

Shevington Parish Council

Clerk & RFO to the Council – Mr M Potts

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Minutes

Meeting of the Extraordinary Full Council

Held on Wednesday 28th January 2026 at 19:00

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

Present:

Cllrs: *C Horridge, H Thompson, J Whiteley, M Grimes,*

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

Members of the Public: 5

Part One

25/26-471 Apologies

Apologies for absence were received from J Brown, J Diggle and M Crosby.
The apologies were accepted.

25/26-472 Declarations of Interest

25/26-472(a) Code of Conduct – Declaration of Interests

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

25/26-472(b) Localism Act 2011 – Dispensations

No requests for dispensations were received.

25/26-473 To Sign as a Correct Record the Minutes of 26 November 2025

The minutes of the Full Council Meeting held on 26 November 2025 were approved as a correct record and signed by the Chair.

25/26-474 Matters Arising from Previous Minutes

Council noted that the deferred application from Forest Fold Tenants Association remained pending a site visit. The Clerk confirmed that availability would be sought from councillors in order to arrange the visit with the applicant.

It was further noted that any works proposed would require confirmation of a suitable firm base for materials.

25/26-475 Finance

25/26-475(a) Payments for Approval

Council considered the November and December 2025 payment schedules, including retrospective payments made under the Clerk's delegated authority.

RESOLVED:

That the November and December 2025 payment schedules be approved.

25/26-475(b) Bank Reconciliation

Council noted the latest bank reconciliation and corresponding bank statements.

25/26-475(c) Applications for Financial Assistance

Council noted that the deferred application from Forest Fold Tenants Association (£1,000) remained pending a site visit and would be brought back to Council following that visit.

25/26-475(d) Finance Committee Update

Council received an update from the Finance Committee meeting held on 14 January 2026 and noted the matters discussed, including budget monitoring and precept considerations.

25/26-476 Council Tax Precept 2026/27

Council considered the recommendation of the Finance Committee to increase the Parish Council precept by 3% for the financial year 2026/27.

Following discussion regarding inflationary pressures and the Council's planned programme of works and service delivery, the recommendation was put to the vote.

RESOLVED:

That the recommendation of the Finance Committee to request a 3% increase in the Parish Council precept for 2026/27 be approved, and that the Clerk be authorised to submit the approved precept request to Wigan Council.

25/26-477 Correspondence

Council received and noted correspondence including:

- Concerns regarding the condition of the car park behind the clinic and requests for clarification regarding responsibility and maintenance.
- Community enquiries relating to noticeboards and communication of local information.

It was noted that correspondence had been issued to the relevant organisation regarding the clinic car park.

25/26-478 Clerk's Report

Council received the Clerk's report, including updates on:

- Progress toward making the new parish website live.
- Bowling green fencing repairs and quotations.
- Development of a simple invoicing process for bowling club payments.
- Contact with planning officers to ensure the Parish Council is appropriately notified of local planning applications.
- Allotment invoicing and liaison with Vicarage Lane representatives.
- Noticeboard key access and distribution arrangements.
- Preparation of ground maintenance contract documentation for the forthcoming season.

Council noted the report.

25/26-479 Planning Matters

25/26-479(a) Planning Updates

Council noted updates on local planning applications.

25/26-479(b) Planning Responses Submitted Under Delegation

Council noted planning responses submitted under delegated authority.

25/26-480 Reports from Councillors

Councillors raised matters for information including:

- The condition of the clinic car park and access areas.
- Allotment plot status and the need for confirmation from one plot holder's family regarding cultivation for the 2026 season.
- The missing bin along the canal.
- General parish maintenance matters.

Council noted the updates.

25/26-481 Reports from Representatives

Updates were received from:

- Shevington & District Community Association – including the forthcoming Spring Show on 28 March 2026 at the Methodist Church and the Summer Show scheduled for 1 August 2026.
- 'In Bloom' Group – noting current competition level and potential impact of reduced volunteer availability.
- Forest Fold Allotments Tenants Association – including ongoing operational matters.
- Friends of Stockley Park – including funding concerns relating to planters and possible installation of a new water tap.

Council noted the reports.

25/26-482 Public Question Time

Public Question Time was opened.

[Insert summary if applicable / or “No questions were raised.”]

25/26-483 Meeting Close

There being no further business, the meeting was closed.

Meeting closed at: []