



**TO ALL ELECTORS OF SHEVINGTON PARISH**

**PARISH COUNCIL MEETING**

**THURSDAY 25 MAY 2017 ~ 7:00 P.M.  
SHEVINGTON LIBRARY**

**AGENDA**

- 581 Election of Chairperson** (enclosed)  
To elect the Chairperson for the coming year.  
A copy of the document entitled 'Roles & Responsibilities' is enclosed for members' information.
- 582 To Receive the Chairman's Declaration of Acceptance of Office**
- 583 To Elect the Vice-Chairman** - to elect the Vice-Chairman for the coming year.
- 584 Apologies for Absence** - to receive apologies from Councillors.
- 585 Declaration of Interests** - to receive any declarations of interest (prejudicial or otherwise) 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.
- 586 Declaring Membership of Political Parties on the Register of Interests**  
– (a) for information and (b) for agreement (enclosed)
- (a) Democratic Services have provided guidance on how to complete Q.14. This is included in the accompanying document, which consists mostly of text provided by Wigan Council. Text that has been added is in blue.
- (b) As this matter appears to be creating some confusion, Democratic Services have suggested that, if it would be of help, a member of Wigan Council's Legal Department could attend a Parish Council meeting in order to explain the interests' regime to members. Members are invited to agree the best way forward.
- 587 Representatives to Outside Bodies** - to appoint Councillors to serve as representatives of the Council for the coming year on the outside bodies listed below:
- **Shevington & District Community Association**  
Cllrs I Whiteley, C Miles and C Horridge are the current representatives.
  - **Shevington Youth Club**

Cllrs I Whiteley and J Ball are the current representatives.

- **Shevington Recreation Ground Trustees**

To appoint two councillors as Trustees of the Recreation Ground – Cllrs J Fletcher and

I Whiteley are the current councillor Trustees – and to confirm the re-appointment of the Shevington Recreation Ground Trustees from the community: Mr J Maloney, Mrs V Maloney and Mr A Williams.

- **Standards Committee**

The Council are entitled to appoint an elected member to represent them on Wigan Council's Standards Committee. Cllr J Fletcher is currently the member co-opted onto Wigan Council's Standards Committee.

- **Shevington Patient Participation Group**

Cllr C Miles is the current representative.

- **Shevington Federation Schools Transition Group**

Cllr C Miles is the current representative.

**588 Committees – for review and approval** (enclosed)

To review and approve the constitutions, terms of reference and membership of the committees and to re-appoint the Co-opted Committee Members:

Mr B King, Mr B Lomas, Mrs E Longmore, Mr M Thomas and Mr H R Bridge.

**589 Recording of Meetings by Councillors – for discussion and agreement**

Standing Order 69 states:

*'The Clerk shall afford to members, the public and press reasonable facilities for the taking of their report of any proceedings at which they are entitled to be present, provided the reporting does not in any way cause a disturbance or impede proceedings. If the latter occurs the Council may exercise the right to prevent the reporting.'*

*The Proper Officer (Clerk/RFO) is already responsible for keeping records of decisions and ensuring public access to information, and will be responsible for administering the recording of meetings in line with the Council's Protocol Concerning the Recording of Public Meetings.*

*Only the Clerk (or his/her official substitute) may report on occasions when the public are not entitled to be present and that reporting must be written.'*

Members of the public have a legal right to audio or video record meetings and this cannot be prevented, except in a limited number of circumstances. Several elected members have requested that the policy should be reviewed in relation to councillors and co-opted Committee members, who may make audio and video recordings because the Council allows them to do so. Some members are of the view that individual members should not be allowed to make audio or video recordings.

Members are invited to discuss this and agree the best way forward. If a change of policy with respect to this is made, it will also be necessary to make changes to Standing Orders and the relevant Protocol.

**590 Deeds and Instruments**

To inspect any such documents held by the Council, if required.

**591 Members' Attendances During the Electoral Year, 2016/17 – for approval** (enclosed)

To receive and approve the list of members' attendances for publication on the website.

## **OPEN TO THE PUBLIC AND PRESS**

*K Pilkington* (Clerk)