

**Minutes of Shevington Parish Council Meeting  
Held Thursday 28 September 2017  
7pm – Shevington Library**

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

**Officer in Attendance:** Mrs K Pilkington (Clerk)

**678 Apologies for Absence**

Cllr C Miles  
Dist Cllr M Crosby

**679 Declaration of Interests**

None

*Standing Orders were suspended.*

**680 Matters Introduced by Members of the Public**

There were no matters raised by members of the public.

*Cllr K Shaw joined the meeting.*

**681 District Councillors' Reports**

The District Councillors' Report, which was read by the Clerk, was received.  
*See Appendix A.*

The report consisted of a statement about the District Councillors' positions in relation to the closure of Shevington Community Primary School, their policy on the future use of the school buildings and site and their strategies for ensuring that their plans came to fruition. This led to a discussion about the need for the Parish Council to have an input and for the community to be consulted.

*Standing Orders were re-instated.*

**Resolved:** The Clerk would seek to arrange a meeting of the Parish Council with Lord Peter Smith and Wigan Council's CEO to discuss issues relating to the future uses of the Shevington Community Primary School site.

## **682 Policy & General Purposes Committee Constitution**

**Resolved:** The number of Co-opted members of the Policy & General Purposes Committee was increased from five to six. The Committee Constitution was amended accordingly and was approved.

## **683 Appointment of New Co-opted Committee Members**

**Resolved:** Mrs Janet Brown and Mr David Crook were appointed as Co-opted members of the Policy & General Purposes Committee, to serve until the Annual Meeting in 2018.

## **684 Minutes of the Last Ordinary Meeting of the Council (31 August 2017)**

**Resolved:** That the Minutes of the last Ordinary Meeting of the Parish Council, held on 31 August 2017, were approved as a true and correct record.

## **685 Chairman's Report**

The Chairman had been present at the recent meeting of Shevington & District Community Association which had been attended by two Police officers and PCSO Leanne Winnard, who had been recruited to cover Shevington with Lower Ground ward. They had been invited after a resident had reported issues she had experienced on the CA's Facebook page. The resident, who works in one of the shops, had intervened in an anti-social behaviour incident and had received personal abuse from the perpetrators.

Police repeated very much of what they had said when they had visited the Annual Parish Meeting in 2016: they could not impose a curfew. There were only three police officers assigned to cover three wards (which were geographically very large), but now there would be one PCSO dedicated to Shevington.

The Police listened to people's grievances and assured them that Shevington was a priority area, even though there was a perception amongst residents that it was not. They said that they were considering the possibility of reinstating the CCTV cameras and would try to have a more visible presence. They were also proposing to carry out surveillance from time to time in unmarked cars.

Another thing they suggested was the establishment of a closed 'What's App' group, the members of which could report incidents to the Police if they were reported to them. A member of the CA put forward the suggestion that the Parish Council should be a member of this closed group, with both the Chairman and the Clerk being parties to the facility.

The Chairman's report triggered a discussion. The operation of the 'What's App' facility would be an agenda item at the next Policy & General Purposes Committee meeting.

## **686 Reports from Councillors**

### **Pedestrian Access Issues in Braidhaven**

It was reported that there was no footpath at the entrance to Braidhaven. Pedestrians had to walk on grass verges, most of which were well-maintained – with two exceptions. There were also issues with over-grown hedges. The member would report the issues to the LA via its 'Report It' app.

### **Use of the 'Report It' App**

Several councillors reported that they had made use of the 'Report It' App and were happy with the quick response and the reference number they had received.

### **Potholes in Knightscliffe Crescent**

A member informed the Council that one of the potholes she had reported to the LA had been repaired. On enquiry she had been told that an inspection of the carriageway carried out by the Highways Department on 21 August had identified only one reportable defect, which had been addressed. In her reply to Highways the member had asked how deep a pothole had to be to fit the 'reportable' criteria.

### **Green Caddy Bags**

It was reported that Shevington Library had no green caddy bags in stock and would no longer supply them. They could now be obtained from the refuse collectors. Residents were advised to tie their penultimate bag to their bin. On spotting this the refuse collectors would leave a fresh roll of caddy bags.

### **Litter Bin at the Junction Between Longbrook and High Park**

In answer to a question from a member the Clerk advised that an update on the bin was included in the Clerk's Report.

## **687 Reports from Representatives**

### **Shevington & District Community Association**

*See the Chairman's Report.*

### **Crooke Village Residents' Association**

There was no report.

### **Shevington Youth Club**

The elements of the Youth Club concert were coming together and it would be going ahead.

### **Shevington Recreation Ground Trustees**

The recent meeting consisted mainly of a farewell to the Vicar. There would be an Interim Chairman until the new Vicar was in post.

The owner of the cottage, the grounds of which included land which belonged to the Trustees, had decided not to purchase the land, as the legal costs involved were almost as much as the purchase price of the land, so the lease would continue.

It was reported that Shevington FC had not yet paid their rental arrears.

The representative had shared some information about her research into Shevington United Charities with the Trustees. She had also shared some ideas about future progress and had been given advice.

### **'in Bloom' Groups**

There was no report.

