

**Minutes of Shevington Parish Council Meeting
Held Wednesday 28 April 2021
7:00pm – Virtual Meeting**

Present: Councillor William McKnight (Vice Chairman), Christopher Horridge, Jessica Higham, Michael Grimes, Vicky Galligan, Michael Crosby and John Whiteley
Dist Cllrs Janet Brown and Marlaine Whitham
Three members of the public

Officer in Attendance: Mrs Krystyna Pilkington (Clerk)

In the absence of both the Chairman and Vice Chairman the members present agreed that Cllr Mike Grimes would take the Chair.

448 Apologies for Absence

Cllrs John Ball and Ira Whiteley
Dist Cllr Paul Collins

449 Declaration of Interests

Cllr Jess Higham w.r.t. Item 469 – one payment (*DPI*)

Standing Orders were suspended.

450 Matters Introduced by Members of the Public

There were no matters introduced by members of the public.

451 District Councillors' Reports

Dist Cllr Marlaine Whitham reported:

Community Recovery Fund

Grants of up to £500 per group were available to small voluntary and community groups to enable them to recover after lockdown. The current bidding round was due to finish on 9 May, but several others would be available between now and February 2022.

Greater Manchester Age-Friendly

There was a possibility that funding might also be available for some community groups from this source.

Shevington & District Community Association Tablet Lending Scheme

Tablets had so far been lent to seven individuals who had met the criteria. Two others were still available. The project included the provision of internet connectivity, which would be available until March 2022.

Cllr Bill McKnight joined the meeting.

Cllr Whitham announced that she would be standing down as a ward member on Wigan Council when her term of office finished at the elections in May and thanked everyone for their support and encouragement over the past three and a half years.

Cllr Bill McKnight apologised for his late arrival and took the Chair.

Dist Cllr Janet Brown reported:

Bin at Crooke Park

The replacement for the missing bin at the entrance to Launs Wood had been fitted. It had been funded through Dist Cllr Brown's Brighter Borough account and the cost of emptying it would be covered by Wigan Council.

Lighting in Stockley Park

Enquiries had been made with the relevant officers at Wigan Council about possible improvements to the lighting at Stockley Park, particularly that along the footpath connecting it to Back Lane. The options were being reviewed.

Parking Along Pavements in Shevington Village

Following numerous complaints from residents about vehicles – particularly large lorries - parking on pavements in Shevington village centre, Wigan Council's Parking Enforcement section had indicated that their personnel would be visiting the area to monitor the situation and would issue fines, if they were necessary.

Standing Orders were re-instated.

452 Minutes of the Last Ordinary Meeting of the Council (31 March 2021)

The previously circulated Minutes were considered.

Resolved: That the Minutes of the last Ordinary Meeting of the Parish Council, held on 31 March 2021, were approved as a true and correct record.

453 Chairman's Report

There was no report from the Chairman.

454 Reports from Councillors

Speed Awareness Sign Along Gathurst Lane

A member observed that a speed awareness sign introduced along Gathurst Lane in the past week should be closer to Prince's Park at Gathurst, because this was the stretch of road where vehicular speeding occurred more often. The sign's present location was too close to Shevington village centre. The matter was discussed. There was some uncertainty about whether this was a new sign or an old one that had been repaired.

Crime Warnings

It was reported that crime warnings had been issued for both the Cat l'th Window estate and for Shevington Moor. Individuals had apparently been trying door handles on cars and making suspicious enquiries about the possibility of caravans being for sale.

Memorial Park Loan Consultation Comments Unconnected to the Park

When considering comments made by residents as part of the consultation the Council had decided to review any comments made that were unconnected to the Memorial Park project on a separate occasion. This would be with a view to establishing whether any of the matters raised could be addressed. A member reported that a couple of residents had recently expressed concern that the Council had not yet done this. After a brief discussion it was agreed that this would be an agenda item at a meeting in the near future.

East Quarry

A resident of Wrightington had been in contact with a member and had up-dated the member on recent developments with regard to the East Quarry issue. The resident had recently attended a meeting of Wrightington Parish Council. At this meeting it had emerged that Wrightington Parish Council had acquired some updates on developments with East Quarry and had decided to invite the owner to attend a meeting of the council. The Clerk was asked to carry out a fact finding exercise.

455 Reports from Representatives

Shevington & District Community Association

A virtual meeting had taken place on 27 April.

The discussion focussed on several things, including the issues relating to

- (a) the absence of a crossing patrol outside St Bernadette's School and
- (b) getting in touch with your GP.

Cllr Mike Grimes agreed to send an enquiry to the Chairman of the PPG about the latter and would share his response with members.

Crooke Village Residents' Association

The representative thanked Dist Cllr Marlaine Whitham for attending CVRA meetings regularly. Meetings took place on the second Tuesday of each month – the next one would be on 11 May.

