

**Minutes of the Shevington Parish Council  
Policy Committee Meeting  
Held 4 February 2016  
7.00pm Shevington Library**

Present: Councillor I Whiteley (Chairperson), Councillors W McKnight, J Ball, C Horridge, J Calderbank and K Shaw.  
Co-opted Members: Mr B King and Mrs E Longmore  
No members of the public.

Officer in Attendance: Mrs K Pilkington (Clerk)

**1. Apologies**

Cllrs J Fletcher and C Miles.  
Mr B Lomas.

**2. Declaration of Interests**

None.

**3. Minutes of the Policy Committee Meeting (1 October 2015)**

The previously circulated minutes were considered.

**Resolved:** The Minutes of the Parish Council Policy Committee Meeting of 1 October 2015 were approved as a true and correct record.

**4. Village Issues**

**Grass Verges**

A member reported that issues with people driving over grass verges in the Parish continued. The Clerk informed the Committee that she had recently replied to an email from a resident of Miles Lane, Shevington, seeking advice on whom to approach about making arrangements to get the grass verge in front of her property re-instated. The Clerk had advised her that Wigan Council were responsible for maintaining the grass verges and had recently fitted bollards in the re-instated grass verges in front of two properties in Miles Lane, Appley Bridge to protect them.

**Anti-Social Behaviour in the Centre of Shevington**

There was real concern about the behaviour of young people in the centre of Shevington. The dispersal orders did not seem to be having much of a deterrent effect. The previous Friday a large group of young people had been observed dancing in the centre of the road between 9:30pm and 10pm. The episode was reported to the Police and was logged.

**Allotments Grant**

A co-opted Committee member reported that the Stage 2 application for a grant from 'The Deal' initiative had been sent in on 23 January.

### **Update on New Northern Rail Franchise**

It had recently been announced that the current Managing Director of Northern would continue in his post under Arriva. A Spanish company had been awarded the contract for building the new trains, which were expected to be very good.

### **LCC Bus Service Subsidy**

In November 2015 Lancashire County Council decided to cease subsidising bus services in the local area. The services affected were the Route 113 evening service, Route 3A and the market day service to Chorley (a minor service). LCC were carrying out a consultation about usage of these routes. This would be an agenda item on the Full Council meeting in February.

### **Wigan Council's WW1 Fund**

The LA had set up a grant fund worth £250,000, which was intended to be used on projects commemorating WW1. Applications from community groups were invited – the deadline was 4 March. This information would be put on the website to be shared with the local community.

### **Abandoned Car in Bowling Green Car Park**

A car which had been left in the bowling green car park had, following a period of monitoring, been reported as being abandoned - initially to the Police. While awaiting a response, the Clerk received reports from both a local resident and the PCSO that the car window on the passenger side had been smashed. The PCSO had tried to establish ownership and had not succeeded. However, she had been told by her superior that the Police did not have any legal authority to remove the car because it was on private land.

It was then established that the LA had the authority to do this. The car was reported to the appropriate officer and he had since advised that he had succeeded in identifying the owner and written to him to ask him to remove the vehicle. There were several phases to the process, each of which had to run its course before the LA could remove the car. In the light of this the car could be there for some time.

### **Trip Hazard at Gate to Bowling Green Site**

In mid-August flags under the entrance gate to the bowling green site were found to be lifting dangerously, causing a trip hazard. The issue had been caused by tree roots, which meant that the problem tree had to be removed before any repair work could be carried out. Under the terms of the Council's lease the LA's permission to cut down the tree had to be sought. This was obtained. Wigan Council provided a quote of £120.90 for its workforce to remove the tree and for stump grinding and a further quote of £300 for repair to the flags and root removal. As it was an H&S issue, the Chair and Cllr C Horridge were consulted and the instruction for the work to be carried out was given. The tree was removed in September, but the footpath could not be repaired until the stump grinder had carried out his part of the job. The latter had only happened recently and the footpath was repaired the same day.

## **5. Consultation on NPPF**

This item was taken after Item No.10.

## 6. Parish Plan Questionnaire

Arrangements for the consultation on the review of the Parish Plan published in 2006 were discussed.

**Resolved:** The Committee agreed the following:

- a) the questionnaire would be circulated parish-wide in March at the same time as the newsletter and via the same route;
- b) both the 2006 Plan and the report on the review would be available on the website for public reference;
- c) the Annual Parish Meeting on 17 March would provide an opportunity for a drop-in session;
- d) the end date for the consultation, responses to which could be made via a collection box in Shevington Library or electronically via the website, would be six weeks after the circulation date.

It was observed that the outcome of the questionnaire could be used to inform the Neighbourhood Plan, should the Parish Council choose to prepare one.

## 7. Complaints Procedure

The Council's Complaints Procedure was reviewed.

The words '*Standards Board of England*' were replaced by '*Standards Committee of Wigan Council*' and the following paragraph was added: '*The Clerk or the Chairman of the Council will notify the complainant within 20 working days of the outcome of his/her complaint and of what action (if any) the Council proposes to take as a result of his/her complaint. (In exceptional cases the twenty working days timescale may have to be extended. If it is, the complainant will be kept informed.)*'

**Resolved:** Subject to the above amendments, the Complaints Procedure was approved.

## 8. Interview Procedure

The Committee discussed the proposed interview procedure.

**Resolved:** The proposed interview procedure was adopted and the Committee agreed that the interview panel should have delegated authority to appoint the Caretaker.

## 9. Recording of Meetings

A DRAFT Protocol for the official recording of meetings by the Parish Council was discussed. The following sentence was removed: '*Recordings may be edited to exclude any third party, confidential or exempt information at the absolute discretion of the responsible officer.*' As audio or video recording of confidential meetings or parts of meetings was not permitted, editing should not be necessary.

**Resolved:** Subject to the above amendment, the Protocol Concerning the Recording of Public Meetings was adopted. The Clerk was instructed to investigate the costs of good quality audio recording equipment and facilities for making copies.

## **10. Precept Information for Council Tax Letter**

The previously circulated precept information for the Council Tax Letter was discussed. No changes were made.

**Resolved:** The precept information for the Council Tax letter was approved.

*Item 5 was taken at this point in the meeting.*

Mr B King's report on the NPPF consultation was received and discussed.

*See Appendix A.*

The following amendments were made:

Q.4: 'No' was replaced by '*It is recognised that there are benefits from higher density developments at commuter hubs, because this will release the pressure on open land sites at the periphery.*'

Q.6: 'Yes' was removed.

**Resolved:** Subject to the above amendments, the responses to the consultation were approved.

## **11. Financial Aid Applications**

None.

## **12. Planning Applications**

None.

## **13. Dates of Next Meetings**

25 February (Council); 4 March (General Purposes & Finance Committees)

There being no further business, the Chairman closed the Meeting at 8:53 pm.

**Chairman**