

**Minutes of Meetings of Haigh Parish Council
Held Monday 24 October 2022
6:35pm St David's Parish Rooms**

Present: Councillors Robert Lawson (Chairman), Roberta Darbyshire, Paul Kenyon, Marie-Clare Kenyon, Anita Edwards-Hooson and Ian Parker
The Clerk to the Council: Mrs Krystyna Pilkington
Six members of the public

499 Apologies for Absence

Cllr Andrew Wilson
Dist Cllr Ron Conway

500 Declaration of Interests

None

Standing Orders were suspended.

501 Matters Introduced by Members of the Public

A Christmas Tree for Haigh

A resident had written to the Council in the hope that the community would be able to erect a Christmas tree in Haigh. The resident had spoken to Dist Cllrs Chris Ready and Ron Conway about this and they had agreed to provide a tree out of their budget, if permission could be obtained to plant one and if the Parish Council were willing to be involved in the project. The resident was present at the meeting and took part in the discussion about possible locations, initial and recurring costs and other matters involved in the process of providing a Christmas tree.

The Council took a favourable view of the suggestion about a Christmas tree for Haigh and agreed to look into it.

The Friends of St David's PTA

The Chair for the Friends of St David's PTA had written to the Parish Council about the group becoming more involved in the community. She was not available to attend this meeting, but was willing to attend a future meeting of the Council to discuss the way forward. It was agreed that, rather than wait for a formal meeting, Cllr Clare Kenyon would contact the resident to discuss ways in which the school's PTA could help.

Rothwell's Stud

A resident observed that he had understood that the plans for the property included the demolition of a relatively new building. He was advised that the planning application was on the agenda and would be discussed later during the meeting.

Standing Orders were re-instated.

502 Minutes of the Ordinary Meeting (5 September 2022)

Resolved: The Minutes of the Ordinary Meeting of the Council held on Monday, 5 September 2022 were agreed to be a true and correct record.

503 Matters Arising

Ideas for Annual Parish Meeting

Cllr Clare Kenyon reported that she had contacted AI & AI by email to ask them if they would be willing to give a presentation on their plans for Haigh Hall and was awaiting their reply.

Parish Newsletter

The newsletter had been updated and printed. The Clerk would circulate the distribution list during the coming week. Members were asked to indicate on it the areas in which they would be able to distribute newsletters. The Clerk would subsequently circulate batches of newsletters to members for distribution.

Standing orders were suspended.

504 Planning Applications

A/21/92629/MAJOR	Leyland Mills Leyland Mill Lane Wigan WN1 2SB	Residential development of 17 two and three storey detached dwellings with roof terraces, landscaping, parking and associated works together with new access from Wingates Road and new pedestrian access from Leyland Mill Lane following demolition of former mill buildings	<i>Representation objecting to the application submitted – Planning Committee date not yet available - decision awaited</i>
A/21/90931/FULL	Land North Of Pendlebury Lane Haigh WN2 1LT	To erect new stable block, associated horse exercise area, storage/sitting cabin and resurfacing of access road	Refused – <i>appeal submitted by applicant to planning inspectorate – LA's decision upheld</i>
A/22/94184/FULL	Rothwell's Stud Sennicar Lane Wigan WN1 2SN	Erection of four detached dwellings, following demolition of indoor riding arena, stables and store	<i>Objection submitted</i>

A/21/90931/FULL

It was reported that the applicant was now in the middle of a six week window in which the Planning Inspectorate's decision could be challenged in the High Court on the basis that the Inspectorate had erred in law when arriving at that decision. This window would close in two weeks' time.

A/22/94184/FULL

Forty-one objections had been received from residents as well as the one from the Parish Council. Now that the deadline for the neighbour consultation had passed it was hoped that the application would be determined by the Planning Committee.

Standing Orders were re-instated.

Resolved: The Council approved the representation objecting to the proposals in the planning application retrospectively.

Standing Orders were suspended.

505 Places for Everyone

It was reported that the Planning Inspectorate would begin holding hearings in connection with Greater Manchester's regional masterplan in November. The hearings on Places for Everyone would be live-streamed and would run through to March 2023. They would provide around 25 individuals and organisations with a chance to speak on the scheme. Among those scheduled to speak included Gladman Developments, the Home Builders Federation, Lichfields, Nexus Planning, the Pegasus Group and Stantec.

