

Shevington Parish Council

Clerk & RFO to the Council – Mr M Potts

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Minutes

Meeting of the Full Council

Held on Wednesday 25th February 2026 at 19:00

Venue: Vicarage Lane Function Room, Vicarage Lane, Shevington, WN6 8HP

Present:

Cllrs: *C Horridge, H Thompson, W McKnight, M Grimes,*

Officers: *Mr Michael Potts (Clerk & RFO)*

Members of the Public: 10

Part One

25/26-484 Apologies

Apologies for absence were received from Cllrs J Brown, J Diggle and M Crosby, J Whiteley

The apologies were accepted.

25/26-485 Declarations of Interest

25/26-485(a) Code of Conduct – Declaration of Interests

Declarations of interest were noted in relation to Forest Fold Allotments and associated matters.

25/26-485(b) Localism Act 2011 – Dispensations

No requests for dispensations were received.

25/26-486 To Sign as a Correct Record the Minutes of 28 January 2026

The minutes of the Full Council Meeting held on 28 January 2026 were approved as a correct record and signed by the Chair.

25/26-487 Matters Arising from Previous Minutes

Council discussed matters arising from the previous meeting including clarification regarding previously deferred grant applications and the requirement for a site visit relating to Forest Fold Allotments.

Council noted the updates.

25/26-488 Finance

25/26-488(a) Payments for Approval

Council considered the January 2026 payment schedule including retrospective payments made under the Clerk's delegated authority.

RESOLVED:

That the January 2026 payment schedule be approved.

25/26-488(b) Bank Reconciliation

Council noted the latest bank reconciliation and supporting bank statements.

25/26-488(c) Applications for Financial Assistance

Council noted that no grant applications had been received for consideration at this meeting.

The Clerk reported that the grant application form had been updated to improve clarity for applicants and would be presented to Council for formal approval at a future meeting.

25/26-489 CILCA Qualification – Clerk

Council considered approval for the Clerk to enrol on the forthcoming Certificate in Local Council Administration (CILCA) course delivered by the Lancashire Association of Local Councils.

Members noted that achieving the qualification would support the council's governance arrangements and enable the council to meet the requirements necessary for the future use of the General Power of Competence.

RESOLVED:

That the Clerk be authorised to enrol on the CILCA course and that the associated training and qualification fees be approved.

25/26-490 Stockley Park – Barrel Planters

Council considered whether the eight-barrel planters located at Stockley Park should be incorporated into the Moss Bank grounds maintenance contract.

RESOLVED:

That the barrel planters at Stockley Park be incorporated into the Moss Bank maintenance contract and that the Clerk be authorised to arrange the necessary contract variation.

25/26-491 Memorial Bench Request – Forest Fold

Council considered a request for the installation of a memorial bench at Forest Fold in memory of James Kevin Ryan.

Members supported the request in principle, subject to agreement of a suitable location.

RESOLVED:

That the request be approved in principle and that the Clerk be authorised to liaise with the applicant and representatives of the bowling green to determine an appropriate location.

25/26-492 Forest Fold – Height Restrictor Installation

Council considered a revised quotation from Autopa Ltd for the supply and installation of a fixed height restrictor at Forest Fold.

Members noted that the revised quotation exceeded the Clerk's delegated authority due to additional safety considerations identified during the site meeting.

RESOLVED:

That the revised quotation from Autopa Ltd in the sum of £3,104.67 including VAT be approved and that the Clerk be authorised to proceed with the installation.

25/26-493 Correspondence

Council received and noted correspondence including enquiries relating to local health services, community concerns regarding the condition of local facilities and general parish matters.

Council noted the correspondence.

25/26-494 Clerk's Report

Council received the Clerk's report which included updates on:

- Memorial Park drainage project and site meetings with consultants and contractors
- anticipated programme of works for drainage improvements
- future landscaping and tree planting proposals
- noticeboard maintenance and key management
- ongoing operational matters across parish facilities.

Council noted that Wigan Council had confirmed its contribution toward the Memorial Park drainage works.

Council noted the report.

25/26-495 Planning Matters

25/26-495(a) Planning Updates

Council noted updates relating to local planning matters.

25/26-495(b) Planning Responses Submitted Under Delegation

Council noted that planning responses may be submitted under delegated authority where appropriate.

25/26-496 Reports from Councillors

Councillors raised matters for information including noticeboard maintenance and parish communication arrangements.

Council noted the updates.

25/26-497 Reports from Representatives

Updates were received from representatives including:

- Shevington & District Community Association
- Forest Fold Allotments Tenants Association

- Friends of Stockley Park
- other local community groups.

Council noted the reports.

25/26-498 Public Question Time (*Item brought forward to the top of the meeting*)

Members of the public raised concerns regarding the potential closure of services at Shevington Clinic.

Representatives of the local GP surgery attended the meeting and clarified that the surgery had not been formally consulted regarding any proposed closure and that information remained unclear.

Council acknowledged the concerns raised and confirmed that it would continue to represent residents' concerns to the relevant authorities.

25/26-499 Meeting Close

There being no further business, the meeting was closed.

Meeting closed at: 20:41