

**Minutes of the Shevington Parish Council  
Policy & General Purposes Committee Meeting  
Held Wednesday, 5 October 2022  
7pm - The Community Centre at Vicarage Lane Fields**

**Present:** Councillor William McKnight (Chairman), Councillors John Whiteley, Michael Grimes, Michael Crosby, Vicky Galligan and Cllr Jess Higham (via MS Teams)  
Co-opted Committee Members: Mr David Crook, Mr Charlie Neve and Mr Brian Lomas (via MS Teams)  
One member of the public was present.

In Attendance: Mrs Krystyna Pilkington (Clerk to the Council)

**1. Apologies**

Cllrs Ira Whiteley, Chris Horridge and John Ball  
Mrs Janet Brown and Mrs Eileen Longmore

**2. Declaration of Interests**

None

**3. Village Issues**

**Abandoned House in Shevington Moor**

The Committee were informed that the abandoned house in Shevington Moor had been reported to Wigan Council.

**Faulty Temporary Traffic Lights in Miles Lane**

The temporary traffic lights in Miles Lane had ceased to work a couple of times over the past few days and had created issues with regard to traffic. A member had reported this to Wigan Council.

**Ownership of the Road Through Forest Fold**

The Clerk reported that she was still awaiting information from Wigan Council about the ownership of the road through Wigan Council.

**Warm Hub in Shevington**

Shevington Library had recently been designated as a Warm Hub, i.e. a place where anyone could go and spend time if they needed to keep warm.

**Grit Bin in Broadriding Road**

Decisions made earlier in 2022 about the future of the green grit bin in Broadriding Road were discussed.

**Drainage Issues at the J27 Roundabout**

It was reported that the highways drains at J27 needed to be cleared to prevent large puddles forming on the road surface at the roundabout.

#### **4. Minutes of the Last Policy & General Purposes Committee Meeting (7 September 2022)**

**Resolved:** The Minutes of the Policy & General Purposes Committee Meeting held on 7 September 2022 were approved as a true and correct record.

#### **5. Christmas Shop-Front Competition**

It was reported that Mrs Pam Powell had agreed to act as the judge for the competition. Mrs Powell had attended the September Council meeting and had put forward the suggestion that all participants should receive an acknowledgement for their contribution in the form of a 'Thank You' card from the Parish Council. Following the discussion that had taken place, the following structure was proposed:

- a. 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> prize winners to be selected by the judge.
- b. All participants to be sent a 'Thank You' card.
- c. No special commendations to be awarded.

**Resolved:** The Committee approved the above proposals.

In October a leaflet was distributed to all shop owners (not including the pubs) to let them know that the competition was taking place and to invite them to take part. This presented a good opportunity for members to engage with the local community on behalf of the Parish Council. A copy of this year's leaflet had been circulated.

Members considered dividing the areas between them, with each delivering a few leaflets in person. The following were agreed:

- Woodnook Road shops and Appley Bridge shops – Cllr Mike Grimes
- Shevington Moor & hairdresser's in Miles Lane – Cllr Vicky Galligan
- Golden Days businesses – The Clerk
- Broad O'th Lane, Church Lane, Gathurst Lane – Cllrs Ira and John Whiteley

#### **6. Remembrance Sunday**

An update on progress with arrangements for Remembrance Sunday since the previous week's Council meeting was provided. It was reported:

- Cllr John Whiteley would be co-ordinating readers of the names of deceased service personnel during the two world wars and would lead this during the Service.
- The Police had been provided with details of the parade and had been asked to confirm their attendance, but had not yet responded.
- Confirmation of representatives laying wreaths during the service was in progress.
- Cllr Chris Horridge would bring the cushions made by the Knitter 'n' Natter group to the Memorial Garden. They would be in use on the benches as long as it had not rained.
- Cllr Horridge had also purchased new flags and clips, as the existing ones were no longer fit for purpose.
- Shevington in Bloom would be setting up their poppy displays in the flower beds.
- The Wigan ward councillors had arranged for the War Memorial to be illuminated on one evening during the period before Remembrance Sunday.
- The War Memorial and the Diamond Jubilee Memorial were to be cleaned during October.

- The Council were waiting to hear from Wrightington Parish Council about permission to lay a wreath at the Memorial in Appley Bridge.
- Mr Charlie Neve had met with Mr Kevin Green of the scouts and they would be working together to organise the parade.

## **7. Annual Inspection of Property**

The inspection of property in Crooke Village and Otters Croft Wood had taken place earlier in the week. The updated report on the Annual Inspection of Property was received. *See Appendix A.*

The report was discussed and priorities for action were agreed:

### **Shevington Memorial Park & Garden**

- Signage warning people about muddy ground conditions should be displayed.
- Quotations should be sought for the restoration of the flagged pathways in the Memorial Garden.
- The work relating to trees needing attention and the planting of replacement trees should be addressed.
- The willow whips along the boundary with St Bernadette's School should be removed.

### **Shevington Recreation Ground**

The Clerk would write to the Secretary to the Trustees to ask if they would look into extending their grounds maintenance programme to include the border between the footpath and the housing and exposing the edging of the footpath, which was overgrown.