He also thanked Wigan Council for providing a replacement bin at the entrance to Launs Wood and for agreeing to empty it.

The representative reported that the planned tree planting in Crooke Park had gone well. Sleeves had not been installed to protect the whips, but they looked healthy.

The Chair and Vice Chair of the CVRA, the representative and Cllr John Whiteley had taken part in a walkabout around the village to determine the projects that needed to be addressed. Notes made during the walkabout would be passed on to the Parish Council via the Clerk.

The CVRA were grateful for the Parish Council's proposal to make alterations to the drainage plan for Memorial Park to ensure that surface water was re-directed away from Crooke Village. The CVRA would appreciate it if a representative from the group could also attend any site meeting arranged between the consultants and the Trees & Woodlands Officer to discuss the alterations.

There had so far not been any news about whether some sort of a deterrent would be introduced to prevent people from parking their cars on the grass verge on the side of the green that currently had no fence.

Shevington Youth Club

The Youth Club was now open for young people on Tuesday evenings. Former hirers were proposing to return and new potential hirers had made enquiries.

Shevington Recreation Ground Trustees

There had been issues with a touch rugby club using the recreation ground without permission. It had been suggested that information needed to be published about whom to contact about booking the recreation ground.

'in Bloom' Groups

There was no report.

Patient Participation Group

The representative would circulate the updates he had received.

Audit, Governance & Standards Committee

The representative would prepare a report for the Annual Meeting in May about whether there was any point in appointing a member to attend this Committee of Wigan Council.

Vicarage Lane Fields Developments

There was no report.

Friends of Shevington Memorial Park

The FSMP were pleased to see that the work had started on the paved footpaths in the park. It was reported that someone had started exercise classes at the park. This too was good to see, as people were currently not able to access gyms and other indoor exercise venues.

A resident who raised funds for an animal charity had recently observed that it would be nice to see some stalls on the park as part of the Fete. As stalls were going to be spread out as much as possible this year, the Fete Committee were considering the possibility of seeking permission from the Parish Council to use part of the park.

456 DRAFT Minutes of the Policy & General Purposes Committee Meeting (7 April 2021)

The DRAFT Minutes of the Policy & General Purposes Committee meeting held on 7 April 2021 were received.

457 May Newsletter

Suggestions for inclusion in the May edition of the newsletter were discussed.

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

- (a) Opening of Bowling Green
- (b) Christmas Shop-Front Presentation
- (c) Shevington Fete – Save the Date
- (d) Responsible Dog Owner
- (e) New Community Building Use
- (f) Elnup Wood Volunteer Days
- (g) East Quarry – the Other Point of View
- (h) New Recreation Ground Trustee
- (i) The Countryside Code
- (j) 'In Bloom'
- (k) Crooke Village Flooding Issues
- (l) 'No Horses on Footpaths' notice

458 Memorial Park Drainage Plan

It was reported that the Consultants had been instructed to carry out a survey to ascertain the feasibility of altering the drainage plan so that all of the surface water collected could leave the park via the south-western chamber and thereby enter the natural waterways downstream from Crooke Village.

Earlier in April the Clerk had met with the surveyor on site and he had made suggestions for alterations to the drainage plan. However, for the suggestions to work, discussions between the consultants and the Trees & Woodlands Officer had to take place and an agreement had to be reached over the boundaries of the Tree Exclusion Zones stipulated by the latter. The consultants wished to meet with him on site before they altered the plan and had sent a sketch plan of their proposals to him for his consideration. A date for the site meeting had not yet been arranged.

Members noted this information.

459 Memorial Park Loan Application

A paper briefly outlining the application process and listing the evidence that needed to be submitted had been previously circulated to members. The application form and some of the information had been agreed at an earlier meeting. Other documents had been circulated and presented for approval at this meeting.

The information was discussed. As there were other documents that were still a work in progress, it was agreed that the Chairman would be asked to convene an Extra-Ordinary Meeting of the Council to take place on Wednesday, 5 May at the rising of the Policy & General Purposes Committee, so that members could focus on the contents of the outstanding documents.

460 Parking Issues at Vicarage Lane Fields

Two residents had recently raised concerns about the parking of cars along Vicarage Lane when the pitches were in use. The contents of their emails had been previously circulated to members. The Clerk reported that she had already discussed the issues raised with the sports club leadership.

The events referred to in the emails had occurred on the evening of Tuesday, 20 April. The site was very busy that evening. There were rugby club members practising on the rugby pitch. Because of lockdown restrictions, the football season had been extended and there a derby involving Shevington FC and St Wilfred's FC, Standish was taking place.

The clubs had been expecting a larger than usual volume of vehicular traffic because of this and because, under Covid regulations, car sharing was not permitted. There were two marshalls on duty who had done their best to accommodate as many cars as possible on the car park. However, they were overwhelmed by the number of spectators (who should not have been there at all) that had turned up. Some vehicles had to be accommodated in the road, but those directed by the marshalls only parked along one side. Photographic evidence provided by the residents supported this. There were also allotmenters present on site – it had been suggested that the vehicles parked on the corner (which were obscuring sight lines and posed a potential

risk to other motorists) at the entrance to Oakwood Meadows could have belonged to them.

