



# POLICY & GENERAL PURPOSES COMMITTEE MEETING

**WEDNESDAY 7 OCTOBER 2020 ~ 7:00 P.M. ~ TO BE HELD VIRTUALLY**

Please let the Clerk know if you intend to join the meeting by emailing [clerk.shevingtonpc@yahoo.co.uk](mailto:clerk.shevingtonpc@yahoo.co.uk) by Monday, 5 October so that you can be sent an invitation and joining instructions.

## 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. **Anti-Social Behaviour at East Quarry** – *for information and discussion* (enclosed)  
Please welcome Cllr Katie Jukes of Wrightington Parish Council, who has confirmed that she will be joining the Committee to talk about anti-social behaviour at the Quarry and other issues. Enclosed is a document which provides information about the issues of concern.
4. **Minutes of the Last Policy & General Purposes Committee Meeting (2 September 2020)**  
- to consider, agree and approve the signature of the previously circulated Minutes by the Chairman as a correct record of the meeting. (enclosed)
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. **Boundary Maintenance at Vicarage Lane Fields** – *for information and agreement*  
(a) Residents of two properties in St Anne's Drive which have a boundary with Vicarage Lane Fields have complained about trees on the Council's property. They have asked if the Council would be willing to arrange for the trees that have branches overhanging their back gardens could be have their crowns reduced. The reason for this is that they

are taking a great deal of light from those gardens and preventing the growth of cultivated plants in the gardens. The Clerk has visited the site from the Fields side and ascertained that only one of the trees – a very nicely shaped oak – is on the Council's property. There are three fir trees, which are actually in the garden next door, which are causing issues, but, because there is no boundary fence, it is actually difficult to tell whose property these trees are on from the rear of the houses. The residents in question have been informed. However, the oak tree will need to have its crown reduced quite substantially and it is the Council's responsibility to do this.

- (b) Some time ago the Vicarage Lane Fields Allotments Committee asked the Parish Council if the tall hawthorn hedging separating the allotments from the Vicarage Lane footpath could be pruned on the allotments side. The hedging on the footpath side has recently been pruned by the company that maintains the public grounds belonging to the housing estate on the other side. The Allotments Committee have also asked that an overgrown drainage ditch that runs in parallel to this hedgerow should be opened up. The hedging needs to be pruned in order to access this ditch.
- (c) The hedgerows along the boundaries with properties in St Anne's Drive and Inward Drive are overgrown and need to be tidied up. This will need to be done on the St Anne's Drive side in order to gain access to the tree that needs to be pruned.
- (d) While inspecting the trees and hedging along the boundaries it was noticeable that there were many piles of refuse that owners of neighbouring properties had thrown over their fences into the hedgerows. This will need to be cleared, as it is potentially an H&S issue.

It will be possible to view all of this when the Council inspects Vicarage Lane Fields. £2,000 have been set aside in the budget for grounds maintenance at Vicarage Lane Fields.

Members are invited to consider the request from the residents and agree to quotes being sought for the crown reduction of the oak tree, tidying of the hedgerows referred to above and removal of the refuse.

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

**7. Pruning of Trees in Memorial Park – for agreement**

Shevington in Bloom have raised concerns that the Tibetan Cherry in the Sensory Garden is not growing as well as it was. They think a large part of the problem is that it is not getting enough light. When they planted it six years ago, there were no tree branches invading its space, but there are quite a few now. They have asked if some of the branches on trees close by could be cut back before they lose this lovely tree. The Clerk has explained that, as the trees are in the Conservation Area, permission will have to be sought from the Planning Department to do this.

In addition some of the branches on the tree overhanging the area where the Christmas tree stands will need to be pruned back, as last year the Christmas tree kept getting entangled with these branches. As with those impacting on the Tibetan Cherry, permission will have to be sought from the Planning Department to do this.

Members are invited to approve the submission of an application to prune these trees.

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

**8. Annual Inspection of Property Timetable - for agreement**

Below is a suggested timetable for the Committee's Annual Inspection:

**Monday, 12 October:** Vicarage Lane Fields (6pm)

**Tuesday, 13 October:** Crooke Village and Crooke and Otters Croft Woods (2pm)

**Wednesday, 14 October:** Memorial Park, Shevington Recreation Ground and Gathurst Lane car park (6pm)

**Tuesday, 20 October:** Forest Fold Allotments and Bowling Green (6pm)

**Wednesday, 21 October:** Stockley and Whiteacre Parks (6pm)

Because of local Covid restrictions each team should consist of a maximum of 5 members and the Clerk. Social distancing must be maintained. Some teams may need to be smaller, as an allowance will need to be made for meetings with specified residents.

**9. Letter of Thanks to Shopkeepers – for approval (enclosed)**

The final version of the letter prepared by Cllr J Whiteley is enclosed.

