Day would be held on 14 July.

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

A total of £103 was raised on the stall at Shevington Fete while keeping the park project as a focus of conversation with local residents. For just 50p visitors were able to win a prize on the 'Hook a Duck' game or buy a 'I Love Shevington Park' cake. Everyone who visited the stall received a matching 'I Love Shevington Park' sticker. The period for the Asda token scheme would be ending on 30 June and everyone was urged to support the FSMP's bid for the Memorial Park Renovation to be the winning project.

## **41 Draft Minutes of the Policy & General Purposes and Finance Committee Meetings (6 June 2019)**

The draft minutes of the Policy & General Purposes and Finance Committee meetings on 6 June 2019 were received.

## **42 Memorial Park Project**

A brief report outlining the work required for the preparation of the application for a grant from the Heritage Lottery Fund had been previously circulated together with the pre-application submissions and the advice received from the HLF Advisor on how to proceed. These were presented by the Chair and were discussed.

The App being prepared by students at a local college would need to be formally recognised by the Parish Council as part of a future agenda item.

Cllr M Grimes had agreed to ~~take on the work of preparing the bid~~ review the completed bid document(s). *Ira E Whiteley*

## **43 Public Toilets in Shevington**

The Clerk had reported to the last meeting that in 2018, while on holiday in Kent, she had come across a scheme in a village whereby local businesses were prepared to display a notice in their windows if they were willing to allow passers-by to use their toilets. At the request of the Council the Clerk had approached Shevington Library to find out whether they would be prepared to allow the general public to use their toilet facilities and had been advised that they had a toilet for use by people using the library and that, if someone came in and asked if they might use their toilet, they would take that person through. If the Parish Council wished to make arrangements for the toilet to be advertised as being accessible to the general public, an approach would have to be made to senior management.

The possibility of setting up a scheme such as the one in Kent was discussed.

**Resolved:** Local businesses would be consulted about their willingness to take part in a community use toilet scheme and a formal approach would be made to Shevington Library's senior management. A suitable sign would be designed.

A paper, prepared by Cllr M Grimes, explaining the 'Just Can't Wait Card' scheme had been previously circulated and was discussed.

**Resolved:** The 'Just Can't Wait Card' would be promoted and businesses would be reminded about it.

#### **44 Telephone Box at Randall's Corner**

A paper submitted by the Appley Bridge in Bloom Co-ordinator was considered. The paper included photograph taken after a recent visit by a BT technician, apparently to make it presentable and clean for public use. It was clear the visit had resulted in no real improvement to the facility. The paper put forward the following points:

- In all the time Appley Bridge in Bloom volunteers had been working at Randalls Corner over the past 5 years they had never seen the phone box used.
- The door would not close, meaning that the internal light was permanently on, wasting energy.
- It was unsanitary.
- The glass in the side panel was broken and dangerous.
- It was difficult to imagine that, even in an emergency, anyone would use this facility rather than a mobile or home telephone.

Following adverse comments from the RHS judges in 2017, the ABinB Co-ordinator had applied that year to purchase it for community use, possibly as a plant repository, but had been turned down by BT. Since then the rules had been changed, specifically in relation to the traditional red boxes – parish councils or similar authorities can apply to purchase them for as little as £1. However, the condition of this box was now so poor that it was preferable that it was removed altogether.

The best way forward was discussed.

**Resolved:** Enquiries would be made about the general and emergency usage of the telephone box. A decision on the way forward would be made based on the replies received.

#### **45 July Newsletter**

The Council discussed the text for the July edition of the newsletter.

**Resolved:** The text for the July edition of the newsletter was approved.

#### **46 Parish Council Banner**

Members discussed a suggestion that the Parish Council purchase a pop-up banner for use by the Council at events instead of the existing advertising banner.

**Resolved:** The precise costs of a banner would be investigated.

## 47 Clerk's Report

The Clerk's Report was received. *See Appendix C.*

The need to purchase and install additional fencing and hedging in the vicinity of the gate to the car park at Vicarage Lane Fields was discussed. It was agreed that quotations for this should be sought.

## 48 LALC Newsletter

The June edition of the LALC newsletter was received.

## 49 Financial Aid Applications

None.

## 50 Best Kept Allotment Award

The size of the award was discussed. It was observed that the amount had not been increased for more than ten years. In view of this the possibility of increasing it would be considered the following year.

**Resolved:** The Council agreed to award £25 to the winner of the first prize in the competition.

## 51 Internal Audit Report 2018/19

The Internal Audit Reports for 2018/19 and Action Plan in relation to the recommendations were received and discussed.

**Resolved:** The Internal Audit Reports for 2018/19 and the related Action Plan were accepted and approved:

- Standing Orders and Financial Regulations would be updated to include a reference to the Public Contracts Regulations 2015 by 31 August 2019.
- A reference to GDPR would be included in the Council's Financial Risk Assessment by 31 August 2019.
- In the Accounting Statements for 2018/19 the term 'RE-STATED' had been inserted at the top of the column for the year ending 31 March 2018 with regard to boxes 6, 7 and 8 and the change was approved.
- The Council's response to the reports would be recorded in the Minutes.

A vote of thanks to the Clerk for the work carried out in relation to the Internal Audit was recorded.

## 52 Payments, Income & Bank Balances

The Income / Expenditure Schedule for May / June was received. *See Appendix D.*

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

### **53 Planning Applications**

There were no planning applications to be considered.

### **54 Next Meetings**

7 August (Policy & General Purposes Committee's Annual Inspection of Property);  
28 August (Council).

There being no further business, the Chairman closed the Meeting at 9:25 pm.

**Chairman**