



**TO ALL ELECTORS OF SHEVINGTON PARISH**

**PARISH COUNCIL MEETING**

**THURSDAY 28 SEPTEMBER 2017 ~ 7.00 P.M.  
SHEVINGTON LIBRARY**

**AGENDA**

- 678 Apologies for Absence** - to receive apologies from Councillors.
- 679 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.
- 680 Matters Introduced by Members of the Public** - an opportunity for members of the public to ask questions or make observations.
- 681 District Councillors Reports** – *for information only.*  
To receive reports from District Councillors.
- 682 Policy & General Purposes Constitution** – *for approval* (enclosed)  
At the meeting on 31 August the Council resolved that both applicants for the vacant position of Co-opted Committee member on the Policy & General Purposes Committee should be appointed. The constitution of the Committee needs to be updated to reflect this, i.e. 'five' in the opening statement on membership needs to be changed to 'six'.  
Members are invited to approve this change.
- 683 Appointment of New Co-opted Committee Members** – *for approval*  
Members are invited to formally appoint Mrs Janet Brown and Mr David Crook retrospectively as Co-opted members of the Policy & General Purposes Committee to serve until the Annual Meeting in May 2018.
- 684 Minutes of the Last Ordinary Meeting of the Council (31 August 2017)**  
- to consider, agree and approve the signature of the previously circulated Minutes by the Chairman as correct record of the meeting. (to follow)
- 685 Chairman's Report** - *for information only.*
- 686 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)

**687 Reports from Representatives - *for information only.***

- **Shevington & District Community Association**
- **Crooke Village Residents' Association**
- **Shevington Youth Club**
- **Shevington Recreation Ground Trustees**
- **'in Bloom' Groups**
- **Standards & Audit Committee**
- **Patient Participation Group**
- **Shevington Federation Schools Transition Group**
- **Shevington Rugby & Football Clubs**
- **Friends of Otters Croft & Crooke Woods**

**688 DRAFT Minutes of the Meetings of the Policy & General Purposes and Finance Committees (7 September 2017) - to receive - *for information only***  
(enclosed)

**689 Vicarage Lane Fields Development – *for discussion and agreement***

The development of the playing fields and the car park and also the allotments are in progress. These projects are being managed by the respective lessees of the areas assigned to them. Other areas of the fields remain the direct responsibility of the Parish Council and there are planning conditions that need to be met in relation to these areas. This is a matter that needs to be considered in depth. One way in which this could possibly be done is via a working party. Members are invited to discuss and agree the best way forward.

**690 Parish Council Achievement Awards – *for discussion and agreement***

Following the decision by Shevington & District Community Association to suspend the presentation of community achievement awards the possibility of the Parish Council's presenting their own awards this year was suggested at the Policy & General Purposes Committee meeting on 7 September. Several individuals were nominated for the honour.

Members are invited to consider this and agree

- (a) whether the Council should make their own presentations;
- (b) when the presentations should take place and
- (c) the details of what should be presented.

**691 Shevington in Bloom Plant Order – *for approval***

Shevington in Bloom have obtained and provided the costings for the polyanthus that they would like to order for the Parish Council property that they maintain.

Polyanthus will cost £1.25 per tray + VAT – the same as last year.

SinB would like to order 42 trays = £52.50 + VAT

Members are invited to approve the order.

**692 Parish Council Volunteers & Insurance – *for agreement***

At a recent 'In Bloom' meeting members of Shevington in Bloom were informed by Tracy Williams of Wigan Council that the LA's insurance would cover SinB for basic Public Liability whilst working on Wigan Council owned land in the future. SinB have asked whether the same would apply with respect to the Parish Council's insurance if members of the Group were working on Parish Council owned or managed property. The answer to that question is that the Parish Council's insurance covers recognised volunteers undertaking activities authorised by the Parish Council wherever they carry out those activities.

In the light of this SinB have asked whether they could be recognised as Parish Council volunteers when working on Parish Council property. If the Council are agreeable to this the insurers would need to be informed and

general risk assessments would have to be completed. SinB currently pay for their own public liability cover. This would represent a saving for them, as they would then only need to insure the shed, its contents and other equipment stored elsewhere.

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

- 693 The Deal for Communities Investment Fund** – *for information* (enclosed)  
Dist Cllr Paul Collins has sent information about this year's Deal for Communities Investment Fund.
- 694 Christmas Trees** – *for approval* (enclosed)  
Members are invited to approve the contract for the supply, fitting and removal of Christmas trees at Shevington centre, Crooke Village, Booth's at Appley Bridge and Shevington Moor.
- 695 Decoration of Christmas Trees** – *for approval* (enclosed)  
Members are invited to approve the contract for the dressing of the Christmas trees, removal of the lights after Christmas and the supply of electricity to the lighting.
- 696 Christmas Decorations – Lamp Post Motifs**  
– *for discussion and agreement* (enclosed)  
Further information about this initiative is included within the enclosed document. Members are invited to discuss the matter further and agree the best way forward.
- 697 LALC September Newsletter** – *for information* (enclosed)
- 698 Clerk's Report** - *for information only.* (to follow)
- 699 External Audit 2016/17** – *for approval* (enclosed)  
The external auditor's report and the completed Annual Return are enclosed. There were no issues. Adjustments had to be made to Boxes 4 and 6 in Section 2 prior to submission because the figure for caretaking salaries should have been included in Box 4, but, due to an oversight, had initially been included in Box 6. Members are invited to accept and approve the external auditor's report and the audited Annual Return for 2016/17.
- 700 Financial Aid Applications** - *to receive for consideration / approval.*
- **6<sup>th</sup> Shevington Brownies**
- 701 Payments, Income & Bank Balances** – *for approval.* (to follow)
- 702 Planning Applications** – to consider for comment / receive updates.
- **A/17/84131/CU: 20 Broad O'th Lane, Shevington – change of use from residential to nail and beauty salon**  
This application is still pending consideration.
  - **A/17/84240/CU: 2G Gathurst Lane, Shevington – change of use of property to a mixed A1 (retail) and A3 (café) use**  
This application has been approved with conditions.
- There were no new applications to bring to the Council's attention at the time of preparing this summons.
- 703 Next Meetings:** 5 October (Policy & General Purposes Committee);  
26 October (Council).

## OPEN TO THE PUBLIC AND PRESS

*K Pilkington*

(Clerk)