



# **POLICY & GENERAL PURPOSES COMMITTEE MEETING**

**WEDNESDAY 4 MARCH 2020 - 7 P.M.  
SHEVINGTON LIBRARY**

## **AGENDA**

- 1. Apologies** – to receive apologies from Committee members.
- 2. Declaration of Interests** - to receive any declarations of interest (personal and/or prejudicial) with regard to items on the Agenda.  
Unless already entered in the Council's Register of Members' interests, members are required to disclose any personal interest, (which includes any disclosable pecuniary interest), they may have in any of the items included on the agenda for the meeting in accordance with the Code of Conduct adopted by the Council on 28 June 2012 and amended on 25 October 2012. Members are reminded that if they have any personal interests of a prejudicial nature or a disclosable pecuniary interest they must not participate in any discussion or vote on the matter and must leave the room. Any member needing clarification must contact the Clerk.
- 3. GM Walking Festival** – *for information, discussion and agreement*  
Please welcome Mr Paul Gallagher, Community Capacity Officer at Wigan Council, who will be attending the meeting to talk to the Parish Council about local plans for the Greater Manchester Walking Festival. On 29 May 2020 Community Capacity officers from Wigan Council are – together with Shevington Youth Club - leading a 6 mile walk around Shevington through the fields, woods and across the motorway bridge. Given that the deadline to register a walk is 29 Feb, they have decided to extend the walk to include some sections from the Shevington history walks. This will give people the flexibility for people who want to do just part of the walk. All keen Shevington historians are welcome to come along and assist with this. Mr Gallagher is attending the meeting to give a presentation of the walking festival and also the wider role of The Deal for Communities Team in Shevington and across the borough.  
Members are invited to discuss and agree how and the degree to which the Parish Council could become involved with this.  
*(Co-opted Committee members may vote on this.)*
- 4. Minutes of the Last Policy & General Purposes Committee Meeting (5 February 2020)**  
- to consider, agree and approve the signature of the previously circulated Minutes by the Chairman as a correct record of the meeting. (circulated with papers for the Full Council meeting on 26 February)

**5. Village Issues – for information only**

To receive reports relating to the legitimate business of the Council from Committee members and Council officers (Councillors are asked to advise the Clerk in advance of any reports – including the subject matter - they wish to make.)

**6. Plans for VE Day Celebrations – for information, discussion and agreement**

To further develop the plans and receive updates on progress with the 75<sup>th</sup> Anniversary of VE Day Celebrations, namely:

- (a) Commemoration Service on Sunday, 10 May
- (b) Participation in the Carnival and Parade at Wigan Town Centre
- (c) Heritage Day.

N.B.: Financial decisions may not be made by this Committee.

*(Co-opted Committee members may vote on this.)*

**7. Forest Fold Allotments Tenants Association – for agreement (enclosed)**

After the allotments at Forest Fold were originally set up several decades ago a tenants' association was also formed. This tenants' association worked in partnership with the Parish Council to manage the allotments. Over the years this tenants' association grew in membership and developed into the organisation that is now known as Shevington Gardening Club and has a much wider brief and a membership that includes people from all over Wigan. Only about 4 members of the existing Shevington Gardening Club now have allotments at Forest Fold. The majority of the membership have no connection at all with the Forest Fold site.

Approximately three years ago the Parish Council consulted the current tenants about the possibility of setting up a new tenants' association. The responses from current tenants indicated that there was very little interest. However, in recent months several tenants have taken a more pro-active approach and have met on several occasions to discuss the possibility of setting up such an association with a view to working with the Parish Council to manage some aspects of the allotments. To this end they have agreed a constitution, which they would like to propose to the Parish Council. The proposed constitution and the minutes of a meeting the group held in November are enclosed.

