



Haigh
PARISH COUNCIL

Annual Meeting of the Parish Council
WILL BE HELD AT ST DAVID'S PARISH ROOMS
TUESDAY 7 MAY 2024 at 6:30pm

Agenda

- 151 Election of Chairman**
To elect the Chairman of the Parish Council to serve until the Annual Meeting in May 2025. Members are invited to put forward nominations for the office.
- 152 Chairman's Declaration of Acceptance of Office**
To receive and witness the Chairman's Declaration of Acceptance of Office.
- 153 Election of Vice Chairman**
To elect the Vice Chairman of the Parish Council to serve until the Annual Meeting in May 2025. Members are invited to put forward nominations for the office.
- 154 Audit, Governance & Standards Committee**
To appoint the Council's representative on Wigan Council's Audit, Governance & Standards Committee. The member appointed will become a co-opted member of this committee – which means that they have an advisory status – and will serve until the Annual Meeting in 2025. The position is currently held by Cllr Bobbie Darbyshire.
- 155 Register of Interests** *(circulated via a separate email)*
Members are invited to complete the Register of Interests form and return it the Clerk at the meeting. Please read the accompanying Guidance. If there have been no changes since the last one was completed, there is no need to complete a new one.
- 156 Casual Vacancy – for agreement**
We have received an enquiry from a resident about the vacancy. The resident has requested more information about the Parish Council. This has been done and the resident has been invited to the meeting to meet the Council and observe what happens.

Members are invited to consider and agree the way forward; if the resident and the Council so wish, it will be possible to co-opt the resident as a councillor.

157 Apologies for Absence

To receive apologies from councillors.

158 Declaration of Interests

To receive any declarations of interest (prejudicial or otherwise) with regard to items on the Agenda.

Unless already entered in the Council's Register of Members' interests, members are required to disclose any personal interest, (which includes any disclosable pecuniary interest), they may have in any of the items included on the agenda for the meeting in accordance with the Code of Conduct adopted by the Council. Members are reminded that if they have any personal interests of a prejudicial nature or a disclosable pecuniary interest they must not participate in any discussion or vote on the matter and must leave the room. Any member needing clarification must contact the Clerk.

159 Christmas Decorations – for information and approval

Please welcome Mr Chris Pennington of Wigan Council's Street Lighting department, who will be attending to talk to the Council about the possibilities and associated costs with regard to the lamp standards in the part of Haigh Road that is in Haigh.

Members are invited to agree the best way forward.

160 Matters Introduced by Members of the Public – for information

An opportunity for any members of the public present to raise issues for the attention of members.

161 Minutes of the Ordinary Meeting (25 March 2024)

– for approval (enclosed)

To receive and approve the Minutes of the Ordinary meeting held on 25 March 2024 for signature by the Chairman.

162 Matters Arising – for information only

An opportunity for members of the Council to report or update on any matters that have arisen since the meeting in March that are not otherwise included on the agenda.

Progress with actions assigned to the Clerk is either included in the narrative relating to other agenda items or in the Clerk's Report.

163 Planning Applications – for consideration & agreement

| | | |
|------------------|---|---|
| A/21/92629/MAJOR | Leyland Mills Leyland Mill Lane Wigan WN1 2SB | Residential development of 10 four storey four bedroom detached dwellings and 7 three storey five bedroom detached dwellings, etc following demolition of existing mill buildings <i>(Representation submitted</i> |
|------------------|---|---|

| | | |
|-----------------|---|--|
| | | <i>- presumed awaiting Planning Committee meeting date – next meeting is on 11 June 2024)</i> |
| A/22/94184/FULL | Rothwells Stud Sennicar Lane Wigan WN1 2SN | Erection of four detached dwellings, following demolition of indoor riding arena, stables and store <i>(Objection submitted – awaiting decision)</i> |
| A/24/96773/LA | Old Zoo Site Haigh Woodland Park School Lane Haigh | Erection of 3 glasshouses, tool shed/store and change of use of Bothy Cottages and stores to create a multi-purpose space for education, training, horticulture and events together with associated works and restoration works including replacement roof, additional window and door openings, works to garden wall, hardstanding and landscaping following demolition of existing barn and stores and removal of stone wall section |
| A/24/96774/LB | Old Zoo Site Haigh Woodland Park School Lane Haigh | Listed Building consent for erection of 3 glasshouses, tool shed/store and associated works and restoration works including replacement roof, additional window and door openings, works to garden wall, hardstanding and landscaping following demolition of existing barn and stores and removal of stone wall section |

