

**Minutes of Shevington Parish Council  
Finance Committee Meeting  
Held Wednesday 6 January 2021  
7 pm – Virtual Meeting**

**Present:** Councillor Ira Whiteley (Chairman), Councillors William McKnight, John Whiteley, Jessica Higham, Michael Grimes and Christopher Horridge  
Five members of the public.

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

**1. Apologies**

Cllrs Mike Crosby and John Ball

**2. Declaration of Interests**

Cllr Chris Horridge w.r.t. Item 6 (*personal*) and Item 7 (*personal & prejudicial*)

**3. Minutes of the Last Finance Committee Meeting (2 December 2020)**

**Resolved:** The Minutes of the Finance Committee meeting held on 2 December 2020 were approved as a true and correct record.

**4. DRAFT Budget & Precept 2021-22**

Information relating to the DRAFT budget and precept for the financial year 2021-22 was discussed at length. Levels of reserves as they would be on 1 April 2021 had been estimated. Particular consideration was given to the value of both ear-marked and unassigned reserves and they were risk assessed.

*Cllr Bill McKnight joined the meeting during the discussion.*

No changes were made to the DRAFT budget. The Committee were concerned that, in view of the economic situation facing the country as a result of the Covid-19 crisis, any increases to the precept should have a very minimal impact on residents.

**Resolved:** The Committee recommended a budgeted expenditure of £96,700 (*including Expenditure Contingency*) and a precept of £77,860 to the Council for approval.

**5. Memorial Park Project Loan Consultation**

The contents of the previously circulated consultation leaflet was discussed at length. Part of the discussion focussed on ways in which responses would be collected. Members were concerned that residents should not be expected to travel far from their homes in order to return their responses. In answer to a question from a member, the

Clerk reported that, in order to offer a FREEPOST service to residents as a means of returning responses, a licence costing £240 for a year would need to be purchased in the first instance. The Council would subsequently be charged the postage per item returned.

The Clerk also reported that Shevington Library and Costcutter in Appley Bridge had agreed to act as dropping off points for responses returned in hard copy.

**Resolved:**

- (a) The Clerk would calculate and insert the missing data needed to complete Q.3 of the consultation.
- (b) The views of each adult member of a household would be counted separately.
- (c) The Clerk would contact the Lester Pet Care Clinic to ask if they would be prepared to act as a dropping off point for residents of Shevington Moor.
- (d) The consultation would be put on both websites and residents would be encouraged to submit their responses using an electronic form.

## **6. Forest Fold Tenants' Association Matters**

It was reported that the Tenants' Association had met for the first time on 10 November 2020. The meeting was held virtually and the following officers were elected at that meeting:

Chair: Mr Shaun Boyle

Vice Chair: Mr Mike Dickinson

Secretary: Mrs Angela Power

Other Committee members elected by the tenants were: Mr Ian Lewin, Mr Andrew Moakes and Mr Brian Rushton. To introduce themselves to the Tenants the Committee had prepared and circulated a newsletter which had included photographs and contact email addresses of each Committee member.

The second meeting of the Forest Fold Tenants' Association had been held, again virtually, on 10 December 2020 and several issues had been discussed. It had been agreed that some of them should be escalated to the Parish Council.

### **(a) Pruning of Trees Behind Plots 27 to 29B**

A request made by the tenants of plots 27 to 29B that the trees behind their plots should be pruned was considered.

**Resolved:** The Clerk would seek advice from the Trees & Woodlands Officer at Wigan Council about the nature of the work that could be carried out on the trees, obtain permission from Wigan Council to carry out the work and seek quotes from tree surgeons.

### **(b) Administration Funding**

As the Tenants' Association had been formed to manage the Forest Fold Allotment site on behalf of the Parish Council, administration costs associated with the running of the Association were discussed. The Committee had asked if the Council would be willing to allocate an annual amount from the allotments budget to cover the cost of items such as stationery, postage and printing and provided details of the type of activities they would be undertaking in relation to engaging with their membership.

**Resolved:** The Committee agreed in principle and asked that the Tenants' Association should put forward an amount that they considered would be appropriate.

**(a) Green Cabin**

On occasion tenants received deliveries of things such as compost, leaves and soil for their allotments. These things were usually shared with other tenants on the site and were left in a bay in the allotments car park for tenants to collect and transport using (usually) a wheelbarrow to their allotments. The Association wished to increase the number of bays in the car park, but there was currently a metal storage container unit taking up the space they would like to use. The Committee had asked if this unit could be moved to another location. They were prepared to investigate the cost of the move and relocation of the unit, but had not so far suggested a new location. However, they had asked whether the Council would consider funding the move.

The proposal was discussed by the Committee. It would be considered again after the Tenants' Association Committee had given it further attention and had provided more information with regard to a proposal for a new location and possible costs of the relocation.

## **7. Forest Fold Allotments Rent Review**

The Committee reviewed the allotment plot rents. They had last been reviewed in 2016 and at the time had been increased to current levels. It was reported that over the past ten years a balance of £1,559.84 had been accumulated in the Forest Fold Allotments Account.

**Resolved:** The Committee agreed that plot rents would remain unchanged for 2021/22. They would be reviewed again in 2022.

*Cllr Chris Horridge did not take part in the discussion and did not vote.*

## **8. Forest Fold Road Repairs**

A resident of one of the properties in Forest Fold had asked the Clerk to bring to the Parish Council's attention that there were 2 areas of tarmac adjacent to the bowling green car park that required repairs.

The first area had been caused by subsidence following the resurfacing of a section of the road some years ago when the road had been excavated in order to introduce an electrical supply to the bowling green pavilion and toilets. The subsidence had subsequently led to the formation of a pothole.

The second area was a pothole at the intersection of the road and the bowling green car park caused by the impact of vehicles bouncing over the kerbed edging onto the road when leaving the car park.

The issues were discussed.

**Resolved:** The Clerk was asked to seek quotations for the repairs.

## **9. January Newsletter**

The previously circulated text was discussed. Several changes were agreed.

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

## **10. Financial Aid Applications**

None

## **11. Dates of Next Meetings**

20 January (Council); 3 February (Policy & General Purposes Committee)

There being no further business the Chairman closed the Meeting at 8:52pm

**Chairman**