

**Minutes of Shevington Parish Council Meeting
Held Thursday 28 April 2016
7pm – Shevington Library**

Present: Councillor I Whiteley (*Chair*), Cllrs W McKnight, C Horridge, J Ball, J Fletcher and J Calderbank.

Mr M Butler, Operations Manager, Diamond Bus (Atherton), and eight members of the public.

Officer in Attendance: Mrs K Pilkington (Clerk)

278 Apologies for Absence

Cllr K Shaw.

Dist Cllrs D Edwardson, P Collins and M Crosby.

279 Declaration of Interests

Cllrs I Whiteley, W McKnight, C Horridge and J Ball w.r.t. Item 305 (*all personal*).

Standing Orders were suspended.

Item 281 was taken before Item 280.

280 Matters Introduced by Members of the Public

Potholes in Back Lane, Appley Bridge

Concern was expressed by a resident about the condition of the road surface in Back Lane. The Clerk explained that, because Back Lane had recently been used to provide a diversion for traffic unable to use Appley Lane while it was under repair and was due to be used in this way again in May, it was unlikely that any repair work would be scheduled for Back Lane until repairs to Appley Lane had been completed. The two roads provided mutual 'diversion' routes and could not both be closed to traffic at the same time.

A member reported that she had forwarded the complaint about the surface in Back Lane to Dist Cllr Collins and he had asked the LA's Highways Department to carry out an inspection.

281 No.635 Issues – Back Lane, Appley Bridge

This item was taken before Item 280.

Complaints from residents about the use of the bus stop near the junction of Glen Drive with Back Lane as a terminus had led Diamond Bus to introduce changes which had given rise to concerns on the part of frequent users of the bus stop about its future. Being told that the Parish Council had written to Diamond Bus about the reports they had received of activities of bus drivers in connection with the bus stop had exacerbated the concerns of the frequent users, who had formed a false

impression that the Council had asked for the removal of the bus stop. The Council's letter had drawn the issues, as they were known at the time, to the attention of the bus company and had asked them to try to resolve them.

The Chair introduced Mr Mark Butler, Operations Manager at Diamond Bus's depot in Atherton, who explained what measures the company had taken to resolve the issues and their future plans, at the same time providing information about the types of vehicles the company used and their impact on the environment. Mr Butler assured the residents that the bus stop at Glen Drive was still and would continue to be in use. The terminus, however, had been moved to a temporary location in Woodnook Road and bus drivers had been instructed to switch their engines off while they were resting.

Long term changes to bus routes were usually made in October. Diamond Bus wished to find a happy medium and Mr Butler was willing to come to another Parish Council meeting after October to explain any changes that had been introduced with respect to route No.635.

In general the residents present and those they represented were happy with the service they were getting from Diamond Bus, but were unhappy that the Council had not investigated people's views before deciding to write to the bus company.

Members explained that the Council had written about issues raised by other residents via 'Streetlife'. Some residents had also complained to individual councillors. In the end a solution to the issues had been arrived at.

The issue of the No.635 night bus, which was provided by Cumfy Bus, would be discussed at another meeting in the future.

Mr Butler was thanked for agreeing to attend and he and some of the residents left the meeting.

282 District Councillors' Reports

There was no report.

Standing Orders were re-instated.

283 Minutes of the Last Ordinary Meeting of the Council (31 March 2016)

Resolved: That, subject to the above amendment, the Minutes of the last Ordinary Meeting of the Parish Council, held on 31 March 2016, were approved as a true and correct record.

284 Minutes of the Extra-Ordinary Meeting of the Council (7 April 2016)

Resolved: That, subject to the above amendment, the Minutes of the Extra-Ordinary Meeting of the Parish Council, held on 7 April 2016, were approved as a true and correct record.

285 Chairperson's Report

Cllr Whiteley reported that:

- She had a large number of '101' leaflets for distribution and wished to encourage other members to take some away with them;
- The reason why things were a little slow in appearing on the website was because the website manager was currently operating the website from Malawi.

286 Reports from Councillors

Potholes

A member observed that there were a large number of potholes in the area that were in need of repair.

Unadopted Road Behind the Parade of Shops in Gathurst Lane

In reply to a question from a member, the Clerk reported that a quotation for the repair work required had been obtained by Wigan Council. The next step was to establish whether Wigan & Leigh Homes were still prepared to fund their 50% share of the work.

