

**Minutes of Shevington Parish Council Meeting
Held Thursday 25 October 2018
7:00pm – Shevington Library**

Present: Councillor I Whiteley (*Chairman*), Cllrs W McKnight, C Horridge, J Ball, C Miles, J Fletcher, A Bland and K Shaw
Dist Cllrs J Brown and M Whittham.
Four members of the public

Officer in Attendance: Mrs K Pilkington (Clerk)

989 Apologies for Absence

Dist Cllr P Collins.

990 Declaration of Interests

Cllrs I Whiteley and C Miles w.r.t. the element relating to the FSMP in Item 998 (*personal & prejudicial*).

Standing Orders were suspended.

991 Matters Introduced by Members of the Public

Appley Bridge Community Centre

It was reported that two weeks ago Appley Bridge Community Centre had been sold without the knowledge of the Community Association. It was still in use as a community centre, but its future was unknown.

Cllr K Shaw joined the meeting.

Rolling Car

A resident of Gathurst Lane reported on an accident that had recently affected her property. A driver had parked a car quite a distance away in New Miles Lane without engaging the hand brake. As a result the car had rolled along the road and had made its way, across the mini-roundabout and the pavement, through the fence into the resident's front garden. The matter was discussed. No one had been hurt as a result of this event, but there had been children in the area at the time and the consequences could have been much more serious. This was a busy junction and the introduction of crash railings would benefit the public. The Clerk would write to the LA.

992 District Councillors' Reports

Reports from District Councillors were received. *See Appendix A.*

Cllr A Bland joined the meeting.

In reply to a question from a Parish Councillor about the way in which the use of town centres for commerce had diminished and whether the LA had any plans for addressing the local situation, the District Councillors informed the meeting that this issue was high on the LA's agenda.

Standing Orders were re-instated.

993 Minutes of the Last Ordinary Meeting of the Council (27 September 2018)

Resolved: That the Minutes of the Ordinary Meeting of the Parish Council held on 27 September 2018 were approved as a true and correct record.

994 Chairman's Report

The Chairman informed the meeting that she had nothing to report.

995 Reports from Councillors

Wigan's New Bus Station

A member was invited, in her capacity as Chairman of the Access Forum, to a preview visit of the new bus station in Wigan. She had joined Chairmen of other groups on this visit. All of them had been very impressed with the way the developers had included everything the groups had asked for when designing the facility.

Roadworks at J27

A member informed the meeting that she had received information from Highways England that the work at J27 would continue beyond Christmas, as there was a second project involved.

Trains

A member reported that only two carriages instead of four were being provided for the morning peak time service from Appley Bridge station to Manchester. The following week the time-table was being changed just for that week because of work on the line. Issues surrounding the rail services in the north west were discussed.

Cold Calling Signs

A member who had written to the HQ of a religious organisation to complain about its members calling on residents who clearly displayed 'No Doorstep Caller' signs on their doorways had received a reply. The letter had been from the organisation's Legal Department who had said that the public preaching activity undertaken by their members was strictly non-commercial and was undertaken by volunteers. As the notices said that residents did not engage in discussions on the doorstep, the member would respond to the letter.

Monitoring of Emissions in Appley Bridge

In reply to a request from a member, the Clerk advised that she had very recently written to West Lancashire Borough Council again.

Strip of Land at the Entrance to Forest Fold

In response to another request from the above member, the Clerk advised that an update was included in her report.

Erection of 'For Sale' Sign at the Entrance to Forest Fold

A member described the lack of progress in relation to a request for a 'For Sale' sign, erected without permission at the entrance to Forest Fold on land belonging to Wigan Council, to be removed. An update on this was also included in the Clerk's Report.

Litter Bin in Longbrook

It was reported that this bin was not being emptied twice a week, as it should be. The frequency with which litter bins were emptied was discussed. A letter of complaint would be sent to the Parish Council's contractor.

Grievance

A member raised a grievance about some of the proceedings during the September Council meeting. The Chairman observed that things needed to be laid aside so that the work of the Parish Council could continue.

996 Reports from Representatives

Shevington & District Community Association

The meeting was only due to take place the following week.

Crooke Village Residents' Association

There was no report.

Shevington Youth Club

Everyone was invited to the AGM, which was due to take place on Tuesday, 30 October at 5pm.

Shevington Recreation Ground Trustees

There was no report.

'in Bloom' Groups

The results of the North West in Bloom competitions were due to be announced in Southport the following week.

Patient Participation Group

The AGM would take place the following Wednesday. All were welcome.

Shevington Rugby & Football Clubs

There was no report.

Vicarage Lane Fields Developments

The allotments group had been successful in securing an award from the Co-op's Community Fund.

The first part of the road through the allotments had been constructed.

A logo for the allotments association had been designed and was circulated.

The group had started to think about what they would be doing with the community area at the site. The introduction of raised beds was being considered.

Informing residents of nearby properties of developments at the site had been discussed by the group at their last meeting. It had been agreed that the introduction of a notice board at the entrance to the site might be better and more economical in the long run than circulating leaflets to properties.

The group were also looking into the possibility of erecting a sign carrying the name of the allotments at the entrance, so that everyone, including the emergency services, would know the identity of the site.

997 DRAFT Minutes of the Meeting of the Policy & General Purposes Committee (4 October 2018)

The draft minutes of the meeting of the Policy & General Purposes Committee held on 4 October 2018 were received.

998 Plans for Tree Planting on Vicarage Lane Fields Site

The plans for planting the saplings being provided by the Woodlands Trust were discussed.