If the Plan passed this hurdle – and succeeded in being adopted by local councils – it would go on to inform development in Bolton, Bury, Manchester, Oldham, Rochdale, Salford, Tameside, Trafford and Wigan through to 2037. This included outlining how the region would meet housing targets and maintain a five-year land supply of housing sites.

Places for Everyone was viewed by its creators and supporters as an effective plan to

- build good, affordable, net-zero homes,
- support industrial innovation and good jobs,
- protect and enhance local green spaces,
- and generate inward investment into the city-region.

It would enable local authorities to continue delivering on their brownfield-first approach to development and meeting their housing targets with support from the government's Brownfield Housing Fund.

The Places for Everyone plans were a follow-up to the Greater Manchester Spatial Framework which was produced several years ago and reviewed by the Parish Council at the time. The submitted plans relating to Places for Everyone could be accessed online. In response to the proposals, Standish Voice had identified sites around Standish it wished to be protected and one of these was a site that stretched southwards from Red Rock Lane, taking in part of Fairclough Wood. This site was within the Parish boundaries.

During the discussion that followed it was suggested that the Plan should be checked to ensure that there were no greenbelt/greenfield sites in Haigh Parish (including the one highlighted by Standish Voice), that were to be nominated for development and, therefore, in need of protection. The Parish

Council would consider the proposals in the Plan and prepare any response for the meeting in December.

Cllrs Ian Parker and Paul Kenyon withdrew from the meeting.

To clarify the position with regard to which areas identified for development were in the Parish, the boundaries of the Parish were discussed.

Cllrs Ian Parker and Paul Kenyon re-joined the meeting.

Standing Orders were re-instated.

506 Community Engagement Strategy

The Community Engagement Strategy adopted in 2019 and last revised in 2020 was reviewed. Several changes were recommended. It was agreed that the re-drafted document should be re-submitted to the meeting in December for approval.

The creation of a website for the Parish Council and the development of the Facebook pages would be agenda items at a future Parish Council meeting.

507 Social Media Policy

The Social Media Policy adopted in 2020 was reviewed. It was agreed that references to the digital platform 'Vocal Eyes' should be inserted in a couple of locations. Other changes made were minor. The revised document would be re-submitted to the Council meeting in December for approval.

There was a brief discussion about the provision of dedicated parish council email addresses for councillors. This would be looked into.

508 Vocal Eyes

Over the past few weeks a series of Working Group meetings had taken place to discuss the way forward in relation to the Vocal Eyes project. The Working Group had recommended that the Parish Council should take the opportunity to join the Vocal Eyes pilot and take advantage of the offer, which included:

- Free training from Vocal Eyes
- Monthly group training of one hour plus one hour peer support
- A grant of £2,000 to test participatory budgeting in the partners' local neighbourhood.

To qualify for this the Parish Council would have to:

- Attend an introductory session and / or catch up via recorded films
- Attend training and / or catch up via recorded films
- Develop their page and be ready to launch it with some agreed local priorities by 31 March.

The Memorandum of Understanding between the Parish Council and Northern Heart and Soul CIC had been previously circulated. The offer and the timescales included in the Memorandum were discussed. The contract would end on 28 February 2023, after which a new contract, which would extend the

agreement for a further 12 months, could be signed. This contract would be with Vocal Eyes and would generate an additional grant of £500.

Resolved: The Council agreed to take part in the pilot with Northern Heart and Soul CiC and the launch of a participatory digital platform with Vocal Eyes.

Members had attended the introductory session. Cllr Clare Kenyon was undertaking training on behalf of the Parish Council. The Clerk would sign the Memorandum of Understanding on behalf of the Parish Council.

The next Working Group meeting would take place via Zoom on Tuesday, 1 November 2022 at 7pm.

509 Remembrance Sunday

It was reported that the wreath from the Parish Council was waiting to be collected from Aspull RBL Club and could be collected on the day before the parade began. The attached card would need to be completed before it began its journey to the War Memorial.

Cllr Anita Edwards-Hooson agreed to collect the wreath and complete the card before passing it on to the Duke of Edinburgh Award candidate, who had agreed to lay it on behalf of the Parish. Cllrs Edwards-Hooson and Darbyshire planned to attend the parade.

510 Bubblefest 2022

This very popular event should have taken place on Saturday, 10 September, but, because of the death of HM Queen Elizabeth II on 8 September, Wigan Council decided to cancel most events taking place in the Borough over the weekend. The decision to do this was taken on Friday, 9 September and the Chairman was informed at lunchtime that the Bubblefest was included amongst the events being cancelled. In view of this several actions had to be taken promptly and decisions of an urgent nature had to be made under delegated authority.

