

**Minutes of Shevington Parish Council Meeting  
Held Thursday 29 September 2016  
7:00 pm – Shevington Library**

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

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

**400 Apologies for Absence**

Cllrs C Miles and J Calderbank.  
Dist Cllr D Edwardson, M Crosby and P Collins.

**401 Declaration of Interests**

Cllrs W McKnight and C Horridge w.r.t. Item No.409 (*personal*).

*The Clerk withdrew from the meeting.  
Cllr K Shaw joined the meeting.  
Items 404 and 405 were taken before Item 402.  
The Clerk re-joined the meeting.*

*Standing Orders were suspended.*

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

**Road Signage Illumination**

It was reported that some of the signs in the centre of Shevington village – near the mini-roundabout – had not been illuminated for several weeks. The Clerk would report them to the LA.

**Mini-Roundabout Opposite the Co-op**

A resident reported that the mini-roundabout opposite the Co-op had recently been re-marked. However, it had not been repaired and still had holes in it.

**Litter Bin**

In response to a request from a resident the possibility of introducing a litter bin at the entrance to Randall Avenue would be investigated.

**403 District Councillors' Reports**

The 'Beat It' team would be in the ward between 24 and 28 October. Any areas for attention were to be reported to Dist Cllr Mike Crosby.

*Standing Orders were re-instated.*

## **404 Minutes of the Last Ordinary Meeting of the Council (25 August 2016)**

**Resolved:** That the Minutes of the Last Ordinary Meeting of the Parish Council, held on 25 August 2016, were approved as a true and correct record.

## **405 Chairman's Report**

### **Future of Federation Schools**

A group consisting of eight mums and other people connected with the schools had recently met with Lisa Nandy MP to talk to her about the possible closure of one of the schools and had filled her in with regard to the difficulties that had arisen as a result of the consultation. Ms Nandy had outlined a couple of ideas she had for intervening with the process and would let the group know how she had fared. The group were meeting this evening. The Chair would find out what was said and would report back.

### **Refrigeration Unit at Co-op**

The refrigeration unit on the roof of the Co-op had been disturbing the neighbours. It had been malfunctioning and making a noise for several nights. It had been drawn to Cllr Whiteley's attention by one of the Co-op's neighbours. The Chair had spoken to the manager, who had said that he had written to his boss and had threatened to report it to Environmental Health if the repair had not been expedited soon. The Chair reported back to the resident. The unit was repaired soon afterwards.

### **Interventions for Immigrants**

At the previous meeting the Chair had said that she would try to find out about the interventions set up for the immigrants living at the Britannia Hotel and about other processes in place in relation to their re-settlement. She had not done this, but would do for a future meeting.

## **406 Reports from Councillors**

### **Parking Issues**

It was reported that people in general were parking their cars wherever they wished.

### **Suspension of Proposals for Parking Restrictions**

A member observed that he could not understand why proposals for parking restrictions outside Miles Lane School had been suspended.

### **Bin Men and Parking**

It was also observed that bin men were in the habit of parking their wagons in such a way as to show no consideration for other people using the roads. This was discussed.

### **Caddy Bags**

A member reported that there were still no caddy bags available from Appley Bridge post office. She had contacted one of the district councillors about this, but had still not received a reply. She was advised to contact one of the other two district councillors.

### **Condition of Footpaths**

Due to the condition of the footpaths at the time they were not included in the route for the Annual Parish Walk. A member asked whether their condition had been reported to the Rights of Way Officer. The Chair said she would speak to Alan Mohring.

## **407 Reports from Representatives**

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

The representative reported that:

- tickets for Lancashire Night were now available;
- the sports clubs' tea towels were available from Bewley's and Muffin Man;
- Appley Bridge in Bloom had been invited to attend the North West in Bloom awards evening in Southport on 26 October;
- the third WW1 memorial tree would be planted in Shevington Moor once a site had been identified;
- a joint 'Songs of Parise' service would be held by all three churches at Shevington Methodist Church on the coming Sunday;
- a Macmillan Coffee Morning was being held at Shevington Methodist Church the following day;
- this year's Achievement Awards would include the award of a cup to a group.

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

There was no report.

### **Shevington Youth Club**

It was reported that the Youth Club was receiving frequent bookings for parties.

### **Shevington Recreation Ground Trustees**

One of the representatives reported that she had recently heard from the Secretary to the Trustees and two sets of minutes. The next meeting would possibly be in January.

### **'In Bloom' Groups**

Wigan Council's 'Britain in Bloom' result was due to be announced on 8 October.

### **Standards Committee**

Meetings took place every eight weeks and the next one was due on 4 October. The representative had discovered that members of the committee could receive an allowance, but there could be strings attached. She was advised to look into it.

### **Shevington Surgery Patient Participation Group**

There was no report.

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

Shevington Football Club now had 250 players on their books.

The representative reported on the success of the 'Let's Get Active with the Sharks' project, which had received lottery funding and had been delivered over the Summer holidays and would continue into 2017.

Sufficient funding had now been secured for the Vicarage Lane Fields project to cover the shortfall. Approximately £275,000 were to be invested in the project. This included the funding for the car park.

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

There was no report.

## **408 DRAFT Minutes of the Meetings of the Policy & General Purposes and Finance Committees (1 September 2016)**

The DRAFT Minutes of the meetings of the Policy & General Purposes and Finance Committees of 1 September 2016 were received.