Resolved:

- (a) The community planting would take place on Saturday, 10 November and would begin at 9am. The Clerk would attend to maintain a record of attendees.
- (b) The Council accepted the FSMP's offer to provide refreshments, for which no charge would be made, as the Council would donate £30 for the costs involved.

999 Remembrance Sunday Service

Requests had been put forward that:

- (a) the two residents who had carried out the research that had led to the identification of new local residents who had lost their lives while serving their country during WWI should read out the names of those deceased during the two world wars and
- (b) someone from the Parish Council should take on the role of inviting those laying wreaths to come forward.

The above requests were discussed.

Resolved:

- (a) This request was approved.
- (b) The Clerk would invite representatives of organisations to come forward to lay their wreaths.

1000 Achievement Awards

The Community Association had informed the Clerk that they would no longer be presenting achievement awards to individuals who had made outstanding contributions to the local community. In 2017 the Parish Council decided to take on this role and presented awards at the Annual Parish Meeting in March. The suggestion that the Parish Council should continue to do this was considered.

Resolved: The Parish Council agreed to continue the tradition of presenting Achievement Awards.

A request for nominations would be included in the newsletter and circulated to local schools.

1001 West Lancashire Local Plan Review Consultation

Members discussed West Lancashire Borough Council's proposals for Appley Bridge, where development of land designated for this purpose was likely to impact on Shevington Parish, as it would result in increased traffic flow to J27 of the M6, Back Lane, Skull House Lane and Appley Lane North. The proposals included industrial development. This meant an increase in the number of heavy goods vehicles using the roads.

The Parish Council wished to know how WLBC intended to mitigate the impact of the increased traffic flows – would improvements be made to J27 and all of the other roads referenced? Would the parking provision for Appley Bridge Station be improved?

Concerns were also raised that the building of 250 houses on a site in Appley Lane North would affect surface drainage in that area, resulting in a greater likelihood of flooding from the River Douglas.

Resolved: A response in which the above concerns were voiced would be made to the consultation.

It was reported that there were indications that Wigan Council did not seem to be very concerned about the proposed plans for Appley Bridge.

Resolved: A letter would be sent to Wigan Council to express the hope that they would take the proposed plans seriously because of the impact on this side of the Borough and respond to the consultation. Wigan Council would be invited to send an officer to attend a meeting to talk to the Parish Council about WLBC's proposals.

1002 November Newsletter

The contents of the November edition of the newsletter were discussed.

Resolved: The following were approved for inclusion:

- (a) Digital Learning
- (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) Achievement Awards
- (j) Developments at Vicarage Lane Allotments
- (k) West Lancashire Local Plan Review Consultation
- (l) Luncheon Club
- (m) Standard items

An article on the 'Ring & Ride' service would be included in a future edition.

1003 External Audit 2017/18

The External Auditor's Report was received and discussed briefly. The external auditor's certificate detailed one matter arising. In his view the payments relating to

three cheques, dated 1 April 2018 which had been presented early and recorded on the Council's bank statement in March 2018, should have been included in the figures for 2017/18. The external auditor's advice – given verbally – was that no action needed to be taken this year, but, prior to submitting the AGAR in 2019 the 2017/18 figures in boxes 6, 7 and 8 needed to be re-stated, to read as in the external audit certificate.

Resolved: The External Auditor's Report 2017/18 and the adjustments to boxes 6, 7 and 8 were accepted and approved.

1004 Clerk's Report

The Clerk's report was received. *See Appendix B.*

1005 Financial Aid Applications

None.

1006 Payments, Income & Bank Balances

The Income / Expenditure Schedules for September / October were received.
See Appendix C.

Resolved: That the Accounts be approved and the cheques signed in payment, due notice being given to the bank statements exhibited.

Resolved: A virement of £427 from the 'Contingency' cost centre to the 'Chairman's Allowance' cost centre (currently at £373) to enable it to cover

- donations of £390 & £200 to RBL
- a donation of £50 to a Charity of the bugler's choice
- the invoice for £60 from Wigan Council for 20 display poppies and
- donations to the value of £100 in connection to the Christmas Shop Front competition

was approved.

1007 Planning Applications

None to note.

1008 Next Meetings

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

CONFIDENTIAL ITEMS

Resolved: That, in view of the confidential nature of the business about to be transacted, it was advisable in the public interest that the press and public be excluded and they were instructed to withdraw.

Dist Cllrs J Brown and M Whittham and the members of the public left the meeting.

1009 Memorial Park Maintenance Contract

Two out of the three contractors from whom quotations had been sought had provided submissions. These were considered.

Resolved: The Council awarded the contract, to the value of £3,822, to Envirocare MS Ltd.

1010 Litter Collection Contract

One quotation was considered.

Resolved: The contract, to the value of £7,702.24, was awarded to Wigan Council's Greenspaces Division.

Resolved: Following the discussion earlier during the meeting, a letter would be sent to the service manager to raise concerns about the frequency with which the bins were currently being emptied.

Resolved: Cllr K Shaw would monitor the litter collections from the Parish Council bins.

Each member would be provided with a map of the locations of Parish Council bins.

1011 Standards Committee Letter

The contents of the letter to be sent in connection with the Parish Council's representation on the Audit, Governance and Standards Committee were discussed.

Resolved: Subject to the replacement of the term 'member' in the penultimate paragraph by the term 'representation', the letter was approved.

There being no further business, the Chairman closed the Meeting at 8:30 pm.

Chairman