

**Minutes of Shevington Parish Council Meeting  
Held Thursday 30 October 2019  
7:00pm – Shevington Library**

**Present:** Councillor W McKnight (*Vice Chairman*), Cllrs C Horridge, J Higham, J Whiteley, M Crosby, M Grimes and V Galligan  
Dist Cllr J Brown  
Five members of the public

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

**115 Apologies for Absence**

Cllrs I Whiteley and J Ball  
Dist Cllr M Whitham

**116 Declaration of Interests**

Cllrs V Galligan and M Grimes w.r.t. Item 130 (*personal & prejudicial*)  
Cllr J Higham w.r.t. Item 137 (*DPI*)  
Cllr C Horridge w.r.t. Item 124 (*personal*)

*Standing Orders were suspended.*

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

**Poppies on Lamp Posts**

It was observed that the poppies looked superb, but concern was expressed that they were fitted at too low a height and were at risk of being removed or damaged. The Clerk advised the Parish Council had lost 50% of the poppies attached to lamp posts in 2018, mainly because people had collected them as souvenirs, but past experience had shown that it was rare for memorial items to be damaged.

**Entrance to Vicarage Lane Fields**

The Council were reminded that the structure of the main entrance to Vicarage Lane Fields left the site vulnerable to access by unwanted parties.

**118 District Councillors' Reports**

A verbal report was received from Dist Cllr J Brown. Dist Cllr M Whitham had sent a written report, the highlights of which were read out by the Clerk. *See Appendix A.*

*Standing Orders were re-instated.*

## **119 Minutes of the Last Ordinary Meeting of the Council (25 September 2019) and the Extra-Ordinary Meeting of the Council (2 October 2019)**

The previously circulated Minutes were considered.

### Minutes of the Ordinary Meeting of 25 September 2019

**Resolved:** That the Minutes of the last Ordinary Meeting of the Parish Council, held on 25 September 2019, were approved as a true and correct record.

### Minutes of the Extra-Ordinary Meeting of 2 October 2019

**Resolved:** That the Minutes of the Extra-Ordinary Meeting of the Parish Council, held on 2 October 2019, were approved as a true and correct record.

## **120 Chairman's Report**

The Vice Chairman announced that the Chairman was not very well at present and asked Cllr J Whiteley to pass on the Council's best wishes to her.

## **121 Reports from Councillors**

### **Promoting the Village**

A member reported that she had recently been speaking to a Wigan Council officer who had said that he would be willing to come to a meeting to speak to the Parish Council about ways in which the area could be promoted and had given the member a great deal of information about the resources that were available in order to do this.

### **Fuel Poverty**

A member informed the Council that she had just forwarded an email for circulation about a Charity that helped people in fuel poverty. Resources and funding were available for people who found themselves in fuel poverty and training was available for those who advised them.

### **Complaint from Resident**

A resident had complained that a Calor gas heater with two filled poo bags on top of it had been left in the bowling green car park. A member reported that the items had been removed and disposed of before the resident had complained.

### **Pothole Near Junction of Crow Orchard Road with Shevington Lane**

A member who had spotted a pothole near the junction of Crow Orchard Road with Shevington Lane reported that he had passed the information on to Wigan Council via the 'Report It' app.

## **122 Reports from Representatives**

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

There was no report.

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

It was reported that the CVRA were installing a mirror at the bottom of the approach road to Crooke Village. They were paying for this themselves.

### **Shevington Youth Club**

The AGM had taken place the previous evening. Mr P Liptrot had been re-appointed as the Chairman and Cllr J Whiteley had been re-appointed as the Secretary.

The Committee had had the interior of the building cleaned and painted and the floor was being refurbished.

The Senior Club had started meeting and was running well. The possibility of opening it up to students in Y9 was being considered.

### **Shevington Recreation Ground Trustees**

The Clerk reported that she had contacted the Secretary to the Trustees to clarify the position in relation to the receipt of ground rents from the owners of the block of flats and had established that the agreement in connection with the payment of ground rents had been one that was specific to Lessent Homes - a company that had gone bankrupt. The agreement had not been transferred to subsequent owners.

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

Several representatives of the Parish had attended Wigan Council's recent awards event at the Marquee at the DW Stadium. Shevington Memorial Park and Millbrook School were presented with awards.

Representatives of Appley Bridge in Bloom had attended the North West in Bloom awards ceremony in Southport earlier in the day. The Appley Bridge in Bloom Co-ordinator reported that both Appley Bridge in Bloom and Edible Appley Bridge had been awarded Level 4 for their respective competition entries. Millbrook School had also received an award.

### **Patient Participation Group**

It was reported that the Parish Council did not have an automatic seat on the PPG. There were 15 seats and all had been filled. However, Cllr M Grimes had been invited to attend as an observer and arrangements had been made for him to be sent the agendas for meetings.

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

Cllr M Grimes had been receiving papers and would be attending the meeting in November. A training package for members was currently being put together.

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

There was no report.

### **Vicarage Lane Fields Developments**

The representative of Shevington Sharks RLFC reported that the contract for the construction of the community building (which would have its own management committee) had been awarded to Harry Fairclough Construction. A definite date for when the work would begin was awaited. The FA would be making an announcement about the grant in the near future.

The sports clubs wished to introduce signage on the site and, under the terms of the lease, would need to obtain the Parish Council's permission for this. The clubs also wished to erect a fence around the building and dedicated hard standing for the storage containers. All of this would be developed over the next few weeks and the matters would be an agenda item at a future Council meeting.

A discussion took place about the provision of bins at the facility.

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

The recently held Baby Sale had raised £200 for the fund.

The FSMP were hoping to hold a plant sale in Memorial Park in the Spring. It was likely to be arranged to take place on a Sunday. Permission would be needed from the Parish Council for this.