Members are invited to note the current status of the above applications with regard to which the Council have submitted representations, consider any new applications submitted since the last meeting and agree the best way forward.

164 Bridge 63 – for information and agreement

The Service Manager over Development Management and Building Control replied to the Council's enquiry to the Planning Department to establish the current situation with regard to Bridge 63..

He confirmed that Planning Enforcement visited the pub in September 2023 and it was determined that it was not in a state where action could be taken under Section 215 of the Town and Country Planning Act in relation to the *'power to require proper maintenance of land'*.

He informed the Parish Council that Wigan Council was in ongoing contact with the building owner, who also owns additional land in the vicinity, but, as with any informal discussions with a landowner, because of their potentially commercial nature they are to be kept confidential at this stage. If any formal planning application were made, such an application would be publicised in accordance with statutory requirements and the Council's guidance and code of practice. He advised that in the meantime it may be worthwhile to contact the owner directly for further information on any development proposals. Members will recall that we contacted the owner of the property earlier this year. He replied to that email, confirming that he was in discussions with Wigan Council about his plans, and agreed to update the Parish Council once there was something that could be shared.

Members are invited to note this information and agree the best way forward.

165 Canal Towpath – *for information and agreement*

To receive an update from Cllr Paul Kenyon on progress with this project.

Members are invited to agree the best way forward.

166 Meeting with Wigan Council Officers – *for agreement*

The next meeting with Wigan Council officers has been scheduled for Monday, 17 June a 4pm via MS Teams.

Members are invited to put forward and agree topics for discussion.

167 Annual Parish Meeting 2024 – *for information and agreement*

The Annual Parish meeting will be held, as agreed, at 7pm on Tuesday, 21 May in the School Room at the Stables Courtyard. It has been established that the larger room above Graze is no longer available for hire to outside parties.

- Al&Al have confirmed with Cllr Clare Kenyon that they will provide an update on progress with the Haigh Hall development and have booked the school room.
- The agenda for the meeting will be as agreed at our meeting on 25 March (please see the minutes of the last Parish Council meeting – Item No.159 attached).
- Cllr Clare Kenyon has prepared the posters advertising the APM and Al&Al's presentation. They have been put on display at the usual locations in the Parish and on Facebook. Residents have been

asked to book by 14 May 2024, as admission will be restricted to residents and Parish Council members and will be by ticket only. The maximum that the venue can accommodate is 30.

- We agreed on 25 March that light refreshments would be served during the evening.

Members are invited to agree who will take responsibility for organising refreshments.

168 Haigh Parish Awards – for approval and agreement

As the larger room at the Stables Courtyard is no longer available for hire and there are no other suitable facilities available at Haigh Woodland Park, it is suggested that the awards are presented on 1 July at St David’s Parish Rooms.

We have received several nominations, which will need to be discussed before the awards are ordered. This discussion can take place via MS Teams.

Members are invited to approve 1 July 2024 as the date on which the awards are to be presented and agree a suitable date for the MS Teams meeting.

169 Bubblefest 24 – for approval (enclosed)

The notes from the Working Group meeting of 16 April are enclosed. Members are invited to approve the following decisions:

- (a) That local community groups should be approached to find out if they would be willing to provide help on the day. If they are willing to do this, the Parish Council will make a donation to the group in support of its activities. The size of the donation will be decided once the number of groups involved and the likely income is known.
- (b) Tickets to the Bubblefest will be priced £6. They will go on sale in mid-May and be sold online via Eventbrite. The Eventbrite fee will be absorbed. Children under the age of THREE will be FREE.
- (c) Free entry will be available for ONE carer accompanying an individual with special needs.