At the request of the group Cllr J Whiteley and the Clerk met with them on 20 February to establish their proposals:

1. Approval of the setting up of the Forest Fold Allotments Tenants' Association and their constitution.
2. Agreement that the annual tenancy agreements should begin in March instead of in April. *(They appreciated that it was too late for this year. The tenancy agreements have run from 1 April for a very long time. This date would have been selected because it coincided with the beginning of the Parish Council's financial year. The financial implications of this will need to be considered by the Finance Committee.)* The tenancy agreement is also enclosed
3. Agreement that all tenants at Forest Fold Allotments would automatically be members of the Association at no extra cost to them.
4. Once Nos.1 and 3 had been agreed and all plot rents have been received the group will hold an AGM and a Committee and officers will be elected.
5. Agreement that plot rents should be due 40 days after the start date of the tenancy agreement. Currently it is 31 July, which the group deemed gave tenants too long.
6. Agreement that the Association would work with the Parish Council to manage certain aspects of the allotments. This would include making decisions about giving notice to quit to plot holders in the event of a breach of their tenancy agreements. *(A simple formal agreement will need to be drawn up to define responsibilities and data sharing. A formal procedure for dealing with tenancy breaches will also need to be approved. The procedure will need to include an opportunity for appeals.)* There was considerable concern amongst the group that some plot holders took on the responsibility of a plot and then did not work it, but were not prepared to give it up.

Members are invited to discuss the above proposals and agree the best way forward.

*(Co-opted Committee members may vote on this.)*

**8. Vicarage Lane Fields Allotments Drainage - for discussion and agreement (enclosed)**

In 2019 it was agreed that the condition of the ground in the vicinity of the allotments at Vicarage Lane should be investigated. The site was visited by Cllr C Horridge and the Clerk, who found that, because of the sustained wet weather conditions and the lie of the land, the ground surrounding the allotments was very water-logged. The contractor hired by the lease holder to install drainage within the allotments had reported discovering old

drains which appeared to lead in the direction of a ditch, which was thought to run alongside the hedgerow on the boundary parallel to the footpath to Crooke Village. This ditch had long ago been filled in and had disappeared. He had suggested re-instating the ditch to see if that could alleviate the problem. Enclosed is an update from the leaseholder. Members are invited to discuss the situation and agree the best way forward.

*(Co-opted Committee members may vote on this.)*

**9. March Newsletter – for approval** (to follow)

Text for the March edition of the newsletter is in the process of being compiled. Some items are still awaited. This enclosure will follow early in the week.

*(Co-opted Committee members may vote on this.)*

**10. Achievement Awards - Citations – for agreement**

Because of the confidential nature of the discussion related to this item, for practical purposes members are invited to delegate this item to the Finance Committee, which will begin its meeting at the rising of this meeting.

**11. Re-Designation of Standish Voice as a Neighbourhood Forum - Consultation**

*– for discussion and agreement* (enclosed)

Standish Voice's designation as a Neighbourhood Forum is due to expire on 14th May 2020. They have applied to be re-designated for another 5 years.

The re-designation of the Neighbourhood Forum is currently out for consultation **until 5pm on Wednesday 18th March 2020**. Enclosed are copies of the submitted documents (Standish Voice's Constitution, a statement of compliance with the Neighbourhood Planning Regulations). Other documents relating to the Neighbourhood Plan, which has now been incorporated into Wigan Council's Local Plan, can be found on Wigan Council's website. Members are invited to discuss this and agree the best way forward.

**12. Liverpool John Lennon Airspace Transition Consultation**

*– for discussion and agreement* (documents relating to this consultation were circulated with the papers for the meeting on 5 February)

To receive a report from Cllr J Whiteley on his recommendations for responses to the consultation.

Members are invited to discuss the above and agree the best way forward. The closing date for submitting responses is in April.

*(Co-opted Committee members may vote on this.)*

**13. Proposed Double Yellow Lines for Church Lane – for discussion and agreement** (enclosed)

A long time resident of the Parish and owner of several commercial properties in Church Lane attended the Parish Council meeting in February and raised concerns about the proposed introduction of double yellow lines to some sections of Church Lane. The resident's concerns and his correspondence with Wigan Council are enclosed. A copy of the Notice of Intent is also enclosed.

Members are invited to discuss the issues and agree the best way forward.

**14. Planning Applications – to consider for comment**

At the time of the preparation of this agenda there were no relevant planning applications to bring to the attention of the Committee.

**15. Dates of Next Meetings:** 11 March (Annual Parish Meeting)  
25 March (Council); 1 April (Policy & GP Committee).

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*K Pilkington*

Clerk to the Parish Council