A Bubblefest Working Party meeting had taken place on Tuesday, 13 September. During the meeting the Chairman reported on the actions taken on 9 September and over the days that followed. Several decisions about the way forward were made during the meeting.

Resolved: The following decisions taken under delegated authority and by the Bubblefest Working Party since the Council meeting in July were approved retrospectively:

- (a) That tickets sales should be frozen at 2pm on Friday, 9 September and refunds should be made to all purchasers on Sunday, 11 September. All stallholders, entertainers and volunteers should be informed of the cancellation on Friday, 9 September.
- (b) That Bubblefest 22 should not be re-scheduled to take place on an alternative date in 2022.
- (c) That all stallholders should have their fees refunded.

- (d) That, as a gesture of goodwill, each bubble artist should be paid £100 in lieu of their fees.
- (e) That Cllr Bobbie Darbyshire would run the Crazy Golf on another date to raise additional funds.

Possible dates for running the Crazy Golf were discussed. A preference for a date during the Spring of 2023 was expressed.

After the Working Party meeting on Tuesday, 6 September purchases of 50m of fencing and 20 stakes (to use for the 'Have-a-Go' area) at a cost of £75.56 and 6 hi-viz vests (for use by volunteers) costing £20.74 were made. The total cost came to £96.30 (inc VAT).

Resolved: Members approved the above purchases retrospectively.

During the Working Party meeting on Tuesday, 13 September it was suggested that a strong letter of objection and dismay should be sent to Wigan Council about their decision to cancel the Bubblefest. This was discussed. Members decided that this should not go ahead.

511 Bubblefest 2023

Members considered several options in relation to the way forward with regard to the future of the Bubblefest.

Resolved: The Council agreed to hold a Bubblefest in 2023 on either a Saturday or a Sunday, preferably in late Spring or early Summer. If that was not possible, it would be held on a date in September.

The Clerk would seek to identify an exact date in May, June or September when both the walled gardens and the Bubble artists were available.

During the discussion some members expressed a wish to hold another event, such as an Annual Show, in the walled gardens on another occasion during 2023. This would need further discussion in the future.

512 Meeting with Wigan Council Officers

The next meeting with Wigan Council Officers was scheduled for Tuesday, 13 December at 4pm. Suggestions for items for the agenda were discussed.

Resolved: The following items were agreed for inclusion on the agenda:

- A Bridlepath for Haigh
- Footpath Issue
- Introduction of Bins at Specific Locations
- Update on Phase II Funding for Haigh Hall
- Update on Levelling Up Funding
- Places for Everyone
- Why Did Wigan Council Not Go Ahead with Community Infrastructure Levy?

Members who had made the above suggestions were asked to draft a short paragraph expanding on their suggested topic and forward it to the Clerk by Sunday, 30 October 2022.

513 Bench in Red Rock Lane

The Clerk reported that the insurance claim submitted for a replacement bench at Red Rock Lane and the costs associated with installing it on a concrete base had been approved and a payment of £791.81 had been transferred by BACS into the Council's account. An excess of £100 had been applied to the claim.

Details of the proposed bench and the costs of installation had been circulated previously and were considered.

Resolved: An order for the bench (costing £531.81) would be placed with Glasdon and Mr J Parker was awarded the contract to install the bench on a new concrete plinth at a cost of £360.

514 New Code of Conduct

Cllr Bobbie Darbyshire was a member of a Wigan Council Standards Committee Working Group looking into the adoption of a new Code of Conduct for Councillors. She had been asked by the Deputy Monitoring Officer to share a collection of documents relating to the current and new Code of Conduct with parish council members. The aim of the exercise was that parish council members should be given an opportunity to express their views on the status quo and any proposed changes.

The matter was discussed. Members agreed that it was too soon for the Parish Council to comment. The final version would come before the Parish Council again once Wigan Council had decided to adopt it. Members observed that the right time to comment would be once the draft version was available. Cllr Darbyshire agreed to share the Council's observations with the Working Group.

515 Councillors' Photos on Wigan Council Website

The Clerk reported that, to ensure legal compliance, Wigan Council had just updated Parish Councillors' details on their website. Democratic Services had asked whether they could also include photographs of Parish Councillors, but could not do this without their consent. The request was discussed. In general, members agreed that they did not wish their photographs to be published on Wigan Council's website.

