



**TO ALL ELECTORS OF SHEVINGTON PARISH**

**PARISH COUNCIL MEETING**

**THURSDAY 25 OCTOBER 2018 ~ 7.00 P.M.**  
**SHEVINGTON LIBRARY**

**AGENDA**

- 989 Apologies for Absence** - to receive apologies from Councillors.
- 990 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 participate in any discussion or vote on the matter and must leave the room. Any member needing clarification must contact the Clerk.
- 991 Matters Introduced by Members of the Public** - an opportunity for members of the public to ask questions or make observations.
- 992 District Councillors' Reports** – *for information only.*  
To receive reports from District Councillors.
- 993 Minutes of the Last Ordinary Meeting of the Council (27 September 2018)**  
- to consider, agree and approve the signature of the previously circulated Minutes by the Chairman as a correct record of the meeting. (enclosed)
- 994 Chairman's Report** - *for information only.*
- 995 Reports from Councillors** - *for information only*  
To receive short reports from councillors about matters that are the legitimate business of the Council (Councillors are asked to advise the Clerk in advance of any reports – including the subject matter - they wish to make)
- 996 Reports from Representatives** - *for information only.*
- **Shevington & District Community Association**
  - **Crooke Village Residents' Association**
  - **Shevington Youth Club**
  - **Shevington Recreation Ground Trustees**
  - **'in Bloom' Groups**
  - **Patient Participation Group**
  - **Shevington Rugby & Football Clubs**
  - **Vicarage Lane Fields Developments**

**997 DRAFT Minutes of the Meetings of the Policy & General Purposes and Finance Committees (4 October 2018) - to receive - for information only**  
(enclosed)

**998 Plans for Tree Planting on Vicarage Lane Fields Site**  
– for agreement and approval

The Policy & General Purposes Committee asked to be provided with more information about the nature of the saplings: the saplings are approximately one foot tall and have roots. They have been grown by the Woodland Trust and come in plugs. Tree protectors are provided with community packs free of charge. If they do not arrive with the rest of the order, we have been instructed to contact the Woodland Trust, who will despatch them.

Requests for volunteers have been made or are going to be made at meetings of the following community groups:

- Vicarage Lane Fields user groups (sports clubs and allotmenters);
- Shevington Garden Club;
- Shevington & District Community Association;
- 'In Bloom' groups;
- Friends of Shevington Memorial Park (FSMP).

So far there have been 18 expressions of interest from the Vicarage Lane Fields allotmenters. The FSMP have offered to have an information stall with refreshments. At their meeting a suggestion was made that they would charge for them with a view to raising funds for their project.

Other groups have yet to meet to discuss the request for volunteers. Their representatives say they would find it easier to get commitment if they could provide a definite date for the planting.

A member of the Vicarage Lane Fields Working Party has agreed to mark out the areas where the saplings will be planted and is happy to be there to help with the organisation of the event on the day. Areas of priority for planting on the site have been identified.

The volunteers are being told that they will need to bring their own tools. They will be covered by the Parish Council's insurance. For insurance purposes a risk assessment for the activity has been carried out and will be presented to the Finance Committee next week. Also for insurance purposes: a register of those physically present on the day will need to be kept.

The saplings are due to arrive between 1 and 9 November and, ideally, should be planted within a week of delivery, but can be kept for about two weeks after the date on which they arrive, provided they are kept indoors, away from frost and wind and the roots are kept moist. It has been suggested that the best time for the community planting would be a Saturday morning to enable people who work to take part. Depending on when the plants arrive, the two best Saturday mornings would appear to be 10 and 17 November.

*(a) Members are invited to consider and agree a date and time for the community planting.*

*(b) Members are invited to consider the FSMP's offer with regard to the refreshments and agree the best way forward.*

**999 Remembrance Sunday Service – for agreement**

The Parish Council provides ancillary support for the Remembrance Sunday Service at the War Memorial – it does not normally get involved with the arrangements for who reads which part on the day – the responsibility for this usually lies with the local clergy and their congregations. However, two requests have recently been received.

(a) As members are aware several new names have added to the WWI list on the War Memorial. The research which enabled the new service personnel to be identified was carried out by two residents of the Parish. In recent years the list of those who died during the two world wars has not been read out, but a

member has asked if this year the list could be read out by the two residents responsible for identifying the new individuals. The Vicar has been consulted and has agreed provided the names are read at a pace that does not prevent the two minutes' silence beginning at 11am.

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

- (b) Two or three years ago the previous Vicar ceased inviting groups by name to come forward to lay their wreaths in turn. The new Vicar would like to return to this tradition and has asked if someone from the Parish Council could take on this role.

*Members are invited to consider this and agree which member will do this.*

**1000 Achievement Awards – for agreement**

The Community Association have informed the Clerk that they will no longer be giving achievement awards to individuals who have made outstanding contributions to the local community. Last year the Parish Council decided to take on this role and presented awards at the Annual Parish Meeting in March. *Members are invited to consider whether the Parish Council should repeat this and agree the best way forward.*

**1001 West Lancashire Local Plan Review Consultation – for agreement (enclosed)**

Enclosed is a map of that part of West Lancashire where proposed developments are likely to impact on Shevington Parish – principally in terms of increased traffic. Enclosed also is the key. The consultation document is in excess of 100 pages in length. This has been downloaded and is being circulated by email. In view of its size, it is not being printed. Members without access to the internet at home will be able to access it online at Shevington Library, which has re-opened. Members will note that there are no plans to designate any land in Back Lane for future housing, as this land is within Wigan MBC boundaries and West Lancashire BC have no jurisdiction over it.

Members are invited to discuss and agree a response to the consultation as it relates to the residents of this Parish.

**1002 November Newsletter – for approval**

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

- (a) Digital Course
- (b) Remembrance Sunday
- (c) Our Tommy's Travels
- (d) WWI Display Poppies
- (e) WWI Display in Shevington Library
- (f) Tree Planting in Vicarage Lane Fields
- (g) Accounts 2017/18
- (h) North West in Bloom Awards
- (i) Standard items

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

**1003 External Audit 2017/18 – to accept and approve (enclosed)**

**1004 Clerk's Report - for information only (enclosed)**

**1005 Financial Aid Applications - to receive for consideration / approval.**

**1006 Payments, Income & Bank Balances – for approval. (enclosed)**

**1007 Planning Applications – to consider for comment / receive updates.**

At the time of preparation of the agenda there were no new planning applications to bring to the Council's attention.

**1008 Next Meetings:**

- 1 November (Policy & General Purposes and Finance Committees);
- 29 November (Council)

**POTENTIAL CONFIDENTIAL ITEMS**

**1009 Memorial Park Maintenance Contract** – *for approval* (enclosed)

**1010 Litter Collection Contract** – *for approval* (enclosed)

**1011 Standards Committee Letter** – *for agreement* (to follow)

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

***K Pilkington***

(Clerk)