

**Minutes of Shevington Parish Council Meeting
Held Thursday 29 June 2017
7pm – Shevington Library**

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

Officer in Attendance: Mrs K Pilkington (Clerk)

617 Apologies for Absence

Dist Cllrs M Crosby, D Edwardson and P Collins

618 Declaration of Interests

Cllr W McKnight w.r.t. Items 619, 622 and 644 (A/17/83675/CON & HGVA application (*DPIs*))
The Clerk w.r.t. Items 648 b) and 649 (*personal*).

619 Memorial Park Drainage

Mr I Clemow had sent his apologies. His presentation was deferred to a meeting in the Autumn.

Cllr W McKnight withdrew from the meeting.

Cllr K Shaw joined the meeting.

In reply to a question about the identification of funding streams for the project the Chairman pointed out that Mr Clemow was researching these and needed to know what else, besides drainage, was to be included in the project. This was discussed briefly. The following suggestions were put forward:

- refurbishment of the trim trail and the introduction of outdoor exercise machines
- the introduction of exercise machines

Members were asked to forward suggestions further suggestions to the Clerk.

Cllr W McKnight re-joined the meeting.

Standing Orders were suspended.

620 Matters Introduced by Members of the Public

There were no matters introduced by members of the public.

621 Vicarage Lane Fields Matters

i. Complaints

The Council had received complaints from two residents of Oakwood Meadows in relation to how the work related to the sports pitches was being carried out. The first complaint had been about the stress created by the noise produced by the excavators, which were being used outside the time period recommended by Environmental Health. The second complaint had been about the condition in which Vicarage Lane was being left when plant were leaving the site after levelling. The Clerk had contacted the lessees and both issues had been addressed. Both residents were present at the meeting and declared that they were happy about the way in which both complaints had been handled.

ii. Expressions of Support

It was reported that the Council had received emails from two residents of Oakwood Meadows informing them that most of the estate's residents supported the Vicarage Lane Fields development and were very pleased with what was happening.

iii. Site Security

One of the Oakwood Meadows residents present had raised concerns about site security, which was a matter for the whole of Shevington, not just for the residents of Oakwood Meadows. The issues of site security were discussed with the two residents. The issue would be exacerbated once the car park had been developed. However, it was only a temporary issue, which would be addressed once funding was in place. The Clerk explained how this would be done.

Cllr A Bland joined the meeting.

The Chairman assured the residents that the Council would look into the security issues being raised, informing them that an answer could not be provided at this meeting.

Standing Orders were re-instated.

iv. Sports' Clubs Pavilion/Changing Rooms

The Council considered the sports' clubs preliminary proposals for a pavilion containing and meeting room and changing rooms.

Resolved: The preliminary drawing for the pavilion was approved and the Council agreed that the project could go ahead, subject to the final plans being approved by the Council before they were submitted with the planning application.

Cllr W McKnight withdrew from the meeting.

622 District Councillors' Reports

A report was received from Dist Cllr P Collins. *See Appendix A.*

Issues surrounding the introduction of a footpath along the z-bends between Wigan Road and Wigan Lower Road were discussed. The Council were of the view that the inclusion of the proposal in Wigan Council's Strategic Transport Route Assessment Plan was a step forward. Some members had concerns that, unless the z-bends were straightened out and the road was widened, the introduction of a footpath could lead to new issues in relation to HGVs and other large vehicles.

Cllr W McKnight re-joined the meeting.

623 Minutes of the Annual Meeting of the Council (25 May 2017)

Resolved: That the Minutes of the Annual Meeting of the Parish Council, held on 25 May 2017, were approved as a true and correct record.

624 Appointment of Co-opted Committee Member

Resolved: Mr M Thomas was appointed as a Co-opted Committee member – to serve until the Annual Meeting in May 2018.

625 Minutes of the Last Ordinary Meeting of the Council (25 May 2017)

Resolved: That the Minutes of the last Ordinary Meeting of the Parish Council, held on 25 May 2017, were approved as a true and correct record.

626 Chairman's Report

Shevington Sharks 'Fun Day'

The Chairman had attended the 'Fun Day' at the beginning of June, when she had collected 80 signatures in support for the Memorial Park project. The children involved had had a great day. It was a pity that neither St Anne's nor the Methodist churches had provided toilet facilities. Of the two toilets at the Youth Club only one could be used, resulting in insufficient facilities being available. The Plough & Harrow public house had eventually helped out by allowing their facilities to be used.

