

**Minutes of the Annual Meeting of Shevington Parish Council
Held Thursday 25 May 2017
7:00 pm – Shevington Library**

Present: Councillor I Whiteley (*Chair*), Cllrs J Ball, W McKnight, C Horridge, K Shaw, J Calderbank and J Fletcher.
Five members of the public.

Officer in Attendance: Mrs K Pilkington (Clerk)

Cllr I Whiteley opened the meeting by welcoming everyone and invited them to stand.

The Council and all present rose and observed a minutes silence as a mark of respect to all who had died as a result of the terrorist act at the Manchester Arena on Monday, 22 May.

581 Election of Chairman

A nomination was received for Cllr I Whiteley.

Resolved: That Cllr I Whiteley would serve as Chairman until the Annual Meeting of the Parish Council in May 2018.

582 To Receive the Chairman's Declaration of Acceptance of Office

Cllr I Whiteley duly made and signed the Declaration of Acceptance of Office. The Clerk signed as witness to the declaration.

583 To Elect the Vice-Chairman

Nominations were received for Cllr J Fletcher and Cllr W McKnight.

Resolved: That Cllr W McKnight would serve as Vice Chairman until the Annual Meeting of the Parish Council in May 2018.

A councillor requested recorded votes.

Nominee: Cllr J Fletcher

FOR: Cllrs K Shaw, C Calderbank and J Fletcher
AGAINST: Cllrs I Whiteley, W McKnight, C Horridge and J Ball

Nominee: Cllr W McKnight

FOR: Cllrs I Whiteley, W McKnight, C Horridge and J Ball
AGAINST: Cllrs K Shaw, C Calderbank and J Fletcher

584 Apologies for Absence

Cllr C Miles
Dist Cllr M Crosby

585 Declaration of Interests

None.

586 Declaring Membership of Political Parties on the Register of Interests

Democratic Services had provided guidance on how to complete Q.14 of the Register of Interests. This had been previously circulated to members.

The matter was discussed at length. It was observed that the Clerk had fulfilled her obligation by drawing the matter to members' attention. The responsibility for registering their interests lay with individual members.

During the Policy & General Purposes Committee meeting a query had been raised about whether Co-opted Committee members had to complete a Register of Interests. The Clerk had looked into this, as requested, and had established that this was a requirement if the Co-opted Committee members had a vote.

[The Localism Act 2011 s27.(1) – (4) and s.28 (1) and (2)]

A member reported that the interests of members' partners also had to be registered.

As this matter appeared to be creating some confusion, Democratic Services had suggested that, if it would be of help, a member of Wigan Council's Legal Team could attend a Parish Council meeting in order to explain the interests' regime to members. Members were of the view that there was no confusion and there was no need for the LA's Legal Team to attend.

587 Representatives to Outside Bodies

Shevington & District Community Association

Resolved: Cllrs I Whiteley, C Miles and C Horridge were appointed as the Council's representatives to Shevington & District Community Association, to serve until the Annual Meeting of the Parish Council in May 2018.

Shevington Youth Club

Resolved: Cllrs I Whiteley and J Ball were appointed as the Council's representatives to Shevington Youth Club, to serve until the Annual Meeting of the Parish Council in May 2018.

Shevington Recreation Ground Trustees

Resolved: Cllrs J Fletcher and I Whiteley, Mr J Maloney and Mrs V Maloney were appointed as Trustees of Shevington Recreation Ground, to serve until the Annual Meeting of the Parish Council in May 2018.

Mr A Williams had tendered his resignation as a Recreation Ground Trustee. As this had created a vacancy, the recruitment process for a replacement was discussed. It was agreed that the vacancy would be advertised in the July edition of the newsletter and on the website. In addition a letter would be sent to Shevington Football Club to find out if there were anyone who would be interested in applying for the position.

Standards Committee

Resolved: Cllr J Fletcher was nominated as the Council's representative to Wigan Council's Standards Committee, to serve until the Annual Meeting of the Parish Council in May 2018.

Shevington Patient Participation Group

Resolved: Cllr C Miles was appointed as the Council's representative to the Patient Participation Group, to serve until the Annual Meeting of the Parish Council in May 2018.

Shevington Federation Schools Transition Group

Resolved: Cllr C Miles was appointed as the Council's representative to the Shevington Federation Schools Transition Group, to serve until the Annual Meeting of the Parish Council in May 2018.

588 Committees

The constitutions and terms of reference of the Policy & General Purposes and Finance Committees were reviewed. No changes were made.

Resolved: The constitutions and terms of reference of the Policy & General Purposes and Finance Committees were approved.

The Clerk reported that Mr H R Bridge had informed her that he did not wish to continue as a Co-opted Committee member. Mr M Thomas (who represented Crooke Village) had not yet made his wishes known.

Resolved: Mr B Lomas, Mrs E Longmore and Mr B King were appointed as co-opted members of the Policy & General Purposes Committee to serve until the Annual Meeting in May 2018.

The recruitment process for individuals from the local community to fill vacancies for Co-opted Committee members was discussed. It was agreed that the Crooke Village Residents Association would be consulted about the appointment of the representative from their village and that any vacancies would be advertised in the same way as the vacancy for the Recreation Ground Trustee.

589 Recording of Meetings by Councillors

A request by several elected members that the policy with respect to audio and video recording of meetings should be reviewed in relation to councillors and co-opted Committee members was discussed at length. Some councils did not allow their members to record proceedings in this manner and some members were of the view that this was a policy that should be adopted by the Parish Council.

A member stressed that the law stipulated that any 'person' could record meetings. In the light of this the Council could not withhold permission from members to make their own recordings. In view of the policies adopted by other councils, it was observed that the law needed clarification.

Resolved: The item was withdrawn.

A member requested a recorded vote.

FOR: Cllrs W McKnight, C Horridge, J Fletcher, K Shaw and J Calderbank
AGAINST: Cllrs I Whiteley and J Ball

590 Deeds & Instruments

The Clerk advised that members wishing to inspect deeds and instruments could do so on request.

591 Members' Attendances During the Electoral Year, 2016/17

A document analysing members' attendances for the municipal year 2016/17 was received.

Resolved: The above document was approved for publication on the website.

There being no further business, the Chairman closed the Meeting at 7:42 pm.

Chairman