The Chairman is happy with it.

It is presented for the Committee's final approval before it is signed by the Chairman and circulated.

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

**10. Equality Duties – for information and review (enclosed)**

Enclosed is the Council's Equality Opportunities Policy for members' information and review. Parish Councils have a legal obligation to treat everyone as equals. No changes have been recommended.

Members are invited to review and approve the Policy.

**11. Shevington Recreation Ground Trustee Vacancy – for agreement**

Because of sad developments earlier this year we have a vacancy for a Trustee from the community. It is the responsibility of the Parish Council to appoint that Trustee.

Members are invited to agree a process for identifying a new appointment.

**12. November Newsletter – for agreement**

The next newsletter is due out in November. The number of articles that were submitted for the September edition greatly exceeded the space available, so several were deferred to this edition. The following are due to be included this time:

- Car Park at Woodnook Shops
- Break-ins – Whats App Groups
- Elnup Wood Developments
- Car Park Resurfacing at Shevington Methodist Church
- Shevington Library Re-Opens
- Heritage Lottery Funding for Memorial Park
- Audit 2019-20 (if completed)
- Standard Items

Members are invited to suggest additional items and approve the items for inclusion.

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

**13. Meeting with Wigan Council Officers – for agreement**

The Parish Council are due to meet virtually with Wigan Council's senior officers on Tuesday,

20 October at 4pm. As in the past the officers have asked the Council to submit a list of items to be discussed.

Members are invited to agree the best way forward.

**14. WLBC Community Infrastructure Levy Projects - Consultation**

*– for information and agreement*

Since 2010, West Lancashire Borough Council have collected monies from new development through the Community Infrastructure Levy (CIL), which must be used to provide infrastructure required to support new development. The Council are saving the bulk of the monies up to fund large and expensive infrastructure schemes.

However, each year they use some of the monies to fund smaller infrastructure schemes.

The Council consider all the infrastructure schemes identified as needed to support new development and draw up a shortlist of projects and their priority.

This year, WLBC have up to £200,000 available to spend on infrastructure projects in 2021/22. They have put forward a shortlist of projects that the available money might be spent on in 2021/22. These projects are:

- £40,000 for improvements to Cheshire Lines Path, Downholland
- £30,000 to extend the play area provision at Long Heyes, Ashurst
- £50,000 to deliver environmental and access improvements at Delph Clough, Elmers Clough and Westhead Clough, Skelmersdale
- £19,000 to replace the play area at Helmsdale, Skelmersdale
- £31,555 to help fund the demand responsive transport service 'Dial-a-Ride' for one year, Borough-wide

**A further £385,000 is proposed for towpath improvements between Parbold and Appley Bridge. This project requires over £100,000 of CIL and so would be funded through the saved strategic CIL funds that the Council holds.**

WLBC are seeking the Parish Council's views on their proposals on how they spend their CIL money. The Parish Council is being consulted in its capacity as a neighbouring authority. The only project that impacts directly on this Parish is the one relating to the towpath improvements – shown in bold. The Consultation closes on 23 October.

Members are invited to agree the best way forward.

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

**15. Changes to the Current Planning System – Consultation Responses**

*- for information and retrospective approval (enclosed)*

At the request of the Council Cllr M Grimes has prepared responses to this consultation.

These were submitted to NALC for inclusion in their response on behalf of the sector. The

consultation document and a briefing paper were circulated with papers for the Committee meeting in September. The briefing paper and responses to the questions are enclosed for information and, in the case of the latter, retrospective approval by members.

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

- 16. Planning for the Future - Consultation** – *for discussion and agreement* (enclosed)  
NALC has drawn parish and town councils' attention to this consultation on the Planning for the Future. Two documents – previously circulated to members in mid-September - are enclosed. One is a briefing from NALC and the other is the consultation document. NALC propose to respond to the consultation on behalf of the sector and are inviting local councils to forward their responses to them by 15 October.

**NB:** The consultation document is only being circulated electronically.

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

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

- 17. Transparency & Competition: a Call for Evidence on Data on Land Control - Consultation** – *for discussion and agreement* (enclosed)

NALC has drawn parish and town councils' attention to this consultation on Land Control.

Two documents are enclosed. One is a briefing from NALC and the other is the consultation document. NALC propose to respond to the consultation on behalf of the sector and are inviting local councils to forward their responses to them by 16 October.

**NB:** The consultation document is only being circulated electronically.

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

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

- 18.** Members are invited to discuss the above and agree the best way forward.

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

- 20. 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.

- 21. Dates of Next Meetings:** 28 October (Council);  
4 November (Policy & GP and Finance Committees).

# OPEN TO THE PUBLIC AND PRESS

*K Pilkington*

Clerk to the Parish Council