Recreation Ground Issues

While collecting litter on the Recreation Ground recently, one of the litter pickers had noticed that the remains of the planter destroyed by vandals some time ago were still there. The following day she had noticed that two of the young trees had been damaged: the bark had been completely removed from one tree, while another had had its crown removed. The Chairman had written to the Secretary of the Recreation Ground Trustees to draw these issues to his attention.

Sheltered Housing

The Chairman of Shevington & District Community Association wished to set up a pressure group to lobby for a sheltered housing development in Shevington. It had been suggested by members of the Community Association that perhaps the Parish Council would be willing to become involved in this. This would be an agenda item at the August meeting.

627 Reports from Councillors

Empty House in Shevington Moor

A resident of Shevington Moor had raised concerns that an empty property in Shevington Moor appeared to have been left unattended. The situation had been the subject of an enquiry raised with the LA by one of the district councillors. The matter was discussed. As to date there appeared to have been no progress, the Clerk would report the concerns in relation to the property to the LA.

Dog Running Wild

A member reported that a small dog was still being allowed to run wild in the Longbrook area. The member, who had heard reports that it had attacked young people, had succeeded in identifying the dog's owner and had spoken to him – so far to no effect. The Clerk would report the matter to the LA.

Unadopted Road in Shevington Moor

It was reported that some sections of Ashurst Road, which was unadopted, had recently been tarmacked by the LA. An enquiry would be made to establish whether there was any possibility of all of it being tarmacked.

Missing Lamp Post in Gorsey Brow, Shevington Moor

Concern was expressed that the old lamp post that had been removed from the Gorsey Brow entrance to an alley way in Shevington Moor would not be replaced because this was private land. The alley way was used regularly by people walking their dogs. Because it was overgrown with trees, the route presented safety issues for users. The request that the light be re-instated would be re-submitted.

Damaged Motorway Roundabout Barrier

It was reported that the damaged barrier at the Wigan Council end of the roundabout at J27 of the M6 had still not been repaired / replaced. This would be reported again.

Traffic Lights for Southbound Exit at J27

The traffic lights at the northbound exit from the M6 at J27 were very helpful to users of the junction at peak times. Queues also developed at the southbound exit from the motorway at this junction. A request for a similar facility to be introduced at this location.

Pepper Lane Development

It was reported that Bloor Homes had submitted a planning application for a further 51 homes to be built on the Pepper Lane site.

Estate Agent's Board

An estate agent's board had been attached to the 20mph sign in Broadriding Road. This had been referred by one member to Dist Cllr M Crosby and another member had reported the board to the LA via the 'Report It' app. When nothing had happened he had contacted the LA directly by telephone. The matter had subsequently been dealt with.

Enquiries Submitted to the LA

In reply to questions from a member about enquiries submitted to the LA about (a) the possibility of the Parish Council's taking over the maintenance of grass verges along Miles Lane in Appley Bridge and (b) the acquisition of a map of the locations of Wigan Council's litter bins in the Parish the Clerk advised that there had so far been no news. The requests would be re-submitted.

Remembrance Sunday Cushions

A member displayed a sample cushion to be made for use on the benches in the Memorial Garden on Remembrance Sunday. This project had already been approved and the Knitter 'n' Natter Club were keen to progress and complete it. The sample was much admired.

Anti-social Behaviour at Woodnook Shops

It was reported that the area in the vicinity of Woodnook shops had recently become the focus of anti-social behaviour. Staff at the Spar shop were being harassed each

night. The young people responsible were then going onto the building site at Shevington Vale School, which was properly secured.

Overhanging Branches

A member reported that there were a number of examples of overhanging branches along Broadriding Road, Miles Lane and Back Lane that needed to be dealt with. These would be reported to the LA.

628 Reports from Representatives

Shevington & District Community Association

It was reported that two grants had been awarded – one to the Dementia Box project and the other to Louise Wade to cover the costs of publishing selected documents from Shevington Community Primary School's archives.

The Quiz Night to raise funds for the Community Association was due to be held on 7 July. Tickets were priced £5.