287 Reports from Representatives

Shevington & District Community Association

The Community Association had a £5,000 grant available and wished to award it to a worthy cause. It had been suggested that it should be used to support the Vicarage Lane project.

A £150 grant had been awarded to the Hospice Shop to fund a WW1 Commemoration display and event they were organising in July.

Crooke Village Residents' Association

There was no report.

Shevington Youth Club

It was reported that the Youth Club was flourishing.

Shevington Recreation Ground Trustees

There had been no meeting recently.

'In Bloom' Groups

Appley Bridge in Bloom were in discussion with Shevington Vale School about the provision of a raised bed in which the children could grow edibles with ABinB's supervision and help. The construction and installation work would be carried out by the Reparation Team and ABinB were bidding for funding for this through Wigan Rotary Club's Dragons Den applications system. Seedlings raised by the team were now flourishing and they hoped to move them down to the Parish Council's greenhouse as soon as all danger of frost had passed.

Shevington Surgery Patient Participation Group

There was no report.

Shevington Rugby & Football Clubs

There was no report.

Friends of Otters Croft & Crooke Woods

There was no report.

288 DRAFT Minutes of the Policy Committee Meeting (7 April 2016)

The DRAFT Minutes of the General Purposes & Finance Committee meetings held on 7 April 2016 were received.

289 NALC / LALC

The following had been received:

- A reply to the Parish Council's letter to LALC, which was discussed. No mention had been made in the letter of the member login passwords. The Clerk would write to the CEO of LALC to seek clarification of the matter.
- A detailed programme for the LALC Spring Conference due to take place on 14 May.
- An article informing members that the petition brought to the Policy Committee's attention earlier in April had closed on 19 April with 13,378 signatures. On 22 April NALC published an article on their website reporting that a cross political group of Peers had won the fight for the introduction of a new limited "Neighbourhood Right of Appeal", which would be included in the Housing and Planning Bill.

290 Training for Parish Councillors - Interests

The Manager of Wigan Council's Democratic Services Department had written to explain that they wished to offer all parish councillors the opportunity to receive training in 'Interests' and other relevant matters that councillors should know about. The session would last half a day and there would be no cost implications. A date and venue would be decided once it was known how many members would be attending.

During the discussion that followed it was clear that some members were willing to attend. However, other members wished to have some information about a possible agenda for the session before they made a decision about attendance.

Resolved: The Clerk would contact Democratic Services to establish what the agenda would be and the matter would be discussed again during the Ordinary Meeting in May.

291 Direct Contact with Wigan Council Officers for Members

It was reported that Wigan Council's CEO had agreed to the Parish Council's request that members should have direct contact with Wigan Council officers when necessary. To this end she had appointed Christine Charnock-Jones, the Democratic Services Manager, to co-ordinate it from the LA's end. Wigan Council were currently encouraging their district councillors to use the 'Report It' app on the Wigan Council website, as they were phasing out the historical lines of communication. Ms Charnock-Jones had suggested that members should try this out until the end of May, after which its success would be assessed. The process would be monitored for enquiries from parish councillors, which would then be fast tracked to the appropriate

officers at Wigan Council, who, if necessary, would get in touch with the parish councillor in question.

Resolved: Members agreed to try out the 'Report It' system.

292 Annual Parish Walk

Arrangements for the Annual Parish Walk were discussed.

Resolved: The Annual Parish Walk would take place on Monday, 26 August and the donations / sponsorship received would be divided between Wigan Hospice and the Charity that trained Dogs for the Blind. The usual arrangements would be put in place.

293 WW1 Commemoration Funding

In 2014 two members of the WW1 Working Party did a lot of work on the preparation and mounting of an exhibition about parish residents who had lost their lives during WW1. In 2015 the Council had agreed to fund the binding of this work into a book. The Council had also agreed that the costs of production of a limited edition of smaller booklets should be investigated. Earlier in the year Wigan Council had announced a programme of grants from 'The Deal' for Armed Forces. The time between the announcement and the deadline for the submission of bids had been too short for the Working Party to consult the Council, but the Chair, not wishing to miss an opportunity, had put in an application for a grant of £750. The application was made on behalf of the Parish Council and included funding for a display case for the Parish's WW1 memorabilia.

The Clerk reported that she had recently heard that the Council's application had been successful and the full amount applied for had been secured. This was discussed.

Resolved:

- a) The submission of the grant application was approved retrospectively.
- b) Members agreed to accept the grant.
- c) The agreement would be signed by Cllrs J Ball and J Calderbank.

