



# **POLICY & GENERAL PURPOSES COMMITTEE MEETING**

**THURSDAY 5 OCTOBER 2017 - 7 P.M.  
SHEVINGTON LIBRARY**

## **AGENDA**

1. **Apologies** – to receive apologies from Committee members.
2. **Declaration of Interests** - to receive any declarations of interest (personal and/or prejudicial) with regard to items on the Agenda.  
Unless already entered in the Council's Register of Members' interests, members are required to disclose any personal interest, (which includes any disclosable pecuniary interest), they may have in any of the items included on the agenda for the meeting in accordance with the Code of Conduct adopted by the Council on 28 June 2012 and amended on 25 October 2012. Members are reminded that if they have any personal interests of a prejudicial nature or a disclosable pecuniary interest they must not participate in any discussion or vote on the matter and must leave the room. Any member needing clarification must contact the Clerk.
3. **Wigan North Service Delivery Footprint – a Presentation – for information only**  
The Committee are invited to welcome Lynn Prescott, the Service Delivery Footprint Manager (Wigan North).
4. **Minutes of the Last Policy & General Purposes Committee Meeting (7 September 2017)** - to consider, agree and approve the signature of the previously circulated Minutes by the Chairman as a correct record of the meeting.
5. **Village Issues – for information only**  
To receive reports relating to the legitimate business of the Council from Committee members and Council officers (Committee members are asked to advise the Clerk in advance of any reports – including the subject matter - they wish to make.)
6. **Procedure for the Appointment of New Co-opted Committee Members – for consideration and agreement (enclosed)**  
At present the Council has six Co-opted Committee members, all of whom sit on this Committee. When a vacancy arose earlier this year a decision was taken to advertise it. There were two applicants and the Council decided to appoint both. To date the Council has not had an agreed procedure for such appointments. What, for instance, would have happened if there had been ten applicants? It was suggested at the Council meeting in August that perhaps a procedure for appointing new Co-opted Committee members should

be developed. In the light of this members are invited to consider the suggested procedure enclosed and agree the best way forward.

**7. Annual Inspection of Property – List of Priorities – for agreement** (enclosed)

To assist members the report on the Annual Inspection of Property, which took place in early August, is enclosed. Below is a list based on observations noted during the inspection. Members are invited to agree an order of priorities (*some have already been addressed and are shown in italics*):

**A. Memorial Park & Garden**

- *Tree works proposed for the park have been approved and will be carried out in mid-October*
- Improved maintenance of play area by Wigan Council
- Park drainage
- Refurbishment of footpaths
- *The stump and supports of the vandalised willow tree have been removed*

**B. Vicarage Lane Fields Site**

- Development of the site
- Improving security

**C. Raised Bed Allotments**

- *Excess Edible AB soil has been offered to raised bed tenants as top soil and has been largely removed*
- Palisade fencing repair or replacement (- in view of the condition of the fencing, the latter may be the better solution)
- Boundary wall – the deterioration of the wall is being exacerbated by vehicular collisions with it
- Removal of bags of soil hosting weed growth

**D. Bowling Green Site**

- Recovering of toilet floors

**E. Allotments**

- Re-instating the use of the gate
- Renewal of surfaces of allotments car parks

**F. General**

- *Installing new and replacement bins – the process is in progress*

*(Co-opted Committee members may vote on this.)*

**8. Design for Dementia – for information and discussion** (enclosed)

Members are invited to receive, consider and note the contents of Mr King's report.

**9. Shevington Community Primary School – for information and agreement**

James Winterbottom, the Director of Children & Families, has replied to the letter sent to him to enquire about (a) the information in relation to 'sealed bids' being invited by the LA for the former Shevington Community Primary School site and (b) progress with the introduction of strategies to make the journey from Shevington to Shevington Vale Community Primary School safer.

- (a) Mr Winterbottom has confirmed that the suggestion that the LA have asked for sealed bids for the site is not accurate – he is not sure what has prompted that rumour but he has assured the Council that it definitely is not the case: *“As we discussed throughout the consultation process, there were no predetermined requirements for the site, the decision was taken purely from an education perspective.”*

At the Full Council meeting last week it was agreed that the Council would seek to meet with the Leader of Wigan Council and its CEO to discuss the issues of consultation and the future of the former school site.

- (b) With regard to the Council's other important point about the road safety measures he has written: *“...as we said throughout the consultation and the subsequent transition discussions we were and are very keen to ensure we take any necessary measures. The evidence and information I have is clearly different to the information you have with regards to concerns about the journeys that are being undertaken - and so I'd be really keen to explore that further with you. We have provided bus passes as promised to those families that have indicated that they need it. The traffic and pedestrian volume information we have along the route doesn't indicate an issue and we haven't had any concerns raised by school or directly from parents. Any information you have on that would be greatly received. We will also do a further check via school.”*

Members are invited to consider Mr Winterbottom's responses and agree the best way forward.

**10. SLCC Training Day Report – for information (to follow)**

**11. Social Media Policy – for discussion and agreement (to follow)**

At the last meeting this item was deferred so that a comparison could be made between two different policies. Members are invited to compare the policies and agree which of them they wish to adopt. All public bodies (large or small) are recommended to have a Social Media Policy in place.

**12. 'What's App' Reporting Facility – for approval (to follow)**

The Chairman is preparing a short paper on the 'What's App' facility for reporting incidents to the Police. This will be circulated during the week.

Members are invited to agree a protocol for use of the facility.

**13. Vicarage Lane Fields Development Working Party – Terms of Reference**

*– for agreement and recommendation (to follow)*

The Chairman is in the process of preparing proposed terms of reference for the Working Party. The document will be circulated once ready. As the Working Party was set up by the Full Council, the terms of reference have to be ratified by the Council.

Members are invited to consider the proposal and agree the terms of reference for recommendation to the Full Council for approval.

**14. Remembrance Sunday Arrangements – for agreement**

When the arrangements for Remembrance Sunday were previously discussed it was agreed that Cllr W McKnight would lay the wreath on behalf of the Parish Council at Appley Bridge. However, it has recently become known that the Chairman is not available to attend the service on 12 November. Consequently Cllr McKnight will need to deputise for her at the War Memorial in Shevington. In the light of this another member will be needed to lay the wreath at Appley Bridge. This does not have to be an elected member. In the past the role has been filled by a Co-opted Committee member if an elected member was not available.

Members are invited to agree the best way forward.

*(Co-opted Committee members may vote on this.)*

**15. Christmas Motifs – for agreement**

At last week's Full Council meeting a decision was taken to purchase 12 motifs for the lamp standards in Shevington. Members selected three designs. Instructions to place the order have been sent to Street Lighting. An update on progress will be provided at the meeting. In the event that any of designs selected is no longer available for this year, members are invited to agree the best way forward in relation to the options available for this year. If necessary, pictures of designs will be made available at the meeting.

*(Co-opted Committee members may vote on the selection of designs)*

**16. Planning Applications – to consider for comment / receive updates**

- **A/17/84622/FULL: Land to the rear of 19 Parkbrook Lane, Shevington – erection of one detached dwelling including associated access and landscaping**

This application is for a development on land associated with an end of terrace house. The grounds have a boundary with Shevington High School. At present no documents associated with the application have been displayed on the Planning Department website.

**17. Dates of Next Meetings: 26 October (Council)**

# OPEN TO THE PUBLIC AND PRESS

*K Pilkington*

Clerk to the Parish Council