### **Standards & Audit Committee**

The meeting on 21 September had focussed on Audit only, so the representative had not attended. However, she had discovered that in future paper copies of documents would no longer be supplied.

### **Patient Participation Group**

There was no report.

### **Shevington Federation Schools Transition Group**

The group was to be disbanded, but a final meeting was due to be held the following week to plan one more event.

### **Shevington Rugby & Football Clubs**

The Rugby Club was coming to the end of the season. It was continuing to grow in membership. Three players from the Under 15s team were the holders of scholarships with Wigan. The same team were playing in the Lancashire Cup Final in the near future. Several players had turned professional recently.

The Club were still working on the Vicarage Lane Fields project. Due to the weather and the field conditions the pitches would now probably only be seeded in 2018.

### **Friends of Otters Croft & Crooke Woods**

There was no report.

## **688 DRAFT Minutes of the Meetings of the Policy & General Purposes and Finance Committees (7 September 2017)**

The draft minutes of the meeting of the Policy & General Purposes and Finance Committees held on 7 September 2017 were received.

## **689 Vicarage Lane Fields Development**

It was reported that the planning application for the changing rooms had not yet been submitted – mainly because the sports clubs were currently in discussions with representatives of prospective sources of funding.

The site included land which continued to be the direct responsibility of the Parish Council. Plans for this needed to be considered and put in place.

**Resolved:** A Working Party, consisting of Cllrs I Whiteley and J Fletcher, Mrs J Brown, Mr S Bates and a member of the allotments group, was appointed to look into the future of the land that was the direct responsibility of the Parish Council.

## **690 Parish Council Achievement Awards**

The subject of the Parish Council's making its own Achievement Awards was discussed.

Resolved:

- (a) The Parish Council would present Achievement Awards to all individuals who had to date been nominated.
- (b) The awards would be presented at the Annual Parish Meeting in March.
- (c) Each winner would be presented with a framed certificate.

### **691 Shevington in Bloom Plant Order**

**Resolved:** An order for 42 trays of polyanthus at a cost of £52.50 was approved.

### **692 Parish Council Volunteers & Insurance**

The Clerk reported that the Parish Council's insurance policy covered the Council's recognised volunteers for all activities that had been authorised. There was a requirement that written risk assessments should be carried out and maintained for all such activities.

**Resolved:** Shevington in Bloom were approved as recognised volunteers of the Parish Council and their authorised activities would be covered by the Council's insurance policy. The Council agreed to extend this recognition to all volunteers who fitted the criteria.

### **693 'The Deal' Communities Investment Fund**

The previously circulated information was noted.

*Items 694, 695 and 693 were considered confidential and were taken at the end of the meeting.*

### **694 Christmas Trees**

### **695 Decoration of Christmas Trees**

### **696 Christmas Decorations – Lamp Post Motifs**

### **697 LALC September Newsletter**

The previously circulated newsletter was received and noted.

### **698 Clerk's Report**

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

### **699 External Audit 2016/17**

The External Auditor's Report was received and discussed. The RFO reported that adjustments had to be made to Boxes 4 and 6 in Section 2 of the Annual Return 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.

**Resolved:** The External Auditor's Report 2016/17 and the re-stated Section 2 of the Annual Return for the same year were accepted and approved.

## **700 Financial Aid Applications**

An application from 6<sup>th</sup> Shevington Brownies for a grant towards the cost of minibus travel, new First Aid equipment and craft materials was received and considered.

**Resolved:** A s137 grant of £250 was approved.

## **701 Payments, Income & Bank Balances**

The Income / Expenditure Schedules for August / September 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.

## **702 Planning Applications**

- **A/17/84131/CU: 20 Broad O'th Lane, Shevington – change of use from residential to nail and beauty salon**  
The application was 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**  
The application had been approved with conditions.

## **703 Next Meetings**

5 October (Policy & General Purposes Committee); 26 October (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.

*The members of the public left the meeting.*

## **694 Christmas Trees**

Two quotations for the provision, fitting and removal of Christmas trees were considered.

**Resolved:** The contract was awarded to Joseph Noblett, with whom an order would be placed for three 18ft and one 15ft Nordmann firs at a cost of £1,510 (without discount) or £1,390 (with discount).

## **695 Decoration of Christmas Trees**

**Resolved:** The quotation of £2,284.72 from Wigan Council for the dressing of Christmas trees before Christmas, provision of electricity and the removal of decorations after Christmas was approved.

## **696 Christmas Decorations – Lamp Post Motifs**

The Clerk reported that the District Councillors had agreed to commit £1,500 of Brighter Borough funding towards the cost of lamp post motifs. Costs for the introduction of the infrastructure to the lamp posts, the purchase of up to twelve motifs from two suppliers, their fitting and their removal had been provided. Annual costs in future years had also been provided. Options were discussed.

**Resolved:** The Council agreed to fund the balance of the costs relating to the purchase, installation and removal of 12 motifs supplied by Blachere Illuminations. The approximate costs in the initial year would be approximately £4,762.62, reducing to approximately £2,340 in future years. These were approved.

**Resolved:** The Council agreed that the twelve motifs should comprise four of each of three of the proposed designs.

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

**Chairman**