## **409 Management of Allotments Working Party and Terms of Reference**

A proposal to set up a working party to look into the processes related to the management of the allotments, its terms of reference and membership was discussed at length. Concerns were raised by some members, who were of the view that changes were unnecessary.

**Resolved:** A working party would be set up to investigate the management of the Forest Fold allotments.

A member asked for a recorded vote.

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

The Chair used her casting vote FOR the motion.

**Resolved:** The working party would consist of Cllrs I Whiteley, J Fletcher, Mrs E Longmore and Mr A Moakes.

A member asked for a recorded vote.

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

**Resolved:** The terms of reference for the Allotments working party were approved.

A member asked for a recorded vote.

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

The Chair used her casting vote FOR the motion.

*See Appendix A.*

## **410 Shevington Car Park Flower Beds**

At the Council meeting in August the Secretary of Shevington in Bloom put forward a proposal that the flower beds at the Parish Council car park should be replaced by raised beds to prevent the beds being damaged by cars and pedestrians who walked over them. Funding for the project would be sought by Shevington in Bloom.

**Resolved:** The project was approved in principle.

#### **411 Watering of Flower Beds**

Requests from Shevington in Bloom for the Parish Council owned flower beds in Shevington to be watered on a weekly basis for the rest of the season and for the whole of the season in 2017 were discussed.

**Resolved:** The request for the flower beds to be watered on a weekly basis for the rest of the season was approved and the request for the flower beds to be watered on a weekly basis for the whole of the season in 2017 was approved in principle.

#### **412 Shevington in Bloom Autumn Planting**

**Resolved:** The purchase by Shevington in Bloom of polyanthus for the flower beds at a cost of £52.50 was approved.

#### **413 Storage Facility for Shevington in Bloom**

**Resolved:** Permission for Shevington in Bloom to use the storage pavilion at Forest Fold for storage and for one of them to be a key holder was approved.

#### **414 Remembrance Sunday Arrangements**

Arrangements for Remembrance Sunday were discussed.

**Resolved:** The following were agreed:

- Cllr W McKnight would lay the Parish Council's wreath at Appley Bridge.
- £100 would be donated to the Royal British Legion.
- Mr S Heyes would be asked to deal with the PA system.
- £50 would be donated to the Charity of the bugler's choice.

#### **415 Christmas Tree Arrangements**

The arrangements for the dressing of the Christmas trees were discussed.

**Resolved:** Wigan Council's quote of £2,284.72 for the dressing and undressing of the Christmas trees was approved.

#### **416 Christmas Shop-Front Competition**

Arrangements for the Christmas Shop-Front competition were discussed.

**Resolved:** The following were agreed:

- The Christmas Shop-Front competition would go ahead.
- The value of donations made to charities on behalf of the winners would be £50, £30 and £20.
- The current PCSO would be invited to judge the competition. If the PCSO were not available, Adrian Speakman would be invited to act as the judge.

#### **417 LALC September Newsletter**

LALC's September newsletter was received. The Chair reported that when reading the newsletter she had identified a possible useful source of funding for the Vicarage Lane Fields project: The Prince's Countryside Fund.

#### **418 Clerk's Report**

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

Several items were discussed:

- Concern was expressed that an application for a grant had been made to The Deal for funding for a WW1 project after the Council's WW1 fund had been cut.
- The abandonment of the proposal to introduce further parking restrictions in Miles Lane in the vicinity of the school was discussed. The Clerk would write to the LA to express this concern.
- The LA had written that they did not know what the vehicles based at Paradise Farm were carrying. The Clerk would follow the LA's suggestion and write to Paradise Farm to try to establish what materials JP Oils are storing on site and distributing.
- Community involvement with respect to dealing with daffodils in grass verges and the removal of weeds.

#### **419 Vicarage Lane Fields Car Park**

Procurement processes in relation to the Vicarage Lane Fields car park were discussed.

**Resolved:** The Clerk would look into the Parish Council's ability to reclaim VAT with respect to this project and report back to the Council.

#### **420 Financial Aid Applications**

None.

#### **421 External Audit 2015/16**

The External Audit of the Parish Council's accounts had been concluded. There were no issues.

**Resolved:** The External Audit report and the Annual Return 2015/16 were accepted and approved.

#### **422 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.

#### **423 Planning Applications**

- **A/16/82597/FULL: Erection of 1 detached and 3 terraced dwellings together with landscaping and access on land to be severed from 89 Gathurst Lane, Shevington**  
The Clerk reported that a decision in relation to this application was still pending.

#### **424 Next Meetings**

6 October (Policy & General Purposes Committee); 27 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.

*Members of the public, with the exception of the representative of the sports clubs, left the meeting.*

#### **425 Vicarage Lane Pitch Leases**

**Resolved:** Two amendments to Sports Pitch Lease 3 were approved.

*The representative of the sports clubs left the meeting.*

#### **426 Review of Specifications for Grounds Maintenance Contracts**

The specifications for three grounds maintenance contracts were reviewed.

**Resolved:** The following were agreed:

- a) The specification for the Planter Maintenance contract would be amended.
- b) The specification for the maintenance of Shevington Memorial Park would remain unchanged.
- c) The specification for the maintenance of Forest Fold peripherals would be amended to mirror the Shevington Memorial Park contract.

#### **427 Caretaker's Contract**

**Resolved:** The Caretaker's contract was approved.

## **428 Gatekeeper Post Variations**

**Resolved:** The Gatekeeper post variations were approved and its title would change to Cover Assistant.

There being no further business, the Chairman closed the Meeting at 10:15 pm.

**Chairman**