A sale of designer clothes would be held at Shevington Methodist Church on 29 July from 7:30pm until 9:30pm. The entrance fee of £3 included refreshments.

Crooke Village Residents' Association

There was no report.

Shevington Youth Club

The only thing to report was that Wigan Council had taken responsibility for the pothole in the footpath at the entrance to the car park and had repaired it.

Shevington Recreation Ground Trustees

The only thing to report was the recent vandalism due to anti-social behaviour that was referred to during the Chairman's Report.

'in Bloom' Groups

The Appley Bridge in Bloom Co-ordinator reported that the RHS judging would take place on 1 August. The group had prepared two entries for consideration: 'Appley Bridge in Bloom' and 'Edible Appley Bridge'. A group of local Brownies had visited to taste the produce from 'Edible Appley Bridge' and would be returning for another session on 13 July.

Standards Committee

Following a merger the committee was now known as the Audit, Governance & Standards Committee and its first meeting (which the representative had not been able to attend) had taken place on 22 June. The representative had been appointed by Wigan Council to serve specifically in connection with the committee's Standards function and had received 145 pages of documentation for information.

The representative had submitted several questions to the Deputy Democratic Services Manager in connection with members' declarations of interests. Having discovered that Wigan Council employees were also expected to declare their interests, the representative had asked whether this also applied to parish council employees. The Clerk advised that there was a requirement for parish council employees to declare their interests on relevant occasions.

Patient Participation Group

The representative reported that the Clinical Commissioning Group were currently considering the plans for the Surgery's expansion. There was an appeal out for new members of the PPG – at present there were not enough people involved. A request was made for the appeal to be included in the next edition of the newsletter.

Shevington Federation Schools Transition Group

It was reported that Shevington Community Primary School would now be closing at the end of the Summer term in July. The artwork project that the Parish Council had helped to fund was progressing. All residents were welcome to attend an Open Day at the school. This would take place on 18 July from 5pm until 7pm and would be advertised in the next edition of the newsletter.

An Honours Board containing the names of past grammar school scholarship winners had been discovered amongst the school's archives. The volunteer archivist was trying to find a home for it locally. Shevington Library was an obvious choice, but, to date, the library management had not proved very helpful.

Most of the children not transitioning to a secondary school would be transferring to Shevington Vale Community Primary School. Every year the children of Y6 at Shevington Vale and their extended families took part in a celebratory meal before they left. This year the Y6 class teacher at Shevington Vale School wanted to make a big event of this, as it would be the last year when it would involve children who had attended Shevington Vale School only.

The possibility of marking the presence of Shevington Community Primary School in Shevington village was being considered. Plans for introducing an information board on the original site were being discussed.

Shevington Rugby & Football Clubs

There was no report.

Friends of Otters Croft & Crooke Woods

There was no report.

629 DRAFT Minutes of the Meetings of the Policy & General Purposes and Finance Committee (1 June 2017)

The draft minutes of the meetings of the Policy & General Purposes and Finance Committees held on 1 June 2017 were received.

630 Shevington in Bloom Bowser

As Shevington in Bloom had not yet received permission to have a tap installed at Shevington Library, this item was deferred.

631 Bin for the Footpath Near the Junction of Longbrook with High Park

Resolved: A proposal that the Parish Council should provide a new bin (at a cost of £272 for the bin and £40 for fitting) for the entrance to the footpath near the junction of Longbrook with High Park was approved.

Permission to site a bin at this location would need to be sought.

632 Best kept Allotment Award

Resolved: The Best Kept Allotment competition would go ahead and a prize of £25 for the winner was approved.

633 Shevington Community Day

Resolved: The booking of a stall at Shevington Community Day on 5 August for a fee of £12 (payable to Shevington Methodist Church) was approved.

Cllrs I Whiteley, J Ball, C Horridge and the Clerk would be involved.

634 Annual Parish Walk

Resolved: The Parish Council agreed that

- The Annual Parish Walk would take place on August Bank Holiday Monday, starting at 10 am from Shevington Methodist Church, where it would finish.
- The route would be prepared by Mr J Rigby.
- Refreshments would be prepared by Cllrs I Whiteley and C Miles and
- Funds raised would be donated to 'The Brick' charity for the homeless.

