

**Minutes of Meetings of Haigh Parish Council  
Held Monday 9 May 2022  
6:50pm St David's Parish Rooms**

**Present:** Councillors Robert Lawson (Chairman), Roberta Darbyshire, Paul Kenyon, Andrew Wilson, Anita Edwards-Hooson, Ian Parker and the Clerk, Mrs Krystyna Pilkington  
Dist Cllr Laura Flynn and one member of the public.

**Annual Meeting of the Parish Council**

**436 Election of Chairman**

Cllr Robert Lawson, the outgoing Chairman, opened the meeting and invited nominations for the Office of Chairman.

A nomination was received for Cllr Robert Lawson.

**Resolved:** That Cllr Robert Lawson would serve as Chairman until the Annual Meeting of the Parish Council in May 2023.

**437 Chairman's Declaration of Acceptance of Office**

Cllr Robert Lawson made and signed his Declaration of Acceptance of Office. The Clerk signed as witness to the declaration.

**438 Election of Vice Chairman**

A nomination was received for Cllr Paul Kenyon.

**Resolved:** That Cllr Paul Kenyon would serve as Vice Chairman until the Annual Meeting of the Parish Council in May 2023.

**439 Audit, Governance & Standards Committee**

The nature of the role was discussed.

*Dist Cllr Laura Flynn joined the meeting.*

**Resolved:** That Cllr Roberta Darbyshire was appointed to serve on Wigan Council's Audit, Governance & Standards Committee until the Annual Meeting of the Parish Council in May 2023.

**440 Casual Vacancy**

It was reported that the casual vacancy had been advertised as agreed, but no expressions of interest had been received by the deadline of 14 April 2022. A tentative expression of interest had been received after the deadline date. The way forward was discussed. It was agreed that the position would be kept open, but no active advertising would take place. A notice that there was a vacancy would be maintained on the website.

**441 Change of Day for Parish Council Meetings**

A proposal that the day of the week (currently Monday) on which Council meetings were held should be altered to another day was discussed. An enquiry had been made about the availability of St David's Hall on other evenings of the week, i.e. on Tuesdays, Wednesdays and Thursdays. The Clerk had been informed by the Bookings Secretary that the three evenings in question were all booked up – only Monday evenings were available.

It was suggested that meetings could continue on a Monday evening as long as the first and last Mondays of the month were avoided. Cllr Bobbie Darbyshire agreed to find out whether all Tuesday evenings had been booked and whether it would be possible to change bookings from Mondays.

The possibility of meeting at a different venue was suggested, e.g. Haigh Hall or Wigan Rugby Club. The Chairman reminded the Council that the last time the possibility of Haigh Hall as a venue had been considered there had been staffing-related issues with respect to people arriving and leaving the meeting room.

The Clerk advised that the Parish Council were not allowed by law to meet at a venue where alcohol was being served and that the public had to have easy access to the meeting. Cllr Ian Parker would look into the possibility of the Council meetings taking place at Wigan Rugby Club.

## **Ordinary Meeting of the Parish Council**

### **442 Apologies for Absence**

None

### **443 Declaration of Interests**

Dist Cllr Laura Flynn w.r.t. Item 446

### **444 Minutes of the Last Ordinary Meeting (14 March 2022)**

**Resolved:** The Minutes of the Meeting of the Council held on Monday, 14 March 2022 were agreed to be a true and correct record.

### **445 Matters Arising**

*Standing Orders were suspended.*

#### **Pendlebury Lane Property Owners' Rights With Regard to the Road**

At the request of the Council the Clerk had written to Dist Cllr Laura Flynn to find out whether she had received the information about ownership rights and responsibilities that she had been seeking when she had attended a previous meeting. Dist Cllr Flynn confirmed that to date she had not received this information and explained that she still needed to find out whether the owners of properties in Pendlebury Lane could give permission to others to use the road. Cllr Ian Parker offered to establish and share that information with her by the end of the week. The Chairman asked him to also share that information with the Clerk.

*Standing Orders were re-instated.*

*Dist Cllr Laura Flynn withdrew from the meeting.*

#### **446 Planning Applications**

##### A/21/92629/MAJOR - Leyland Mill Development

It was reported that no date had yet been published for the inclusion of this application on the agenda of a Planning Committee meeting. A member asked whether the Parish Council would be able to see the contents of the document pack sent to Planning Committee. He was informed that this documentation would be published and accessible online prior to the relevant Committee meeting.

##### A/22/93295/LBLA – Haigh Hall

In reply to his question a member was advised that the Parish Council were probably statutory consultees in relation to this application to carry out repairs because Haigh Hall was a major listed building in this area and the Council were regarded as immediate neighbours. A discussion about how statutory consultees were identified and how the Council could become a statutory consultee followed. The Clerk explained that the description of 'statutory' was used in this context because the categories of organisations that had to be consulted by town planners had been set down by central government in relevant laws made by Parliament.

##### A/22/93422/HH – Martholme, Toddington Lane

This application to add a large extension to a bungalow situated on the corner of the entrance to Toddington Lane was discussed. Members were concerned about the size of the proposed extension and whether the alterations would be in keeping with the character of the village. Members were invited to consider the application and share their observations, if they had any, by email in the next few days.