### **Gathurst Lane Car Park**

- A repair to the small area of damaged tarmac around the drain would be carried out.
- Weeds in the car were to be addressed.

### **Vicarage Lane Fields**

- Quotations for clearing and re-opening the ditch running parallel to the allotments would be obtained.
- Cllr Vicky Galligan would raise an enquiry with Wigan Council about the blockage of the drainage pipe running under the road between another ditch in VLF and the issue track on the other side.

### **Forest Fold**

The green cabin needed to be transferred to Crooke Village. (It was reported that a stalemate had been reached with regard to the transfer. The village needed the cabin for storage, but at the moment a way in which it could be moved had not been identified.)

### **Stockley Park**

Cllr Mike Crosby would raise an enquiry with Wigan Council about installing street lighting along the narrower footpath in Stockley Park.

### **Whiteacre Park**

Wigan Council would be contacted about the lack of grounds maintenance in Whiteacre Park.

### **Street Furniture**

- Issues with the notice boards at Crooke Village and Gathurst would be addressed.
- The station planters owned by the Parish Council would be painted.

### **Crooke Village & Otters Croft Wood**

- Launs Wood was now officially classed as a wetland and all effort would be made to avoid sending more surface water in the direction of Mill Brook.
- The repair of the fence along the 'vehicular access track' was the responsibility of the owner of the land, as they had installed it.

## **8. Tree Risk Management Plan**

The proposed TRMP had been previously circulated and was discussed further. Since the P&GP Committee meeting in September the Trees & Woodlands Officer at Wigan Council had confirmed some of the elements highlighted in red. In his reply to the Council's enquiry he had asked that his name be removed from the document and that he should just be referred to by the name of his office. He had also suggested that reference to the qualifications of the Trees & Woodlands Officer should be avoided, as they were specific to Wigan Council and were only relevant when giving advice to his employer.

Risk Zone maps had been supplied by the Clerk. The details to be added to them would need to be considered and agreed. Cllr Mike Grimes would make amendments to the TRMP in line with the new information supplied. A decision would need to be made about the designation of each site in terms of priority. The outcome of the survey carried out on Memorial Park a few years ago could be included in the Plan. Advice would need to be sought about the depth of the survey that would need to be carried out on the trees in the woodland.

## **9. VLAS Tenancy Agreement**

The recently amended Vicarage Lane Allotments Society tenancy agreement had been previously circulated to members. Changes made to the original agreement accepted by the Parish Council were shown in red within the document. These were considered.

**Resolved:** The amended VLAS tenancy agreement was accepted and approved.

## **10. Memorial Park Play Area RoSPA Report**

The 2022 RoSPA inspection of the play area in Memorial Park was carried out in May. The report had been circulated to elected members. Wigan Council's Playspaces officer had informed the Clerk that most of the issues identified by the inspector had been addressed by Wigan Council.

The ground surface in the vicinity of two items of equipment had been identified as wearing away and the inspector had suggested that grass matting should be installed to remedy this. Shevington & District Community Association had applied for a Brighter Borough grant to cover the costs of the grass matting. It was reported that the grant had been approved and that the transfer of funds was awaited.

A member drew the Council's attention to the fact that previous RoSPA reports had included entrapment risks associated with the space between steps and railings on the double slide, yet the 2022 report did not contain any reference to it. This was discussed. The Clerk was asked to raise this with the Playspaces officer and ask why it had not been included and if there was some way of mitigating the risk.

## **11. Memorial Park Drainage**

A confidential report on progress with the drainage was received and suggestions for the way forward were discussed.

*Cllr Vicky Galligan left the meeting.*

### **Resolved:**

The following were agreed in principle with regard to the drainage project:

1. Surface water drainage from Memorial Park & Garden would NOT be removed via the southeastern outlet in the park, as this would impact on the volume of water entering the Mill Brook and subsequently Launs Wood and Crooke Village.

2. United Utilities would be contacted, at a higher management level than previously, if possible, to determine whether the refusal of permission to add surface water from the park to a UU drainage asset was dependant on a policy of UU, and, if so, the reasons for that policy, or whether it was a legal requirement.

3. If the reasons for the refusal (ref No.2 above) are acceptable, then the Council would begin the process of developing a pond in Memorial Park to drain the land. This would need public consultation and professional advice. UU would then be asked if any excess water from the pond could, in extreme conditions, enter the UU drainage.

4. If the permission referenced in No.3 was refused, a soakaway would need to be constructed to act as an emergency overflow in extreme flood conditions.

5. Investigations into the period of repayment for any loans that might be required to pay for the project would be made. Increasing the repayment period would lower percentage interest being charged and the annual cost that would need to be covered by the precept. This would also need public consultation.

*Mr David Crook left the meeting.*

## **12. Planning Applications**

There were no planning applications to consider.

## **13. Dates of Next Meetings**

26 October (Council);

2 November (Policy & General Purposes and Finance Committees)

There being no further business, the Meeting closed at 9:20 pm.

**Chairman**