



POLICY & GENERAL PURPOSES COMMITTEE MEETING

**THURSDAY 6 JUNE 2019 - 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. **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.)
4. **Shevington Community Fete Stall** – *for discussion and agreement*
The Parish Council's stall has been booked and the fee has been paid. The Fete will take place on Saturday, 22 June, when the Council's stall traditionally provides an opportunity for members to engage with the public. The stall is usually located within the body of Shevington Methodist Church. In 2018 and in 2017 (when the Fete was replaced by the Community Day) the stall was the centre for a consultation on the Memorial Park refurbishment project. In the years prior to that the stall was used to provide information to the public about the general work of the Parish Council and to gather whatever views residents wished to share. In those years the stall was manned by several members working on a rota.
Members are invited to discuss and agree the approach they wish to take this year and to also agree a rota.
(Co-opted Committee members may vote on this.)

5. Closure of Gathurst Lane Car Park on Fete Day – for approval

Gathurst Lane car park is usually closed to the public on the day of the Fete to allow stall holders to park their vehicles there.

Members are invited to approve the closure.

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

6. Memorial Park 'In Bloom' Entry - for information

Shevington Memorial Park has been entered in the Small Parks category of the RHS North West in Bloom competition. Judging day is 4 July. The Clerk met with representatives of Shevington in Bloom, who carry out voluntary work in the park, a couple of weeks ago to agree what would need to be done to prepare the park for the competition.

The following have been included on the list of things to do:

- SinB will prepare the bulk of the portfolio
- Schools are to be invited to carry out activities in the park and provide evidence of these for the portfolio
- The two young beech trees in the Memorial Park that have died are to be removed.
- The cherry tree in the sensory garden is being overshadowed by a larger neighbouring tree. The latter will need to have some branches pruned.
- All low level epicormic growth on trees will need to be removed.
- Two more grasses will be purchased and planted around the Diamond Jubilee Memorial stone.
- More begonias will be purchased for planting in the two troughs in the Memorial Garden.
- When the hedge is cut the upper surface will need to be straightened.
- The benches and bins will need to be washed on the day and the areas under the benches will need to be swept.
- Some of the benches will need to be painted.
- Wigan Council, who are contracted to maintain the sand in the play areas, will be asked to ensure that all the weeds have been removed and that the sand has been rotovated.
- The area around the play areas will need to be swept.
- All weeds need to be removed and grassed areas need to be edged.
- Tree sculptures should be varnished.
- The Shevington in Bloom flag will be flown on the day.
- Grass will need to be cut and the cuttings collected.

Most of this work will be carried out by contractors as part of their routine work. However, volunteers will be needed to do the last minute finishing touches.

7. July Newsletter – for discussion and agreement

The following have been either received or suggested for inclusion in the July edition of the newsletter:

- (a) Shevington Fete
- (b) 'In Bloom' Judging
- (c) CA Quiz Night
- (d) Annual Parish Walk
- (e) Bowling Green advertising
- (f) Standard items

Members are invited to put forward further suggestions and approve those in the list above.

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

8. Review of Policies (enclosed)

The following Policies are presented for review:

- (a) Equal Opportunities Policy – last reviewed in September 2017

No changes are suggested.

- (b) Grant Awarding Policy – last reviewed in November 2016

The following change need to be made to the Policy to bring it into line with the status quo:

Under 'Guidelines for Financial Aid Applications' the second part of No.3 needs to be amended from *'The application will be considered by any one of the committees, which will present its recommendations to the Parish Council. The actual grant payments will be approved by the Parish Council at their next meeting.'* to read *'The application will be considered by either the Finance Committee, which has delegated authority to*

approve financial aid applications, or by the Parish Council. The actual grant payments will be approved by the Parish Council at their next meeting.'

Members are invited to review the two policies and agree amendments.

9. The Parish Plan – for information (enclosed)

In 2006 the Parish Council published a Parish Plan. This is a corporate plan based on the outcomes of a parish-wide consultation at the time. Since then the Council have been working towards the goals listed in the Plan. In 2015 the Parish Plan was reviewed by representatives of several community groups and a parish-wide consultation was undertaken in 2016 over the review. The review process was led by Mr B King, who was a co-opted Committee member at the time. The 2006 Parish Plan and Mr B King's reports on the review and the subsequent consultation are enclosed for members' information.