The group had been accepted for inclusion in the Co-op community project scheme, as had Butterflies and another group based in Standish. Co-op members should be encouraged to vote.

Cllr M Grimes reported that he had read through all of the bid documentation and the details of the initial enquiry. He observed that the preparation of the bid involved quite a complex process, without any guarantee at the end of it that the Council would be awarded a grant.

### **123 Draft Minutes of the Policy & General Purposes Committee Meeting (2 October 2019)**

The draft minutes of the Policy & General Purposes Committee meeting on 2 October 2019 were received.

### **124 Fields of Remembrance Service**

The Clerk reported that the Parish Council's tribute would form part of the Field of Remembrance at the National Memorial Arboretum in Staffordshire. The Field would be open to the public from 4 until 17 November. No one was available to attend the opening Service on Monday, 4 November.

### **125 November Newsletter**

The contents of the November newsletter was discussed.

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

- Wigan Council Ward Boundaries Review
- Shevington in Bloom's Crowdfunding Success
- FSMP Receive Award from Asda
- New Christmas Decorations
- FSMP Bid for Funding from the Co-op
- North West in Bloom Awards
- Appeal for Volunteers for Shevington Moor in Bloom
- Remembrance Sunday
- Christmas Shop-Front Award
- British Champion
- Plough & Harrow Wins Brewery's Community Award
- News from Vicarage Lane Fields
- Standard Items

### **126 Website Update**

Cllr V Galligan provided the Council with an update of progress with re-designing the website. The new website would be hosted by WordPress.com and information from the old one would be transferred to the new one once it was ready. The new website would be accessible once it went live, which was expected to be by the New Year.

**Resolved:** The following were approved:

- Information from the old website would be migrated to the new website.
- The domain name would be transferred to the new website host.
- Cllr V Galligan's expenditure on the project would be reimbursed.

## **127 Parish Council Facebook Page & Other Social Media**

The advantages and disadvantages of different forms of social media were discussed. In the case of Facebook it was possible to set up a widget which enabled the website to be seen on the Facebook page and vice versa. Some members expressed concern about the possibility that rude comments could appear and were reassured that, if they appeared on Facebook, they could be deleted. The same did not apply to Twitter.

**Resolved:** The Council approved the setting up of a Facebook page. Cllrs V Galligan and J Higham would set it up and monitor it.

## **128 Memorial Park Project**

This item was deferred to the Policy & General Purposes Committee meeting the following week.

## **129 Notice Board for Memorial Park**

The provision of a notice board for Memorial Park as well as one for Vicarage Lane was discussed.

**Resolved:** The Clerk would investigate costs and establish whether planning permission was needed.

## **130 Banner for the FSMP**

A proposal that the Parish Council pay for a pull-up banner was discussed.

**Resolved:** The above proposal was approved in principle pending further investigation of the costs involved.

Cllr V Galligan would investigate the costs.

## **131 North West in Bloom Awards (Appley Bridge in Bloom)**

A proposal that the expenses of the Appley Bridge in Bloom Co-ordinator for attending the North West in Bloom awards ceremony on 30 October should be reimbursed by the Parish Council was set aside, because the Appley Bridge in Bloom Co-ordinator had written to the Clerk stating that, while she appreciated the offer, she did not wish to accept it. Her letter was read out by the Chairman.

### **132 Drainage at Vicarage Lane Fields Allotments**

The Council had received a letter from the Secretary to Shevington Gardening Club about issues relating to the drainage at Vicarage Lane Fields. The letter referenced an over-grown ditch running in parallel with the southern boundary of the allotments. Old drainage pipes had been discovered on the land which appeared to be leading to this ditch. It had been suggested that the drainage could be improved by clearing the ditch. The matter was discussed.

**Resolved:** The Clerk would investigate and seek quotations for any necessary work.

### **133 Asset Register 2019/20**

The Asset Register was reviewed. Members queried the bases for the valuations at which the assets were held and were provided with explanations by the Clerk.

Item 039 was carried as 'Agricultural Land'. This was to be amended to 'Vicarage Lane Fields'.

**Resolved:** Subject to the above amendment, the Assets Register for 2019/20 was approved.

### **134 Appointment of Internal Auditor 2019/20**

**Resolved:** Heelis & Lodge were appointed as the Parish Council's internal auditor for 2019/20.

### **135 Clerk's Report**

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

#### Memorial Park Drainage Tendering Process

In reply to a question from a member, the Clerk confirmed that the consultant had agreed to a representative of the Parish Council being involved in the scoring of bids.

#### Elnup Woods

A member observed that part of Elnup Wood was included within the Standish Neighbourhood Plan and wondered whether Standish Voice had been consulted over the anti-social destruction in the woods. The Clerk advised that CLM Groundwork Trust only owned part of the woodland and had been told that they could not carry out reconstruction in the areas they did not own. However, investigations to establish the ownership of other parts of the woodland were on-going.

### **136 Financial Aid Applications**

None.

### **137 Payments, Income & Bank Balances**

The Income / Expenditure Schedule for September / October was 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.

**Resolved:** The following virements were approved:

- £250 from the 'Contingency' cost centre to the 'Chairman's Allowance' cost centre to cover the North West in Bloom expenses and the additional donation to the Royal British Legion.
- £864 from the 'Contingency' cost centre to the 'Tree Survey/works' cost centre to cover the cost of the survey of trees in Memorial Park.

### **138 Planning Applications**

There were no planning applications to be considered.

### **139 Dates of Meetings**

**Resolved:** The dates of meetings for 2020 were approved.

### **140 Next Meetings**

6 November (Policy & General Purposes and Finance Committees;  
27 November (Council)

There being no further business, the Vice Chairman closed the Meeting at 8:28 pm.

**Chairman**