

**Minutes of Shevington Parish Council Meeting  
Held Thursday 30 August 2018  
7:00pm – Shevington Library**

**Present:** Councillor I Whiteley (*Chairman*), Cllrs W McKnight, C Horridge, J Fletcher, J Calderbank and A Bland  
Dist Cllrs J Brown  
Two members of the public  
Rob Sharpe of Wigan North Service Delivery Footprint (*observer*)

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

**935 Apologies for Absence**

Cllrs C Miles, J Ball and K Shaw  
Dist Cllrs M Whittam and P Collins

**936 Declaration of Interests**

Cllr C Horridge w.r.t. Item 955 (*personal*)  
The Clerk w.r.t. Item 965

*Standing Orders were suspended.*

**937 Matters Introduced by Members of the Public**

There were no matters introduced by members of the public.

**938 District Councillors' Reports**

Dist Cllr J Brown's gave a verbal report and Dist Cllr P Collins had sent a report via email. Both were received. *See Appendix A.*

*Cllr J Calderbank and Cllr A Bland joined the meeting at different times during this item.*

Mr R Sharpe of Wigan North Service Delivery Footprint joined the meeting as an observer and was introduced to those present.

A short discussion about the roadworks to introduce a cycleway at and in the approaches to J27 of the M6 took place. A letter raising concerns about:

- the lack of notification to local residents
- the noise at night
- the gridlock that would be caused on the motorway

would be sent to Highways England.

*Standing Orders were re-instated.*

## **939 Minutes of the Last Ordinary Meeting of the Council (28 June 2018)**

**Resolved:** That the Minutes of the Ordinary Meeting of the Parish Council, held on 28 June 2018, were approved as a true and correct record.

## **940 Memorial Park Project**

The Chairman summarised progress to date with the project.

She reported that during the Summer recess a group of young mums had expressed an interest in helping with the project. They had their own ideas and had met on 7 August to discuss it. The Clerk had attended at the Chairman's invitation as an observer.

The proposal was to re-instate the Friends of Shevington Memorial Park – not as a separate entity this time, but as a working group within the Parish Council.

However, there were certain conditions: the proposed agreement involved a requirement that the working group should have a certain amount of autonomy.

The Chairman read out the details of the agreement proposed.

The young mums were very keen and many things were already taking place.

The mums liked a lot of the furniture in the park – they wanted to have similar items, but felt they needed to be renewed.

The group wished to work independently, but with the Parish Council. They wished to purchase items for the park and wished to access Parish Council funds without having to approach the Parish Council each time.

The proposals were discussed at length.

During the discussion the following points were made by the Council:

- The Parish Council were responsible for public funds and the FSMP should be approaching the Council for permission to use them.
- As a separate body, the FSMP were likely to secure funding more easily than the Parish Council could.
- The Parish Council were responsible for all that happened in the Park.
- The Parish Council were not informed that the meeting on 7 August was due to take place.
- The proposed agreement seemed to focus mainly on play equipment.
- The drainage survey had to come first.
- The project needed a Master Plan which outlined its different stages.
- As a separate organisation the FSMP would be responsible for their own actions.
- The group were welcome to submit grant applications to the Parish Council.
- The FSMP could make grant applications on behalf of the Parish Council, provided the Council approved.

A decision on the agreement was deferred to the September Council meeting, after the group had met again.

It was observed that the FSMP should ask the Parish Council if they could raise funds for a specific item. If the Council agreed, then the FSMP could go ahead and raise the funds.

## **941 Memorial Park Project Consultation Leaflet**

**Resolved:** The FSMP would be invited to prepare the consultation leaflet.

## **942 Chairman's Report**

### **Annual Parish Walk**

The Chairman reported that the Walk had been led by Alan Mohring. It had not been a nice day on August Bank Holiday. The event had ended with refreshments in Shevington Methodist Church and a collection which had raised £87.50 for the Charity 'Kids & Sibs'.

## **943 Reports from Councillors**

### **Horses on Pavements**

It was reported that there was evidence that horses were once again using the pavements.

### **Factory Emissions in Appley Bridge**

In reply to a question from a member, the Clerk advised that she had not yet received a reply from West Lancashire Borough Council to the Council's enquiry about whether they were monitoring emissions in Appley Bridge, but would chase it up.

### **Land at the Entrance to Forest Fold**

In response to a question from a councillor, the Clerk advised that she had not received any further communications from the LA about the possibility of extending the Forest Fold lease to include this section of land since receiving the email in which the LA had said that they were investigating. She agreed to chase things up.

### **Household Bin Collections**

Residents were complaining about the frequency with which household bins were being collected. It was two weeks before food was being collected.

### **Traffic Lights at J27**

A member reported that the traffic lights at J27 on the motorway were staying on red longer in order to allow traffic to exit the motorway. This was resulting in long queues on the roundabout. Dist Cllr Brown agreed to report this.