10. The Image Presented by the Britannia Hotel – for discussion and agreement

The Britannia Hotel in Almond Brook lies within Shevington with Lower Ground ward, but is just outside the Parish. It has recently been reported that residents of this part of the Parish are of the opinion that the hotel presents a very negative image of the community – looking shabby both online and offline. The venue is used as a polling station and on recent election days a number of voters were heard commenting about the shameful presentation of the hotel grounds and exterior décor. Members are invited to discuss this and agree the best way forward. Mr B Lomas will lead the discussion.

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

11. Damage Caused by Motorcyclists in Elnup Wood – for information only (enclosed)

A member of Shevington in Bloom has recently reported the discovery of deliberate damage in Elnup Wood. A report is enclosed for members' information.

12. Public Footpath from Miles Lane to The Nook – for agreement (enclosed)

A resident has raised concerns about the condition of the footpath, particularly that of the steep slope before the green bridge. Cllr C Horridge has investigated and has sent the enclosed report, which contains the text of the resident's email.

Members are invited to consider the report and agree the best way forward.

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

13. Appley Bridge Community Association Signage – for agreement (enclosed)

Appley Bridge Community Association have sent the enclosed request. Members are invited to consider the request and reach an agreement in principle. If the Committee are minded to support this initiative, it will be necessary for ABCA to submit an application for a grant with supporting documentation. This can then be considered by either the full Council or the Finance Committee – depending on when it is received.

A note of caution: the location of the signage along Miles Lane will need to be carefully established so that the community of Shevington Vale is not erased.

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

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. Consultation on the Vehicle Operator Licensing System – for agreement

The Department for Transport has issued a new [Consultation on the Vehicle Operator Licensing System](#) which is due to come into force by 1 April 2020. NALC (National Association of Local Councils) will be responding.

Context & proposals

The Government wishes to introduce formal tribunal rules to allow traffic commissioners to deal with cases fairly and justly. Public Sector Vehicle (PSV) operator licences are considered in chapter 1 of the consultation document. Formal tribunal rules are examined in chapter 2. NALC is minded to highlight:

1. Its position that local councils should be statutory consultees at all stages during traffic commissioner cases.
2. Its position that the Government needs to consult with local councils on HGV parking sites in suitably sustainable locations within their boundaries; and
3. Its position that the Government needs to introduce measures to make it easier to de-criminalise breaches of parking regulation for the purposes of allowing local councils to enforce those regulations.

Consultation questions

NALC will be responding to the consultation questions below and is interested in the sector's views:

Question 1: Do you agree with changing PSV operator licence procedures so that applicants can have operational approval at the earliest opportunity (subject to normal safeguards)?

Question 3: Do you agree that introducing formal tribunal rules will be beneficial to the Traffic Commissioner's tribunal functions? If No, please explain why you are against the introduction of tribunal rules introduction.

If we are to respond to NALC we must do so by Tuesday 11 June.

Members are invited to discuss this and reach an agreement.

16. Councillors' Training – for information and agreement

At the request of the Council two training options have been explored:

(a) Lancashire Association of Local Councils (LALC)

LALC provide training for new councillors on a variety of parish council specific topics and are willing to come to Shevington to do this. Their fee is £190 for a two hour evening session regardless of how many attend. The session would be held in the library. In the past we have invited neighbouring councils to take part and make a contribution. We have had some success with this. At present, because most parish councils have just had elections, this session is in great demand and there is a waiting list. The Parish Council has been added to the list, but we will only hear in the Autumn when we can be accommodated.

Members are invited to note the information and agree the best way forward.

(b) Democratic Services Team from Wigan Council

The team from Wigan Council are willing to provide training in topics such as registerable interests, the work of the Standards Committee in handling complaints against councillors, community engagement, basic do's and don'ts of data protection. This would be provided on a Monday evening at 6pm at Wigan Town Hall – date to be agreed – for members of both Shevington and Haigh Parish Councils. There is no charge. Democratic Services have asked us to suggest possible dates from September onwards.

Members are invited to reach an agreement on this.

17. Date of Next Meeting: 27 June (Council)

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K Pilkington

Clerk to the Parish Council