170 Parish Council Email Address – for agreement (enclosed)

171 Budget Out-Turn 2023-24 – for approval (enclosed)

The budget out-turn for 2023/24 is enclosed.

Virements agreed during the meeting in March have been actioned.

This has resulted in some active cost centres showing substantial increases and un-earmarked reserves being re-distributed amongst earmarked reserves. Consequently the General Reserve is slightly less than the revenue expenditure for the year.

Most other active cost centres show small underspends.

Balances in the remaining active cost centres totalled £2214 (including expenditure contingency).

Only £1 was paid out in VAT and has not been re-claimed.

Members are invited to review and approve the budget out-turn for 2023-24.

- 172 **Income / Expenditure Account 2023-24** - for approval (enclosed)
173 **Annual Governance Statement 2023-24** - for approval (enclosed)
174 **Accounting Statements 2023-24** - for approval (enclosed)
175 **Exemption from External Audit 2023-24** - for approval (enclosed)
176 **Period for the Exercise of Public Rights 2023-24**
– for agreement (enclosed)

Members are invited to agree the period for the exercise of public rights 2023-24, which is explained in the enclosed document. Under current financial legislation governing parish councils the period **MUST** last 30 working days, which **MUST** include the first 10 working days in July.

- 177 **Insurance 2024-25** – for approval (enclosed)

The Parish Council's insurance with Zurich Municipal is due for renewal on 1 June 2024. The Policy Schedule and a letter confirming some essential features of the cover provided is enclosed. The premium quoted this year is: £403.91. This is £9.59 more than in 2023-24.

Members are invited to approve renewal of the Policy.

- 178 **Accounts 2024/25** – for approval

Income:

Precept = £8,400

Council Tax Support grant = £1,079

TOTAL = £9,479

Expenditure:

| No | PAYEE | NARRATIVE | NET | VAT | PAYMENT |
|----|------------------|-------------------------|-----------------|--------------|-----------------|
| 1 | Wigan NE PCC | Room rent (March) | £ 20.00 | N/A | £ 20.00 |
| 2 | Employee No.1 | New email (Ionos) | £ 3.00 | £0.60 | £ 3.60 |
| 3 | Employee No.1 | Postage | £ 61.20 | N/A | £ 61.20 |
| 4 | LALC/NALC | Annual subscription | £184.29 | N/A | £184.29 |
| 5 | Employee No.1 | Salary (April) | £395.46 | N/A | £395.46 |
| 6 | HMRC | Tax (April) | £ 79.00 | N/A | £ 79.00 |
| 7 | Employee No.1 | Mileage | £ 5.20 | N/A | £ 5.20 |
| 8 | Wigan NE PCC | Room rent (May) | £ 20.00 | N/A | £ 20.00 |
| 9 | Zurich Municipal | Insurance | £403.91 | N/A | £403.91 |
| 10 | Employee No.1 | Email-basic 5 (Ionos) | £ 2.50 | £0.50 | £ 3.00 |
| 11 | Employee No.1 | Email archiving (Ionos) | £ 1.00 | £0.20 | £ 1.20 |
| | Total: | | £1175.56 | £1.30 | £1176.86 |

Balance at bank on 31 March 2024 = **£21,905.09**

Estimated balance at bank after receiving the above income on 3 April 2024 & the above expenditure = **£30,207.23**

Members are invited to approve the above payments.

- 179 **Clerk's Report** – for information (to follow)

- 180 **Date of Next Meeting:** 1 July 2024

Please let the Clerk know if you intend to join the meeting by emailing clerk@haighparishcouncil.org.uk by Saturday, 4 May 2024.

Copies of Parish Council Minutes are lodged at Aspull Library and may be accessed online on Wigan Council's website.

K Pilkington

Krystyna Pilkington
Clerk to Haigh Parish Council - 01257 473022