### **Train Cancellations**

Concerns were raised about the number of random train cancellations that were still taking place. Major road works were also taking place along the M62 (Regent Road) in Manchester, which meant that commuting by car instead of by rail was not a viable proposition. The Clerk would write again to Northern.

### **Footpaths**

The footpaths needed fresh signage. This would be an agenda item at the Policy & General Purposes Committee meeting. During the Annual Parish Walk it had been noticed that the footpath across the fields from Houghton's Farm to Shevington Moor has been ploughed up. This had been reported to the Rights of Way Officer.

### **Launs Wood**

Several years ago the LA had proposed to repair the wooden pathway in Launs Wood, but nothing had happened. Dist Cllr Brown intended to try to see if this proposal could be re-visited and the repair undertaken.

## **944 Reports from Representatives**

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

Concerns had been raised about groups of young people running around Shevington village the previous Saturday.

Evidence of drugs had been found on the Recreation Ground by the litter pickers.

It had been reported that people with Dementia could be registered with the Police in case they went missing. Bracelets carrying identification information about a person could be purchased from a website called Dementia Buddy.

Someone had reported that an individual was using four lurchers to bait badgers.

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

Amongst the matters discussed at the recent meeting were the repairs to the wooden walkway in Launs Wood and issues over the location of a bench, which the CVRA wanted to remain in its current position.

### **Shevington Youth Club**

The Youth Club was still thriving. Thirty-two young people (aged 7 to 11) were attending sessions regularly.

There was some concern about high energy drinks. Those associated with the Youth Club were pleased to hear about the proposed ban on these drinks for the under 16s.

### **Shevington Recreation Ground Trustees**

A meeting had taken place on 17 July.

The Trustees had received a grant of £200 in relation to the drainage work required on ground in the vicinity of a neighbouring property.

The £350 fee due from the football club was going to be waived in recognition of work to the value of more than £1,000 recently carried out by the club. The club would also be carrying out other work in the future.

The next meeting had been arranged for 22 January.

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

The 'in Bloom' groups were awaiting their competition results. They would hear about these in late October / early November. The Chairman congratulated everyone concerned. The village had looked superb – accolades had been received from all sorts of people.

### **Audit, Governance & Standards Committee**

A group working on the consultation on local government standards had drafted a response. This had been approved by the Cabinet and submitted to central government.

Eight complaints were currently being considered by the Committee.

### **Patient Participation Group**

Flu clinics were due to start on Saturdays in September.

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

There was no report.

### **Vicarage Lane Fields Developments**

There was no report.

### **Friends of Otters Croft & Crooke Woods**

There was no report.

The list of reports from representatives would be reviewed by the Council at the September meeting.

#### **945 Audit, Governance & Standards Committee**

The representative to this Committee reported on exchanges she had had with Wigan Council officers over the possibility of receiving supporting papers in hard copy. The matter was discussed.

The Parish Council's representative was of the opinion that it was essential to be provided with hard copies of supporting papers in order to report back effectively to the Council about proceedings during a meeting and had wished to clarify the role in view of an opinion expressed by Wigan Council officers that "*We do not see it as part of the role of the Parish Councillor co-opted member to report back to their Parish Council on the business of the Audit, Governance and Standards Committee.*"

**Resolved:** A letter would be sent to the LA's Chief Executive to complain about the way the Parish Council's representative had been treated. The Chief Executive would be informed that the Council would be withdrawing from the Committee.

The Clerk asked the representative if she could provide her with some of the evidence she had of disrespect, so that she could put together an appropriate letter.

#### **946 DRAFT Minutes of the Meeting of the Policy & General Purposes Committee (2 August 2018)**

The draft minutes of the meeting of the Policy & General Purposes Committee held on 2 August 2018 and the report on the Annual Inspection of Property were received.

#### **947 Precept Referenda**

Information that the Government had decided to defer the setting of referendum principles for town and parish councils for three years was noted. This was dependant on the sector exercising restraint when setting precepts.

#### **948 Recording of Meetings**

Recording of meetings was discussed.

#### **949 Shevington in Bloom Budget**

Two proposals had been put forward by Shevington in Bloom. These were discussed.

- (a) **Resolved:** It was agreed that Shevington in Bloom could present receipts for approved purchases for payment twice a year.
- (b) **Resolved:** It was agreed that the money not used for Winter planting would be rolled over and used for Summer planting in 2019 in order to buy perennial plants for the flower beds and save funds in the long run.

## 950 RHS North West in Bloom Parks Competition – 2018 Entry

**Resolved:** Memorial Park's entry in the RHS North West in Bloom Parks Competition (2018) and the payment of the entry fee of £75 were approved retrospectively.

## 951 Tree Issues at Forest Fold

### (a) Large Tree on the Main Allotments Site

The ownership of a tree at the top of the main allotments at Forest Fold which was in need of pruning had yet to be established. The tree was on the boundary of the allotments with the property next door. This information was noted. The Vice Chairman would speak to the owner of the neighbouring property to see if he would be prepared to prune it.

