

**Minutes of Shevington Parish Council
Finance Committee Meeting
Held Wednesday 6 March 2024
7:25pm - The Community Centre at Vicarage Lane Fields**

Present: Councillor William McKnight (Chairman), Councillors John Whiteley, Christopher Horridge and Helen Thompson
Four members of the public

Officer in Attendance: Mrs Krystyna Pilkington (Clerk)

1. Apologies

Cllrs Mike Crosby, Mike Grimes, Jess Diggle and Janet Brown

2. Declaration of Interests

None

3. Minutes of the Last Finance Committee Meeting (24 January 2024)

Resolved: The Minutes of the Finance Committee meeting held on 24 January 2024 were approved as a true and correct record.

4. Quarterly Budget Monitoring

The quarterly budget monitoring report was received and discussed. Several virements had been proposed and members asked questions about the reasons for the virements. The Clerk explained that the 2023-24 budget had been set at a time when a lower rate of inflation had been anticipated. Over the past year prices had increased significantly and would by the end of March result in overspends in the cost centres to which virement of funds was proposed.

Resolved: The Committee approved the following virements to balance the overspends:

- £70 to the 'Chairman's expenses/allowance' cost centre from the 'Contingency' cost centre;
- £386 to the 'Forest Fold Site Contracts' cost centre from the General Reserve;
- £125 to the 'Maintenance, materials, etc' cost centre from the General Reserve;
- £188 to the 'Plants & Planters' cost centre from the General Reserve;
- £269 to the 'Allotments' cost centre from the Allotments Reserve;
- £332 to the 'Caretaking Salaries (gross)' cost centre from the 'Contingency' cost centre.

5. Financial Aid Applications

- **Wigan & Leigh Hospice Shop**

Members considered an application from Wigan & Leigh Hospice Shop (Shevington branch) for a grant.

Resolved: The Committee approved a s137 grant of £50 towards the costs of a community day to be held locally to raise awareness of the need for all genders to undertake regular self-examination for breast cancer. The grant would come from the 2024-25 budget and would only be transferred in April 2024.

6. Dates of Next Meetings

20 March (Annual Parish Meeting); 10 April (P&GP Committee)

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.

7. Litter Collection Contract

Circumstances beyond the Parish Council's control had meant that a quotation from a contractor was still awaited. The situation and the way forward were discussed.

Resolved: The Committee agreed that, because the new contract was due to start on 4 April, a decision with regard to the award of the contract would be made under delegated authority and ratified by the full Council at its meeting on 24 April 2024.

8. Replacement Litter Bins

The replacement of three of the Parish Council's litter bins that were in poor condition was discussed.

Resolved: The Council approved the purchase of three new Derby Standard litter bins from Broxap at a total cost of £1,004.85. The fitting of the new bins and removing and disposing of the existing ones by John Parker at a cost of £150 was also approved.

The litter bin in poor condition that was currently behind the recently refurbished bench near the northern entrance to Memorial Park was also discussed.

Resolved: The above litter bin would be removed and not replaced.

9. Tree Surveys & Mapping

Quotations provided for condition surveys and identification and mapping of trees on the sites owned or managed by the Parish Council were considered.

Resolved: The contract was awarded to Arbconsultants of Preston with the following costs being approved:

- **Shevington Memorial Park** – survey and mapping of individual trees - £753.19
- **Forest Fold** – survey and mapping of individual trees - £345.50
- **Vicarage Lane Fields** – survey and mapping of individual trees - £234.94
- **Vicarage Lane Fields (Little Wood)** - overview survey - £196.00
- **Otters Croft Wood** – overview survey - £385

The total cost of all of the above surveys would be £1,914.63.

10. Shevington Memorial Park Play Area SLA

Resolved: Wigan Council's SLA for the inspection and maintenance of the Play Area in Memorial Park was approved. The cost for 2024-25 would be £854.21.

11. Xmas Tree Fencing

Costings had been obtained for two options for new temporary fencing for the Christmas trees at three of the four sites used by the Parish Council. These were discussed. It was agreed that further options would be investigated.

12. Shed for Raised Bed Allotment Area

Quotes for the purchase, delivery and installation of a replacement garden shed for the raised bed allotment area at Forest Fold were considered.

Resolved: The Committee awarded the contract to Haydock Garden Buildings at a cost of £1,309.

13. Parish Council Email Address

This item was deferred.

There being no further business, the meeting closed at 8pm.

Chairman