



POLICY & GENERAL PURPOSES COMMITTEE MEETING

**THURSDAY 7 JUNE 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 (3 May 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 May Council meeting)
4. **Poppies for Lamp Posts – for discussion and agreement**
 - (a) At the April Council meeting it was agreed that the Parish Council would fund a display of large poppies along the main roads in the centre of Shevington village that lead to the Memorial Garden, and, subject to the funding being available, possibly at the centres of the other village / hamlet communities that are part of the Parish during the period in the run up to Remembrance Sunday.
An assessment of the number of lamp posts on stretches of relevant roads, i.e. Shevington Lane, Broad O'th Lane, Church Lane, Miles Lane, New Miles Lane, Gathurst Lane, Woodnook Road, Shevington Moor Road, Back Lane, Crooke Village, Wigan Road and the dual carriageway from the roundabout at J27, has indicated that there are 286. That would mean 286 poppies if one poppy was attached to each lamp post or 143 poppies if a poppy was attached to every second lamp post.
We have been told by Standish British Legion that there is no charge per poppy, but that we are asked to make an appropriate donation. I am hoping that we will have an example poppy to view at the meeting.

- (b) At the same meeting the Council agreed to fund poppies for Mill Lane as a continuation of the Appley Bridge Community Association project. There are 14 lamp posts in the Shevington Parish stretch of Mill Lane. We have still to establish whether we will need 14 poppies or 7 and whether the poppies that ABCA are purchasing are those provided by the Royal British Legion. We should, hopefully, have more definitive information by Thursday.

Members are invited to consider the information, agree the best way forward in both cases and recommend the expenditure to the Finance Committee for approval.

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

5. Christmas Decorations – for agreement (enclosed)

Members who attended the Council meeting last month received a presentation from an officer of the LA's Street Lighting Department on designs of lamp post motifs and their associated costs. Information was circulated to those members present. It is enclosed with this package for those who were not present at last month's Council meeting.

Only one out of the three companies approached provided proposals. The company in question will manufacture the motifs to whatever colour scheme the Committee wish.

Information has been provided about both purchase and hire schemes. A combination of designs may be selected.

It has now been confirmed that there is no need to cover the costs of installing infrastructure in the lamp standards, as it has already been installed.

Members are invited to discuss the proposals and select their preferred design(s) and colour scheme for recommendation to the Finance Committee.

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

6. Outcome of the Future of the School Site Consultation

– for information, discussion and agreement (enclosed)

The consultation responses were collated by the Chairman, who prepared the enclosed report.

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

7. Memorial Park Project – for information

To receive an update on preparations for the display and consultation due to take place at Shevington Fete.

Members are also invited to agree a rota for covering the Parish Council stall on 30 June.

8. Train Time-Table Changes – for discussion and agreement

One of the recurring news items over the past couple of weeks has been the shambles resulting from the time-table changes implemented nationwide in May. We have now been told by Northern that we can expect the cancellation of many train services daily in the region for the next couple of months and that matters will not be rectified until some time in July. Following her personal experiences on the first day that the changes were implemented, Cllr C Miles will lead on this.

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

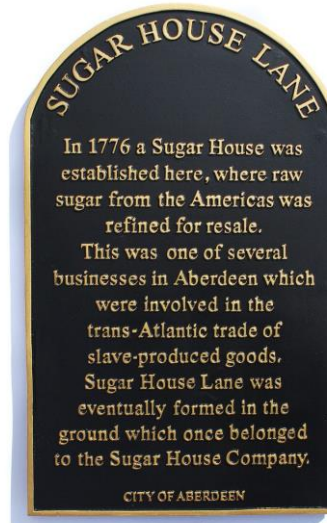
(Co-opted Committee members may vote on this.)

