



# **POLICY & GENERAL PURPOSES COMMITTEE MEETING**

**THURSDAY 4 OCTOBER 2018 - 7 P.M.  
ST BERNADETTE'S SCHOOL HALL**

## **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. Minutes of the Last Policy & General Purposes Committee Meeting (6 September 2018)** - to consider, agree and approve the signature of the previously circulated Minutes by the Chairman as a correct record of the meeting. (circulated with the papers for the Council meeting of 27 September)
- 4. Village Issues** – *for information only*  
To receive reports relating to the legitimate business of the Council from Committee members and Council officers (Committee members are asked to advise the Clerk in advance of any reports – including the subject matter - they wish to make.)
- 5. Freepost Scam Mail** – *for discussion and agreement* (enclosed)  
A letter from Royal Mail is enclosed. It contains a request to the Parish Council for its support in relation to combatting Freepost Scam Mail.  
Members are invited to consider the request and agree the best way forward.  
(*Co-opted Committee members may vote on this.*)
- 6. SLCC Training Day Report** – *for information* (enclosed)  
To receive a report on employing volunteers and risk assessment.
- 7. GDPR: Data Breach Policy** – *for consideration and adoption* (enclosed)  
Members are invited to consider and adopt the policy.
- 8. GDPR: Record Retention Policy** – *for consideration and adoption* (enclosed)  
Members are invited to consider and adopt the policy.

**9. Plans for Tree Planting at Vicarage Lane Fields Site – for discussion and agreement** (enclosed)

The Woodlands Trust have confirmed that the saplings they have awarded the Parish Council will be delivered to the Chairman's address between 1 and 9 November.

The order consists of:

- (1) Medium Wild Harvest (105 saplings - hazel, blackthorn, crab apple, dog rose, elder, rowan) The trees in this pack are intended for land covering the area of 4 tennis courts.
- (2) Medium Wild Wood (105 saplings - hazel, crab apple, downy birch, hawthorn, holly, goat willow) These hardy native species can tolerate exposed sites and help dry up areas where water collects easily. Trees absorb water and their roots break up soil to help water penetrate the ground more deeply and slow surface water run-off. The trees in this pack are intended for land covering the area of 4 tennis courts.
- (3) Small Hedge (60 saplings – dog rose, hawthorn, hazel, crab apple, elder) Mammals, insects and birds all love the shrubs in this hedge pack. These trees should be planted to make a natural screen or used to connect existing woodland, helping hedgehogs and dormice stay on the move. We will get a variety of each species for 16 metres (the size of two tennis courts) of full, easy to manage hedging.

According to the Woodlands Trust website, packs should also contain tree protection.

However, it is not clear from the email sent to the Chairman (which lists the pack contents) whether tree protection is included. Saplings of this size are susceptible to attack by rabbits, voles, hares, etc. To give them a fair chance of survival the saplings will need protection. If the packs do not include this, members are invited to consider recommending that the Parish Council purchase sapling protectors. Ones of a suitable size cost approximately £1 each. *(Statistically, the survival rate without tree protection is 10%.)*

The saplings will need to be planted at the Vicarage Lane Fields site during November after the 9<sup>th</sup>. With so many saplings, several willing volunteers (together with spades, etc) will be needed.

Members are invited to discuss and agree the following:

- (a) A date for the community planting;
- (b) Sources for the pool of volunteers;
- (c) Locations on the site where the trees / shrubs are to be planted. Enclosed is a copy of the site plan to aid members in making this decision.

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

**10. Accessible Parking Outside Bewleys Hardware Store – for discussion and agreement**

The following request has recently been received from Wrightington Parish Council via its Clerk:

*“The Parish Council have recently been approached by elderly residents of Wrightington who use Bewley's Hardware store on Miles Lane with a request that Shevington Parish Council look into the possibility of a parking bay outside the shop. The double yellow lines outside the shop make it difficult for older or disabled people to access the shop without walking quite a way, or crossing the busy main road, having parked on the car park opposite.*

*The Parish Council believe that this store is a wonderful local facility and the only one of its kind in the area and would support any request for a disabled parking or loading bay in front of the shop, if Shevington Parish Council would request it.”*

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

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

**11. Memorial Park Project – for agreement** (enclosed)

Enclosed are three documents for members' consideration:

- (a) An update on proposals and decisions made to date;
- (b) The historical agreement between the FSMP and the Parish Council;
- (c) The proposed agreement between the FSMP and the Parish Council.

Members are invited to agree the best way forward.

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

At the time of preparing this Summons there are no relevant planning applications to be considered.

**13. Dates of Next Meetings:** 25 October (Council);

1 November (Policy & General Purposes and Finance Committees)

# OPEN TO THE PUBLIC AND PRESS

*K Pilkington*

Clerk to the Parish Council