##### A/22/93543/LA – Haigh Woodland Park

An application to create a woodland hub at the Woodland Park was discussed briefly. Members were asked to review the application and share any observations by email by Friday, 13 May.

*Dist Cllr Laura Flynn re-joined the meeting.*

##### A/21/90931/FULL- Land North of Pendlebury Lane

The Clerk had reported earlier during this agenda item that a resident had written to let the Parish Council know that, because an appeal against the LA's decision had been lodged with the Planning Inspectorate, the LA's planning officers could not discuss the matter with the resident. In addition, the appeal was not currently visible on the Planning Inspectorate Portal, so at present no further details were available.

*Standing Orders were suspended.*

Dist Cllr Flynn advised that she was now able to speak on the process going forward, as it was being dealt with by Central Government inspectors. She told the Council that the District Councillors had been informed that the appeal had been lodged and was waiting to be allocated to an inspector. Once it had been allocated the LA would be notified and the start letter would be issued, triggering the formal process. The Planning Department would then notify the District Councillors. Dist Cllr Flynn was not certain whether other objectors would be notified, but the information would be visible on the Planning Inspectorate's website and on the LA's Planning Portal.

The resident had also reported that tent pegging activities had resumed at the site – a training event had recently been held there. Dist Cllr Flynn reported that a Planning Enforcement Officer would be visiting the site the following week to make sure that the landowner was aware that the activities at the site were being monitored. He would also let the landowner know that, because building was taking place on the land, it could only be used for horse riding and practices by small groups of family members, but not for large events. This was open to challenge by the landowner, but, if events were to be held there, they would have to be compliant with a range of legislation.

*Standing Orders were re-instated.*

#### **447 Bubblefest 2022**

The working party's planning meeting for the Bubblefest took place on 25 April 2022 via MS Teams.

Since that meeting:

- Cllr Bobbie Darbyshire had confirmed that the Parish Council could run the Crazy Golf on the day and had been booked in.
- All four bubble artists who performed in 2021 had been contacted about their availability and their charges. eBubblio Magical Bubbles (fee £300), Memorabubble (fee £350) and Bubbleman (fee £400) were available and their bookings had been confirmed, subject to approval. Daffy Dill Entertainment was not available this year, but had expressed the hope she would be invited next year.
- Cllr Rob Lawson had been in contact with eBubblio, who had suggested that there might be another bubble artist based in Bristol who was available. They had discussed alternatives.
- Volunteers to help on the day were being sourced.
- Some photographs from last year's Bubblefest had been received and publicity material for Facebook was being prepared. eBubblio's photographs had been promised, but had not yet been received.
- Last year's stall holders were being contacted and notified of the date.

Further discussion took place about the arrangements:

- It was agreed that it would be better for all bubble artists to perform within the garden enclosures. Three bubble artists might be enough, but the Council would consider booking a fourth once they had all the information.
- eBubblio were willing to provide materials for the 'Have-a-Go' stations, as they did last year. They had suggested charging this year.
- Haigh Woodland Park's General Manager would be asked whether the numbers within the garden enclosures could be increased. This would make it easier to formally allow people back in once they had left the enclosures.
- Investing in a card reader was still under discussion, but, as costs might turn out to be too expensive, people could be requested to bring cash with them.
- The Parish Council would sell bubbling equipment.
- The nature of stalls that could be duplicated would need to be discussed with HWP's General Manager.

**Resolved:** The Council  
(a) approved the above bookings;

- (b) approved the 2022 stall fees – £25 (professional stall holders and national registered Charities raising funds), Free of Charge (local community fundraising and information stalls).

Charges for food/beverage stalls would need to be considered. Another working party meeting would need to be arranged to discuss and agree matters not yet covered.

#### **448 Meeting with Wigan Council Officers**

The Parish Council's next meeting with Wigan Council Officers would be via MS Teams on Monday, 27 June at 4pm. Members were invited to put forward and agree items for discussion.

**Resolved:** The following would be included on the agenda:

- The Role of the Parish Council – to be led by the parish councillors.
- Update on Haigh Hall

Further suggestions should be sent to the Clerk by 23 May.

*Cllr Andrew Wilson left the meeting.*

#### **449 Friends of Wall Hey**

Cllr Rob Lawson had been attending meetings of the Friends of Wall Hey Chimney and provided an update on the group's progress. Although the Council had previously noted that the Wall Hey structure was outside the Parish, the group's wider objective was to help restore the mining heritage in Aspull and Haigh. Currently under discussion was the provision of information boards at relevant locations.

The group were holding meetings at the Balcarres Arms and the next meeting would be on Monday, 16 May. They were currently developing their administrative structure and setting up a bank account. It was still early days.

The group had met a stumbling block with regard to the ownership of the chimney. This was needed for the Friends to be able to proceed with the chimney's restoration, as the owner's permission to do this was essential.