635 Fly the Red Ensign Day

Nick Harvey, the Campaign Manager of Seafarers UK, had written to invite the Parish Council to fly the Red Ensign on Merchant Navy Day, which was on 3 September.

Resolved: The Council approved the purchase of a Red Ensign - 8ft x 5ft at a cost of £14.99. It would be flown on 3 September.

636 July Newsletter

Items for inclusion in the next edition of the newsletter were considered.

Resolved: The following were approved for inclusion in the July newsletter:

- a) Standard items
- b) Shevington Community Day
- c) Closure of Shevington Community Primary School
- d) Bowling Green events
- e) Annual Parish Walk
- f) CA Designer Clothing Sale – fundraiser
- g) Progress with Vicarage Lane Fields Projects
- h) Edible Appley Bridge
- i) Advertisement for applications to become a Recreation Ground Trustee
- j) Advertisement for applications to become a Co-opted Committee member
- k) Shevington in Bloom
- l) Youth Club Anniversary Concert.

If time allowed the draft copy would be circulated to councillors for comment prior to its submission to the printers.

637 SLCC – Regional Training Seminar

A proposal that the Clerk should attend the SLCC's Regional Training Seminar in Barnsley on 16 August was considered. The cost of the day's seminar (including lunch & refreshments) was £69 and the cost of petrol for return travel by car had been estimated to cost approximately £20.

Resolved: The Clerk's attendance at the SLCC's Regional Training Seminar in Barnsley on 16 August (at the costs quoted above) was approved.

638 LALC – June Newsletter

The June edition of LALC's newsletter was received.

639 Risk Assessments

The Parish Council's risk assessments were reviewed. One change was made to the risk assessment of Memorial Park: It was noted that one of the flags along the main pathway was in need of repair.

Resolved: The risk assessments were approved.

640 Clerk's Report

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

The status of correspondence between the Parish Council and the Police about anti-social behaviour was discussed. A letter would also be sent to the Mayor of Greater Manchester to ask him to provide support for improvements in policing in the area.

641 Internal Audit Report

The Internal Audit Report and Action Plan for the year ended 31 March 2017 were received and discussed.

Resolved: The Internal Audit Report and Action Plan for the year ended 31 March 2017 were approved.

642 Financial Aid Applications

None.

643 Payments, Income & Bank Balances

The Income / Expenditure Schedules for May / June 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.

644 Planning Applications

Cllr W McKnight withdrew from the meeting.

- **A/17/83675/CON: Shevington Vale Primary School – application for discharge of conditions 3, 4 and 5 w.r.t. A/17/83675/LA**
The application was noted.
- **HGVLA Operating Licence Variation: Forest Fold Farm**
The application was noted.

Cllr W McKnight re-joined the meeting.

- **A/17/83983/UT: 19 Parkbrook Lane, Shevington – outline application for erection of two dwelling houses on land to be severed from 19 Parkbrook Lane, following demolition of garage**
This application was noted.
- **A/17/84175/FULL: Garage Site, Crooke Road – erection of one dwellinghouse following demolition of existing garages**
This application was noted.

A member enquired why an application for an extension to a property a few doors away from the member's property had not been included in the list. The extension in question involved construction outside the building line. The member was advised that the Council did not usually comment on domestic conversions. However, the member could object to it as a private individual. If the Council were to consider it, the member would have to declare a prejudicial interest and withdraw from the meeting.

645 Meeting Schedule Arrangements

The pattern of Council and Committee meetings was discussed.

Resolved: The status quo would be maintained.

646 Next Meetings

3 August (Annual Inspection of Property); 31 August (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.

647 Member's Absence from Meetings

This item was withdrawn.

648 Additional Duties for Caretaking Staff

- a) Members were of the view that, as the Council's responsibilities were discharged by the provision of a lockable gate for the Forest Fold allotments, the responsibility for opening and closing the gate lay with the tenants and there was no need to provide gatekeeping facilities.
- b) This matter was deferred until later in the year when information about the Clerk's roles, responsibilities and workload could be considered.

649 NALC – Consultation on Trade Union Pay Claim for 2018/19

Information about a pay claim submitted to the NJC by local government unions was noted.

There being no further business, the Chairman closed the Meeting at 9:18 pm.

Chairman