

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

Present: Councillor William McKnight (Chairman), Councillors John Whiteley, Michael Grimes and Michael Crosby
Co-opted Committee Members: Mrs Janet Brown and Mr Brian Lomas (via MS Teams)
No members of the public were present.

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

1. Apologies

Cllrs Ira Whiteley, Chris Horridge, Jess Higham and John Ball
Mr Charlie Neve and Mrs E Longmore

2. Declaration of Interests

None

3. Village Issues

Clearing of Footpaths

A co-opted committee member observed that the footpaths through Standish had recently been cleared. The member asked whether there was any possibility of this being done in Shevington, as they were full of nettles and generally overgrown. Cllr Mike Crosby asked the member to send him a list of the footpaths that needed attention. He would follow it up.

Issues with Submission of Grant Application

A member reported that there had been issues with submitting an online Brighter Borough grant application on behalf of the Community Association. Cllr Mike Crosby agreed to look into this.

Potholes in the Road Surface on the Roundabout at J27

The condition of the road surface on the roundabout at J27 and the difficulties experienced with receiving responses from Lancashire County Council in relation to issues registered on their Report It App were discussed.

**4. Minutes of the Last Policy & General Purposes Committee Meeting
(1 June 2022)**

Resolved: The Minutes of the Policy & General Purposes Committee Meeting held on 1 June 2022 were approved as a true and correct record.

5. Annual Inspection of Property

As the inspection of Otters Croft and Crooke Woods had not yet been completed, this item was deferred to a future meeting.

6. September Newsletter

The proposed text for inclusion in the September newsletter was considered.

Resolved: The text for inclusion in the September newsletter was approved.

7. Tress Risk Management Policy

Since the TRMP had last been considered the Trees & Woodlands officer at Wigan Council had reviewed it and had written to say that the Policy met recognised standards for a reasonable approach to risk management. He had said that he was happy with its content.

With regard to Ash Dieback (Appendix 8) the Trees & Woodlands officer had informed the Council that standing advice from the Forestry Commission stated that *'unless there was less than 35% live growth and there were no other significant pests, diseases or structural defects, only dead branches which posed a significant risk of harm should be removed and the trees should be monitored'*. If the grounds staff removed fallen leaves in the autumn and disposed of them away from affected trees, the impact of the fungus, which released spores from fallen leaves, should be reduced. Current research indicated that younger trees were not as tolerant to the fungus as older trees.

Cllr Mike Grimes, who led the discussion, agreed to make changes to the document in line with the Trees & Woodlands officer's suggestions.

He then drew the Committee's attention to Appendix 3, which contained lists of Parish Council sites. These had been divided into priority risk, moderate risk and low / negligible risk with regard to the degree to which the trees growing on them posed a risk to the public. He observed that surveys had to be carried out in order to identify trees needing attention on each site in order to reduce that risk. Trees on sites of priority risk needed to be surveyed more frequently than those on sites of moderate risk and low / negligible risk – in that order.

The Clerk agreed to prepare maps illustrating the different risk zones. These would be added to the document.

Inspection regimes needed to be incorporated into the Policy and surveys needed to be commissioned at agreed intervals. The advice of the Trees and Woodlands officer would be sought with regard to the frequency and the depth at which they should take place.

Cllr Grimes observed that insufficient funds were allocated in the budget each year for tree surveys. He advised that the funds allocated to this cost centre would need to be increased in future years.

8. Treeworks in Memorial Park

Trees Along the Boundary with Nos 3 and 5 Fern Close

It was reported that the residents of Nos 3 and 5 Fern Close had asked if the trees along the boundary of their properties with Memorial Park could be pruned. This was last done approximately 10 years ago. The trees were the subject of TPOs and the Trees & Woodlands officer had inspected them and had made recommendations with regard to what would be permitted. This was discussed briefly.

Resolved: An application for permission for a crown lift to clear the ground by 4 metres all round and crown thin the group as one canopy by 20% would be submitted.

Dead and Herbicide Damaged Sycamores

During his visit to the park the Trees & Woodlands officer had noticed that there was a dead Sycamore next to 35 Shevington Lane. He had advised that it could be removed under exemption, but would need to be replaced. This was quite a small tree.

The Trees & Woodlands officer had also spotted three Sycamores in the same area which were showing signs of what might be herbicide damage – small, weakened, yellowing and curled up leaves on the trunks. It was possible that one or two of these trees might have died. The Clerk would undertake further discussion with the Trees & Woodlands officer to ascertain the best way forward. The Clerk advised that, as the trees were subject to a TPO, any trees that had to be felled would need to be replaced.

9. Remembrance Sunday

Remembrance Sunday was on 13 November 2022. As far as the Parish Council's role was concerned, the arrangements were expected to be largely the same as in past years. Should circumstances require any Covid-related restrictions to be introduced nearer the time the arrangements could subsequently be tailored to fit in with those restrictions (or guidelines). Working on the assumption that things would be normal, members were informed about the actions that had to be taken in the coming weeks.

The arrangements were discussed.

Resolved: The following were agreed:

- a. Permission would be sought from Wrightington Parish Council to lay a wreath at the War Memorial at Appley Bridge and Cllr Mike Grimes would represent the Council at the Parade and the Service.
- b. The Caretaker would be responsible for setting up the PA system for the service at Shevington Memorial, having checked in good time that all elements of the system were in working order. If necessary, he would source and procure replacements.
- c. The trumpeter who played in 2021 would be invited to play at the Service in the first instance.
- d. Depending on the number of display poppies the Council still had in stock, Parish Council staff would attach them to lamp posts at central locations in Shevington, Appley Bridge, Shevington Vale and Shevington Moor. The CVRA would be responsible for attaching poppies to lamp posts in Crooke Village.
- e. 'Our Tommy' would be brought from Shevington Library to the Service at the War Memorial.

10. Christmas Shop-Front Competition

Members discussed arrangements for the Christmas Shop-Front Competition 2022.

Resolved:

- (a) The competition would go ahead in 2022.
- (b) Mrs Pam Powell would be invited to judge the competition.

11. Policies Review

The Committee reviewed the following Policies:

- a) Complaints Procedure
- b) Code of Conduct
- c) Community Engagement Strategy

No changes were proposed with respect to the Complaints Procedure or the Code of Conduct. A member observed that the location of meetings should be amended.

Resolved: The above Policies were approved, subject to the above amendment being made.

12. Planning Applications

There were no planning applications to consider.

13. Dates of Next Meetings

28 September (Council); 5 October (Policy & General Purposes Committee meeting)

The Chairman announced that Memorial Park drainage would be on the agenda of the next Policy & General Purposes Committee meeting on 5 October. The Clerk was asked to let all members know. As many members as possible needed to be present at the meeting.

There being no further business, the Meeting closed at 7:34 pm.

Chairman