In reply to questions from members the Clerk advised that it was a legal requirement that members' names, addresses and registers of interests should be published on the principal authority's website. Some members had concerns about the publication of their addresses.

The Clerk explained that, under current legislation, publication could only be withheld if there were sound reasons for it. The action had to be approved by the Monitoring Officer. However, there was a possibility of new legislation coming online that would alter the status quo. The Clerk would try to establish how this was progressing.

516 Councillor Training

It was reported that the Lancashire Association of Local Councils provided training for parish councillors in Lancashire, Merseyside and Greater Manchester. One of the courses they ran was aimed at new councillors and existing councillors in search of a refresher. The course was called 'A Whistlestop Tour for New Councillors & Clerks' and was run virtually for large numbers of councillors. For member councils the cost was £35 per person. Dates of sessions for 2023 were not yet available, but the Clerk would monitor the LALC website for updates.

Members discussed whether they might find the training helpful. Cllrs Clare Kenyon, Anita Edwards-Hooson, Paul Kenyon and Ian Parker expressed an interest. The Clerk would contact Cllr Andrew Wilson to establish whether he would be interested.

517 Standing Orders

The Standing Orders were reviewed. Several amendments were proposed.

Resolved: The proposed changes to the Standing Orders were approved.

518 Financial Regulations

The Financial Regulations were reviewed. Several amendments were proposed.

Resolved: The proposed changes to the Financial Regulations were approved.

519 Financial Risk Assessment

The Financial Risk Assessment was reviewed. It was observed that the risks associated with

(a) the new card reader and

(b) internet banking

and their mitigations needed to be included.

Resolved: The Financial Risk Assessment was approved, subject to the inclusion of the above risks and mitigations.

520 Accounts 2022/23

Income:

Sumup card reader tests	=	£5.88
Bubblefest stall fees x 6	=	£350.00
Insurance claim	=	£791.81
TOTAL	=	£1,147.69

Expenditure:

No	PAYEE	NARRATIVE	NET	VAT	PAYMENT
20	Councillor No.6	Bubble wands	£ 18.75	£ 3.75	£ 22.50
21-23	Bubble artists x 3	Partial fees	£300.00	N/A	£300.00
24-35	Stallholders x 13	Stall fee refunds	£525.00	N/A	£525.00
36	Employee No.1	Sumup tests refunds	£ 6.00	N/A	£ 6.00
37	Employee No.1	Salary (Sept & Oct)	£338.68	N/A	£338.68
38	HMRC	Tax (Sept & Oct)	£ 84.60	N/A	£ 84.60
39	Employee No.1	Mileage	£ 10.40	N/A	£ 10.40
40	Wigan NE PCC	Room rent (October)	£ 20.00	N/A	£ 20.00
41	Aspull RBL	Donation for wreath	£100.00	N/A	£100.00
42	Digital Impr Ltd	Newsletter printing	£ 59.13	N/A	£ 59.13
43	Councillor No.1	Bubble wds, wrist bds	£487.93	£97.61	£585.54
44	Wigan Council	Small lotteries fee	£ 20.00	N/A	£ 20.00
45	Councillor No.1	Fencing and hi-viz vests	£ 80.25	£16.05	£ 96.30
Total:			£2050.74	£117.41	£2168.15

Resolved: The above items were approved for payment.

Balance at bank on 14 September 2022 (after September expenditure and receipt of Bubblefest stall fees of £350) = **£11,839.03**

Estimated balance at bank after receipt of the balance of the above income and above expenditure = **£10,468.57**

521 Clerk's Report

The Clerk's Report (*see Appendix A*) was received and discussed.

522 Dates of Meetings 2023

The proposed dates for meetings in 2023 had been arranged to follow a similar pattern to those for 2022. Care had been taken to ensure that meetings did not take place on the 2nd and 3rd Mondays of the month.

Possible alternative dates and venues for the Annual Parish Meeting, which had, by law, to be held between 1 March and 1 June (inclusive), were discussed. Traditionally, this had preceded the Annual Meeting of the Council.

Resolved: The proposed dates for Council meetings in 2023 were approved. An alternative date and venue for the Annual Parish Meeting would be explored.

523 Date of Next Meeting

5 December 2022 via MS Teams

Cllr Rob Lawson announced that he would be standing down as a Parish Councillor with effect from the end of the meeting in December 2022.

The meeting closed at 9:40 pm
Chairman