The clubs planned to increase the parking facilities on the site in the future, but they would need approximately £5,000 to do this. Much of the capital they had saved over the years had been used to contribute to the cost of the community building. Due to Covid – like most organisations – they were struggling financially, as they had had to pay bills without being able to raise funds.

Members discussed the issues. The management of vehicular parking relating to the site was the responsibility of the lease holders, who were aware of those responsibilities. Members were advised that, because there were no parking restrictions on the road, civil enforcement could not be enacted. The Clerk was asked to write to the residents to explain the position.

461 Clerk's Report

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

462 Financial Aid Applications

None

463 Insurance 2021/22

The Clerk reminded members that the Council were in a Long Term Agreement (LTA) lasting three years with Zurich Municipal and informed them that the policy was due for review. The cover would begin on 1 June 2021 and this would be the third of the three years. The policy was reviewed.

Resolved: The Council approved the renewal of its insurance policy – at a premium of £1,471.15 (inc tax) – with Zurich Municipal.

464 Financial Monitoring Report

The Clerk extended her apologies and informed the Council that the response to the report prepared by Cllr Mike Grimes had not yet been completed. This was deferred until the Council meeting on 26 May.

465 Budget Out-Turn 2020/21

The Budget Out-Turn for 2020/21 was received, reviewed and discussed.

Resolved: The Budget Out-Turn for 2020/21 was approved.

466 Post-Rollover Budget 2021/22

The following budget rollovers were recommended for approval:

COST CENTRE	ROLLOVER AMOUNT	REASON
Chairman's Expenses / Allowance	£50	To cover the expenditure associated with the Community Service awards originally scheduled to be made in March.
Financial Aid (s137)	£250	Grant awarded to FSMP for notice board, but not yet paid over.
Xmas Decorations	£6,346	To pay invoices awaited for 2020
Maintenance, materials	£340	To cover costs of work agreed in 2020/21, but not yet carried out.
Plants & Planters	£611	To cover costs of new planter for Whiteacre Park agreed in 2020
Recreation Ground maintenance (s19)	£3,180	Grant awarded to SRGT, but not yet paid.
Vicarage Lane Fields maintenance	£1,725	To cover costs for work agreed in 2020/21, but not yet carried out.
WWI Commemoration	£989	Grant funding received, but so far not used
Street Furniture	£1,325	Commitment to the purchase of new notice board.

The proposed rollovers and the post-rollover budget, which had been previously circulated, were discussed.

Resolved: The above budget rollovers and the post-rollover budget for 2021/22 were approved.

467 Income / Expenditure Account 2020/21

The Income / Expenditure Account for 2020/21 was received and discussed.

Resolved: The Income / Expenditure Account 2020/21 was approved.

468 Annual Governance & Accountability Return 2020/21

(a) Annual Governance Statement 2020/21

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

(b) Accounting Statements 2020/21

Resolved: The Accounting Statements 2020/21 were approved.

469 Payments, Income & Bank Balances

The Income / Expenditure schedules for March / April 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.

470 Planning Applications

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

471 Next Meetings

5 May (Policy & General Purposes Committee); 19 May (Annual Parish Meeting)
26 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.

Dist Cllrs Marlaine Whitham and Janet Brown and all members of the public left the meeting.

472 Member's Attendance at Meetings

The Clerk reported that by 18 May Cllr John Ball would have, because of the Covid situation, been absent from meetings for 6 months. He had last attended the Extra-Ordinary meeting held on 18 November, when he had been able to join virtually. An extension of Cllr Ball's tenure of office was discussed.

Resolved: The Council approved the extension of Cllr John Ball's tenure of office by a further six months to run until 18 November 2021.

473 Crooke Park Litter Bin

It was reported that the bin at Crooke Park that had been removed by Wigan Council operatives approximately 18 months ago had been replaced by the LA and would in future be emptied by them. In view of the above developments, the Clerk had informed Wigan Council that the Parish Council's SLA with them would have to be reduced by £187.20 for the year.

The condition of three other bins belonging to the Parish Council was considered with a view to replacing one of them.

Resolved: The Council approved the replacement of the bin on the canal bank outside the Baby Elephant restaurant at a cost of £397.50 (including installation) for a Broxap Derby Standard.

474 Tree Pruning at Vicarage Lane Fields

The Council considered a quotation for the crown reduction of a tree in Vicarage Lane Fields that was overgrowing a neighbouring property.

Resolved: The quotation of £520 from Working Woodlands for the crown reduction was approved.

There being no further business, the Chairman closed the Meeting at 8:45 pm.

Chairman