### (b) Damaged Branch Overhanging Neighbour's Garden

**Resolved:** Envirocare's quote of £80 for removing this branch was accepted.

### (c) Young Tree on Raised Bed Allotment Site

A member had brought this tree to the attention of the Council at the meeting in June. He had asked if the tree could be removed before it became very much larger. He had been told that the Clerk would look into the matter. The member had advised the Clerk that he had raised the issue because residents of neighbouring properties had raised concerns. The investigation had included obtaining costings for the removal of the tree and the report prepared by the Clerk was enclosed. The issues were discussed.

**Resolved:** The tree would be removed. Envirocare's quote of £180 was accepted.

## 952 Best Kept Allotment

**Resolved:** The recommendation that the prize for the Best Kept Allotment should be awarded to the owner of Plot No.13 was approved.

## 953 Replacement Bins

The replacement of three bins (one in Memorial Park, one in Stockley Park and one in the Memorial Garden) was discussed.

**Resolved:** Three Derby hybrid bins (costing £289 each with delivery at £41 for all three) would be ordered from Broxap in order to replace the three bins referred to above.

## 954 War Memorial Plaque

At the Council meeting in June it was agreed that the Clerk would obtain costings for the proposed new plaque for the War Memorial and submit an application for a grant from Wigan Council's WWI Projects Fund.

The Clerk reported that she had recently heard that the Council had been awarded a grant of £908, which would cover the cost of producing and fitting the new plaque.

**Resolved:** The order for a new plaque at a cost of £908 from Electropak was approved.

There were now two William Hollands on the WWI list. It was agreed that the names did not need any additional qualification.

## **955 Poppies for Lamp Posts**

On 7 June the Finance Committee had approved an order of 160 display poppies for a donation of £400. The Council had recently received a consignment of only 130 poppies, because the Royal British Legion had run out of stock. The remaining 30 poppies were still on order and would follow in September, once the RBL had replenished their stock.

Since the meeting in June, it had been brought to the Clerk's attention that RBL's Head Office would seek a donation of £3 from the local branch for each poppy ordered. RBL's Head Office had confirmed this in writing and the local branch had confirmed it verbally. The donation approved by the Finance Committee would leave a shortfall of £80 which, it seems, would have to be covered by the local branch.

This was discussed briefly.

**Resolved:** The shortfall of £80 would be covered from the Chairman's allowance.

## **956 September Newsletter**

The contents of the September newsletter were discussed.

**Resolved:** The following were approved for inclusion:

- a) Garden Club Annual Show
- b) Shevington Diabetes Group
- c) Annual Parish Walk
- d) Fun Casino Night Fundraiser (AB Community Association)
- e) RHS Parks Competition Entry
- f) Shevington in Bloom
- g) Christmas Shop-Front Competition
- h) Christmas Decorations
- i) Bowling Green Open Day
- j) Vicarage Lane Fields Update
- k) Focus on a Footpath
- l) Memories Group
- m) Horse Riders
- n) Standard Items

## **957 Clerk's Report**

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

The Clerk also reported that the play equipment in Memorial Park was in the process of being painted and repairs were due to be carried out to the edging of the wet pour under the zip wire.

## 958 Financial Aid Applications

None.

## 959 Payments, Income & Bank Balances

The Income / Expenditure Schedules for June / July / August were received.

See Appendix C.

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

### Virements

**Resolved:** Members approved the following virements:

- (a) The transfer of £600 from the 'Planning, Legal, etc Fees Reserve' to the active cost centre of the same name.
- (b) The transfer of £220 from the 'Expenditure Contingency' cost centre to the 'Upgrades at Bowling Green / Allotments' cost centre.

## 960 Planning Applications

- **A/18/85577/FULL: Open Land North of Vicarage Lane – Erection of building for recreational use including changing rooms, function room, toilets and kitchen**  
Members were delighted to note that this application had been approved.

## 961 Next Meetings

6 September (Policy & General Purposes and Finance Committees);

27 September (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.*

## 962 Memorial Park Drainage

**Resolved:** The contract (valued at £3,667) for the survey of Memorial Park and the Feasibility Study was awarded to TGMS.



### **963 Vicarage Lane Fields Allotments Lease**

**Resolved:** The Council approved the payment of £600 for fees charged by Orica's solicitor for work carried out on the preparation of the Overage Covenant between Orica and Shevington H&A Society retrospectively.

**Resolved:** The Council would ask Shevington H&A Society for a contribution towards these costs.

### **964 Tree Issues at Forest Fold**

Members were assured that work would be carried out on the branches overhanging from the neighbouring property onto the raised bed allotment site in September.

### **965 Annual Leave**

**Resolved:** Staff requests for annual leave were noted and agreed.

There being no further business, the Chairman closed the Meeting at 9:24 pm.

**Chairman**