9. Robert Inward Randall's Plaque – for agreement

About two years ago the Council agreed in principle to purchase and install a commemoration plaque for Robert Inward Randall – legendary former Clerk to the Parish Council – at Randall's Corner on the shop building that he owned. The current owner agreed then in principle, but asked us to delay any action until his re-organisation project of the whole site had been completed. The project has largely been completed and he has re-affirmed verbally that the Parish Council may install a plaque on the wall of what is now the Costcutter convenience store, provided it is not very big and he approves it first.

Commemorative plaques come in different colours and in different shapes and sizes. They are usually made of cast iron. The wording is up to the organisation installing them.

Invariably they carry the name of the organisation and brief details and dates of the person / event they are commemorating. Below are one or two examples:



There are several companies that make them in this country and costs start at about £230 for a small plaque. Installation costs would be additional to this. If the Committee decide to go ahead, we will need to agree on a size, shape and colour and on the wording and quotations will need to be obtained. Written permission from the owner of the property to install the plaque would also need to be obtained. The plaque would remain the property and responsibility of the Parish Council.

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

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

10. Annual Parish Walk – for agreement

Due to circumstances beyond anyone's control we will need to approach someone to take on the leadership of the Walk. This not only involves leading it on the day – August Bank Holiday – but also planning and testing the route.

Arrangements also have to be made for refreshments at the end of the Walk and a Charity to which donations will be made by the participants needs to be selected.

Members are invited to:

- (a) Agree that the Walk will go ahead as usual*
- (b) Agree the way forward in relation to leadership of the Walk*
- (c) Agree arrangements for refreshments*
- (d) Approve a Charity.*

Cllr C Miles will lead on this.

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

11. Best Kept Allotment Award – for agreement

It is that time of year when arrangements are made for the judging of the Best Kept Allotment at Forest Fold. This involves making arrangements for a competent experienced person to judge the allotments using criteria laid down by the National Allotments Association as a basis.

Members are invited to agree that the arrangements can go ahead and recommend the approval of a prize to the Finance Committee.

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

12. July Newsletter – for agreement

Please accept my apologies for an error that appeared on the front page of the May edition of the newsletter. David Fouracre, who had received an Achievement Award posthumously, was named as one of the three individuals shown in the photograph receiving the award in person from Cllr John Ball. The third person receiving the award should have been named as Barry Just. I have written letters of apology to both Mr Just and Mrs Fouracre and delivered them in person. Both have been assured that a correction will be included in the July edition of the newsletter.

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

- Appley Bridge Festival & Duck Race
- 'In Bloom' – Judging Day
- Bowling Green advert
- Shevington Fete
- Ring & Ride – *deferred from May*
- Shevington Luncheon Club – *deferred from May*
- Vicarage Lane Fields developments
- Memorial Park Project
- Outcome of the Future of the School Site Consultation
- Achievement Awards correction
- Standard Items

Members are invited to approve the above items for inclusion and suggest other possibilities.

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

13. GDPR – for adoption (enclosed)

A proposed Data Breach Policy is presented for members' consideration.

Members are invited to review and adopt it.

14. Effective Meetings Workshop – for information & approval (enclosed)

Enclosed are the programme and booking form for LCTP's 'Effective Meetings Workshop' on 14 June. There are still a few places left. Any elected members wishing to attend are invited to seek approval from the Committee if they would like to apply for their course fees and travel to be covered by the Parish Council.

15. Bowling Club Open Day – for approval

Shevington Village Bowling Club are proposing to hold an Open Day on the afternoon of Sunday, 22 July and will be advertising the event around the village. As there is some confusion amongst residents over the location of the green, they are considering displaying some signage (together with arrows) at strategic locations to point people in the right direction. This would be on the day and a couple of days beforehand. Should they decide to do this, they would like to ask the Committee's permission to attach the signage to the Parish Council's bins and notice boards.

Members are invited to consider and approve the request.

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

16. Date of Next Meeting: 28 June (Council).

OPEN TO THE PUBLIC AND PRESS

K Pilkington

Clerk to the Parish Council