

**Minutes of the Shevington Parish Council
Policy & General Purposes Committee Meeting
Held 7 December 2017
7.00pm Shevington Library**

Present: Councillor I Whiteley (Chair), Councillors J Ball, K Shaw and J Fletcher.
Co-opted Committee Members: Mrs E Longmore, Mr B Lomas and Mrs J Brown.
One member of the public.

In Attendance: Mrs K Pilkington (Clerk to the Council)

1. Apologies

Cllrs C Horridge, W McKnight, C Miles and J Calderbank
Mr B King

2. Declaration of Interests

None

**3. Minutes of the Last Policy & General Purposes Committee Meetings
(5 October 2017 & 2 November 2017)**

5 October 2017

Amendment to 'Recording of Parish Council Meetings' within Minute No.5:
'....an FOI request.....' to read '.....an information request.....'

Resolved: Subject to the above amendment, the Minutes of the Policy & General Purposes Committee Meeting held on 5 October 2017 were approved as a true and correct record.

2 November 2017

A request to amend elements of the resolution recorded in Minute No.8 was discussed. The amendments were not agreed.

Resolved: The Minutes of the Policy & General Purposes Committee Meeting held on 2 November 2017 were approved as a true and correct record.

4. Village Issues

Issues at Randall's Corner

It had been reported at the previous Council meeting that lorries turning at the junction of Mill Lane with Miles Lane were in the habit of cutting the corner and had damaged elements of Appley Bridge in Bloom's display. Boarding introduced as a safety measure and a nearby manhole cover had now also been damaged. A member had agreed at that meeting to report the issues to the LA, but, as the member was not present at this meeting, whether the issues had been reported could not be ascertained. The damage would be reported again and a request that the sight lines be checked would also be made.

Acrid Emissions in Appley Bridge

There had been reports of acrid plastic smells coming from facilities in Appley Bridge. The Clerk would submit an enquiry to Environmental Health at West Lancashire Borough Council to establish whether the emissions were being monitored.

Wigan North Service Delivery Footprint

Following a request from a Co-opted Committee member the Clerk agreed to contact the Wigan North Service Delivery Footprint Manager to ask her to contact the member.

The National Health Service

A Co-opted Committee member reported that he had been involved in three incidents recently which had required dealing with the NHS. On each occasion the service had been excellent.

Advertising on Private Property

The appearance of commercial advertising on privately-owned property in the area was discussed. Members attending the meeting with the LA's Chief Executive the following week would try to establish whether permission was needed for this activity.

Chairman's Activities

The Chairman reported that she had recently visited a Co-opted Committee member who had been unable to attend meetings due to illness and had sent another a 'Get Well Soon' card on behalf of the Parish Council.

The Chairman had reported the issues with mud on the footpath in Back Lane to the LA, but had so far not had a response.

Christmas Greetings

The Clerk reported that the Council had received a Christmas card from the Mayor and Mayoress of Wigan.

5. Shevington United Charities

An update on the Working Party's progress with research into the status of Shevington United Charities was provided:

- The one existing Trustee had contacted Cllr J Fletcher and had confirmed that the Charity had never been dissolved and so, therefore, still existed.
- The Trustee had also contacted the Chairman to arrange a visit to the bank. The Chairman had subsequently been in touch with the bank and had been sent a mandate to complete in relation to changing the signatories to the Charity's accounts.
- Cllr Fletcher had sent a letter to M&G Securities to enquire about the status of the Charibonds.
- Cllr Fletcher had spoken to the Charities Commission over the telephone and had asked a series of very relevant questions; as a result of that conversation, the Working Party had composed a letter seeking information and had sent it to the Charities Commission.

Depending on the responses received from the above correspondence, the Working Party were of the view that it might be helpful to ask the Clerk to write to NALC to seek their advice.

As the information received from the bank about the process of changing signatories did not reflect known standard practice, the Chairman would contact the bank again to verify its accuracy.

6. SLCC Training Day Report: Sector Innovation

The Clerk's final report on the SLCC's Training Day in August was received. The contents of the report, which was about the experiences of Holmes Chapel Parish Council during a major project they had undertaken, were noted.

7. General Data Protection Regulations

The ICO's guidance document on the new GDPR, which had been previously circulated and which was due to become mandatory on 25 May 2018, was received. The Clerk would be undertaking training on the subject in the new year.

In reply to a question from a member about the identity of the designated Data Protection Officer, the Clerk informed the meeting that the legislation was still passing through Parliament and its implications for parish and town councils was only due to be considered in early 2018.

8. January Newsletter

The contents of the January edition of the newsletter were considered.

Resolved: The following topics were approved for inclusion:

- a) Youth Club Anniversary Concert
- b) Christmas Shop Front Award Results
- c) A New Star for Shevington Christmas Tree
- d) Consultation Outcome – Shevington Community Primary School Site
- e) Remembrance Day Cushions – Knitter 'n Natter Group
- f) Farewell to 'Rounds'
- g) Vicarage Lane Fields Update
- h) Standard Items

9. Future of Community Rail Strategy - Consultation

Mr B King's report on the consultation was received and discussed briefly.
See Appendix A.

It was observed that there was no discussion in the document about the impact of the proposals on the devolved areas of Greater Manchester and Merseyside.

Resolved: The comments in italics in the body of the report were approved and would form the basis of the council's response to the consultation to be transmitted to the Department for Transport. A copy of the comments would be sent to OPSTA's working party, who would be considering the consultation in early January. In addition, Mr B King would be asked to look into the impact on the devolved areas of Greater Manchester and Merseyside.

10. Bus Time-Table Changes

Information about bus time table changes introduced in West Lancashire in July was received and discussed briefly. The 3A service had been replaced by a service 312 operating between Skelmersdale and Wrightington Hospital, which restored the link lost about two years ago between Appley Bridge and Wrightington Hospital. The service operated hourly.

The new route and how it fitted in with service 635, which no longer went to Wrightington Hospital, were discussed. Information about these changes would be included in the newsletter and details of the new route would be circulated to members.

11. Trees in Memorial Park

The LA's Trees & Woodlands Officer had assessed the trees in Memorial Park and had identified four trees which were suffering from fungal disease and needed to be removed. The way forward was discussed.

Resolved: Permission to fell the trees would be sought via written notification and quotations for the work would be obtained.

12. Vicarage Lane Fields Sports Fields Update

An update from the sports clubs on progress with their Community and Recreational facility, which included the changing rooms, was received. They had submitted two bids for funding – one to The Deal and one to Aviva – and were anticipating that they would reach the final stage with the Aviva bid. The process had involved voting by individuals and the project had received 13,625 votes. The finalists were due to be announced imminently. If successful, they would need a letter of support from the Parish Council.

Resolved: The Committee agreed to provide personalised letters of support for the project as and when required.

13. Planning Applications

There were no new planning applications to consider.

14. Date of Next Meeting

Council: 14 December.

There being no further business, the Meeting closed at 8:00 pm.

Chairman