294 Plants for Shevington in Bloom

Resolved: An expenditure of £223.15 on plants for the flower beds in Shevington Memorial Park and Garden was approved.

295 FY2015 Budget Out-Turn

The Out-Turn statement for the FY2015 budget was discussed.

Resolved: The FY2015 Budget Out-Turn was accepted and approved.

296 Budget Rollover: FY2015 to FY2016

A report detailing the rollovers that would be necessary and outlining the reasons for them had been circulated previously. This was discussed.

Resolved: The following rollovers from the FY2015 budget to the FY2016 budget were agreed:

- £135 from the 2015 'Clerk Training/adverts, newsletter' cost centre to the 2016 cost centre to cover the cost of the delivery of the March newsletter and part of delivery of the Parish Plan Review consultation leaflet.
- £75 from the 2015 'Stationery, Office' cost centre to the 2016 cost centre to cover the cost of stationery and toner purchased in March.
- £75 from the 2015 'Conference, Membership, Fee' cost centre to the 2016 cost centre and then vired to the 2016 'Clerk Training/adverts, newsletter' cost centre to cover the balance of the cost of delivery of the above consultation leaflet and the 'Chairmanship' training course.
- £70 from the 2015 'Equipment' cost centre to the 2016 cost centre to cover the cost of photocopying for the first quarter of this calendar year.
- £1,094 from the 2015 'Plants and Planters' cost centre to the 2016 cost centre of the same name to cover the cost of the fourth quarter payment.
- £65 from the 2015 'Doggie Bins/Notice Boards' cost centre to the 2016 cost centre to pay for the update of the Honours Board.

Total to carry forward to FY2016 = £1,514.

Resolved: The resulting post-rollover budget for FY 2016 was approved.

297 Income / Expenditure Statement, y/e 31 March 2016

The Income / Expenditure Statement for the year ended 31 March 2016 was reviewed.

Resolved: The Income / Expenditure Statement for the year ended 31 March 2016 was approved.

298 Annual Return: Annual Governance Statement 2015/16

Resolved: The completed Annual Governance Statement for 2015/16 was approved.

299 Annual Return: Accounting Statements 2015/16

Resolved: The Accounting Statements for 2015/16 were approved.

300 Clerk's Report

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

301 Financial Aid Applications

None.

Cllr W McKnight joined the meeting.

302 Payments, Income & Bank Balances

The Income / Expenditure Schedules for March and April 2016 were received.
See Appendix B.

Resolved: The expenditure on computer hardware, software, Care Plan and peripherals was approved and £700.01 was vired from 'Contingency' cost centre to the 'Equipment' cost centre to cover the costs.

Resolved: That the Accounts be approved and the cheques signed in payment, due notice being given to the bank statements exhibited.

303 Planning Applications

- **LCC 08/13/0140: The installation and operation of a 5MW bio-liquid to power generation facility. Railway Pad, Appley Lane North, Appley Bridge**
To date a reply to the Council's letter had not been received from ABCAGE.
Mr B King would report to the policy Committee the following week if there were any news.

304 Next Meetings: 5 May (Policy Committee); 26 May (Council)

Members were reminded that the Policy Committee meeting would take place in the Meeting Room at St Anne's Parish Centre in Church Lane, Shevington.

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.

With the exception of the representatives of Shevington H&A Society, the members of the public left the meeting.

305 Vicarage Lane Fields Lease – Shevington H&A Society

Issues in connection with the new allotments, the tenancy agreement and the terms and conditions in relation to the lease were discussed with the representatives of Shevington H&A Society.

The representatives of Shevington H&A Society left the meeting.

Members took part in further discussion.

Resolved:

- The terms and conditions relating to the rent during the initial years of the lease were agreed.

- The tenancy agreement was approved for inclusion as an appendix to the lease.
- The Clerk was asked to instruct the Council's solicitor to prepare a draft lease.

306 Vicarage Lane Fields Leases – Shevington ARLFC and Shevington FC

Resolved: An Extra-Ordinary Meeting to consider the amended draft model lease was called for 5 May 2016.

307 Litter Bin Refurbishment

The refurbishment of three bins was discussed.

Resolved: The refurbishment of three bins by Kenyon Homes at a cost of £100 for all three was approved. In addition logo and ribbon transfers would be purchased.

There being no further business, the Chair closed the Meeting at 9:30 pm.

Chairman