#### **450 Haigh Windmill**

Some members of the Parish Council were involved in the restoration of the iconic Haigh Windmill (or Windpump) and the completion of the project was celebrated at St David's Parish Hall on 11 June 2011. The windmill is owned by Wigan Council, but some of the fundraising for the restoration was undertaken by the Friends of Haigh Windmill, who transferred the balance of their funds (approximately £218) to the Parish Council in 2009 when they became inactive for the first time. Major bids for grant funding were prepared and submitted by Wigan Council.

That same year the Parish Council agreed that its main role, once the windmill had been restored, would be to set aside funds each year that would go towards the cost of repairs to and maintenance of the windmill. It was also agreed that this funding would be made available to Wigan Council as and when the need arose.

It was initially agreed that the amount set aside annually should be £300, but, in view of the Council's small income, it soon became clear that this was somewhat ambitious and the amount set aside annually was reduced to a more modest £50. The fund currently stands at £950.

In December 2017 Wigan Council approached the Parish Council about the possibility of the funding being made available for a condition survey. The LA had received a quotation of £1,350 from a firm of architects, consultant engineers and quantity surveyors based in Bolton for such a survey. Additional services were to be extra. The senior officer who discussed this with the Council appreciated that at the time additional funds would have to be sourced elsewhere and was going to investigate The Deal as a possibility. Soon after that he moved on and the momentum was lost.

Members considered a proposal that the commissioning of a condition survey should be re-visited.

**Resolved:** The Clerk would contact Bradshaw Gass & Hope LLP and invite them to provide a revised quote for the condition survey. The Clerk would also seek to identify other companies that would be able to provide a similar service, particularly with respect to windmills or windpumps.

#### **451 Parish Newsletter**

The proposed contents of the newsletter were discussed and agreed. The costs of printing were also discussed. The Clerk was asked to seek quotes from printers based locally, which might lead to a saving on the cost of the courier. Distribution would be discussed nearer to the time.

#### **452 Budget Out-Turn to 31 March 2022**

The previously circulated budget out-turn for 2021/22 was received and discussed. It was reported that a few small savings had been made because of Covid restrictions.

Holding the Bubblefest in September 2021 had resulted in an increase in both expenditure and income. £3,890 of the income from the Bubblefest had been added to reserves - £200 to the 'Canal Towpath' reserve and the remainder to the General Reserve. This had resulted in the reserves being significantly increased by more than 100%.

Balances remaining in the active cost centres totalled £1,065 (including expenditure contingency).

**Resolved:** The Budget Out-Turn for 2021/22 was approved.

#### **453 Income / Expenditure Account, y/e 31 March 2022**

The Income/Expenditure Account for 2021/22 was received.

**Resolved:** The Income / Expenditure Account for the year ending 31 March 2022 was approved.

#### **454 Annual Governance Statement 2021/22**

The previously circulated Annual Governance Statement was considered.

**Resolved:** The Annual Governance Statement for 2021/22 was approved.

#### 455 Accounting Statements 2021/22

**Resolved:** The previously circulated Accounting Statements for 2021/22 were approved.

#### 456 Exemption from Annual Audit 2021/22

The Council's eligibility to certify itself as exempt from external audit was considered.

**Resolved:** As all criteria had been met, the Council certified its accounts for 2021/22 as being exempt from external audit.

#### 457 Insurance

The Parish Council's insurance was due for renewal on 1 June. A quote had been received from the Council's existing insurer. Two other quotes for the Council's current package had been sought and were awaited. As the current package did not include events cover, the Clerk had also asked all three providers for quotes for packages which included this.

The Clerk reported that one of the other providers had replied that they could not compete with the quote submitted by the current provider. As other quotes were still awaited, it was agreed that they would be circulated and consulted upon once they had been received. As the insurance had to be in place by 1 June 2022, a decision on the package and provider would be made following consultation and approved retrospectively at the meeting on 4 July.

#### 458 Accounts 2022/23

Income:

Precept = £3,478

Council Tax Support Grant = £1,032

**TOTAL = £4,510**

Expenditure:

No	PAYEE	NARRATIVE	NET	VAT	PAYMENT
1	Employee No.1	April & May salaries (net)	£338.68	N/A	£338.68
2	HMRC	Tax (April & May)	£ 84.60	N/A	£ 84.60
3	Employee No.1	Mileage	£ 5.20	N/A	£ 5.20
4	LALC/NALC	2022/23 subscriptions	£175.11	N/A	£175.11
<b>Total:</b>			<b>£603.59</b>	<b>N/A</b>	<b>£603.59</b>

**Resolved:** The above items were approved for payment.

Balance at bank on 1 April 2022 = **£13,344.08**

Unpresented on 31 March 2022:

Royal British Legion = £100.00

**TOTAL = £100.00**

Estimated balance at the bank after the above expenditure and unpresented item = **£12,640.49**

The Clerk reported that she had succeeded in making contact with Aspull RBL. They had confirmed that they still had the cheque for the £100 donation and had assured her that they would resolve the matter in the coming week.

**459 Clerk's Report**

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

The Council briefly discussed Wigan Council's ward boundary changes which were due to be published by the Boundary Commission the following day.

**460 Date of Next Meeting**

4 July 2022

The meeting closed at 8:59 pm

**Chairman**