



# **POLICY & GENERAL PURPOSES COMMITTEE MEETING**

**THURSDAY 6 SEPTEMBER 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 Meetings (7 June & 2 August 2018)**  
- to consider, agree and approve the signature of the previously circulated Minutes by the Chairman as a correct record of the meeting. (enclosed [7 June] and circulated with the papers for the Council meeting of 30 August [2 August])
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. **Annual Inspection of Property – for discussion and agreement**  
(circulated with the papers for the August Council meeting)  
Members are invited to agree a programme of priorities.  
(Co-opted Committee members may vote on this.)
6. **SLCC Training Day Report – for information** (to follow)  
This document will follow on Wednesday.
7. **GDPR: Data Protection Policy – for consideration and approval** (to follow)  
This document (which is a standard one) will follow on Wednesday.  
Members are invited to consider and approve the policy
8. **Christmas Shop-Front Competition – for agreement**

This will be the tenth year of the competition. Members are invited to agree the following:

- a) That the competition should continue.
- b) Method and date of judging.

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

**9. Remembrance Sunday Arrangements – for discussion and approval**

Arrangements for Remembrance Sunday, which is on 11 November, are at the moment expected to be largely the same as in past years. The following actions have to be taken in the coming weeks:

- a) The notice of the details of the parade and service, which begins at 10:45am, has to be confirmed with Wigan Council, who are responsible for publishing it.
- b) The Police attend automatically – this has to be confirmed.
- c) Wreaths have to be ordered for the War Memorials in Shevington and Appley Bridge and for the Miners' Memorial in St Anne's Church grounds.
- d) Permission has to be sought from Wrightington Parish Council for a wreath to be laid at the War Memorial at Appley Bridge.

Members are invited to approve the following:

- a) The identity of the member who will represent the Council at Appley Bridge.
- b) The arrangements for setting up the PA system.

The Caretaker will be responsible for setting up the PA system and will check the battery in good time beforehand to ensure that it is working and will charge it up. However, if it is not working it will be necessary to either purchase or hire a new one.

- c) The identity of the bugler.

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

**10. 'Our Tommy' – for discussion and agreement**

'Our Tommy' has arrived and, once it has been established that it is in good condition and has been assembled, will be on display in the library foyer. It has been suggested that it should also be put on display at other locations in the Parish. These locations will need to be identified.

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

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

**11. September Newsletter – for approval (enclosed)**

Most of the text of the September newsletter is enclosed. Several items are still awaited.

*Members are invited to consider and approve it.*

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

**12. Memorial Park Project Consultation Leaflet – for approval (to follow)**

At the Council meeting in August it was agreed that the Friends of Shevington Memorial Park should be invited to prepare the consultation leaflet. The text for the leaflet will follow during the week.

*Members are invited to consider and approve the text.*

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

**13. Memorial Park Play Area ROSPA Report – for information and discussion (enclosed)**

The ROSPA inspection has been carried out. It is being circulated by email, as it is 49 pages long. If a member would like a hard copy, please let the Clerk know.

*Members are invited to note the report and discuss the report.*

**14. Parish Council Logo – for consideration and agreement**

The Friends of Shevington Memorial Park have asked if the Parish Council would be prepared to give their permission for the group to use the Parish Council's logo.

The group have also asked whether, with the Parish Council's permission, they could re-design the logo and produce a new one.

*Members are invited to consider the above requests and agree the best way forward.*

**15. LALC: Annual General Meeting – for agreement (enclosed)**

The AGM of the Lancashire Association of Local Councils will take place at 10am at Howick House, Penwortham on Saturday, 17 November. The Parish Council is invited to

- (a) send 3 voting representatives (one of whom may be the Clerk) and any number of non-voting representatives and to
- (b) send resolutions for discussion and decision by delegates – a proposer and seconder must be prepared to attend to speak on the subject for a short time.

*Members are invited to agree the best way forward.*

**16. Footpaths & Footpath Signage – for consideration and agreement**

During the Annual Parish Walk it was noticed that some of the footpaths need new signage.

It has been suggested that Wigan Council should be approached about the possibility of

providing new signage and that volunteers should be approached to install the signage in the correct places. Cllr C Miles will lead on this.

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

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

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

There are no relevant planning applications to be considered at present

**18. Venue for & Dates of Next Meetings – for information and agreement**

27 September (Council); 4 October (Policy & General Purposes Committee)

Shevington Library will be closed for essential building repairs from Monday, 17 September until Monday, 15 October. In view of this an alternative venue for the above two meetings will need to be agreed.

**OPEN TO THE PUBLIC AND PRESS**

*K Pilkington*

Clerk to the Parish Council