

**Minutes of a Meeting of Haigh Parish Council  
Held Monday 1 July 2019  
6:30pm St David's Parish Rooms**

**Present:** Councillors R Lawson (Chairman), R Darbyshire, C Hatherall, I Parker and the Clerk, Mrs K Pilkington.  
Fifteen members of the public.

The Chairman opened the meeting and welcomed all those present.

**29 Apologies for Absence**

None.

**30 Declaration of Interests**

None.

*Standing Orders were suspended.*

**31 Matters Introduced by Members of the Public**

**A/19/86710/RET: Toddington Farm Planning Application**

A group of residents raised concerns about the impact of the activities of this business on their quality of life. This was discussed. *See Appendix A.*

*Cllr I Parker joined the meeting during the discussion.*

The Council agreed to send a representation to the Planning Department and advised the residents to send individual representations themselves.

*Standing Orders were re-instated.*

**32 Minutes of the Annual Parish Meeting (13 May 2019)**

The draft Minutes of the Annual Parish Meeting were received.

**33 Minutes of the Annual & Ordinary Meetings of the Council (13 May 2019)**

**Resolved:** The Minutes of the Annual & Ordinary Meetings of the Council held on Monday, 1 July 2019 were agreed to be a true and correct record.

**34 Matters Arising**

**Sleeping Policemen for Hall Lane**

The Chairman had undertaken to prepare a letter to the LA to raise the issues in relation to speeding along Hall Lane and reported that this was still a work in progress.

### 35 Permission to Receive the Summons & Other Documents by Email

Members completed and returned the previously circulated permissions forms.

### 36 Planning Applications

Members briefly discussed the first of the planning applications for developments in the Parish listed on the agenda. The other application on the list had been discussed extensively earlier in the meeting under Item 31.

A/19/87248/HH	Bridgeside Barn, Red Rock Lane, Haigh	To extend dwellinghouse – single storey fully glazed link extension between house & barn	Noted
A/19/86710/RET	Toddington Farm, Toddington Lane, Haigh	Change of Use of land to commercial wood storage and wood chipping	An objection would be made to this application.

### 37 Neighbourhood Planning

The Council discussed the possible outcomes they would like for the area stemming from a Neighbourhood Plan and the time it would take for its preparation and adoption. The desirable outcomes included:

- Protection of green lungs and wildlife corridors;
- Improvement of footpaths, canal towpaths, cycle tracks and parking facilities;
- Protection of Rights of Way;
- Improved transport infrastructure, particularly for events;
- Access to Haigh Hall and Haigh Woodland Park;
- Disabled access to Haigh Hall.

Access to Haigh Hall and its immediate surroundings for residents was currently a contentious issue. The Council discussed the degree of feeling in the wider community in relation to this matter.

It was known that Wigan Council would support the process of establishing a Neighbourhood Plan, but the availability of other resources would need to be established.

**Resolved:** The Planning Department at the LA would be contacted with a view to setting up an initial meeting.

### 38 Crazy Golf Day

The Friends of Haigh Woodland Park had agreed that the Parish Council could have a fundraising event on the Crazy Golf course on a Saturday during the school Summer holidays. Possible dates were discussed. The most convenient dates for members were Saturdays, 20 July and 10 August – in that order of preference.

Other forms of fundraising were discussed. In order to run some of them the Parish Council would have to apply for registration under the Gambling Act 2005. The Clerk would look into this.

### 39 Social Evening

Cllr Hatherall reported that he had established that Saturday, 14 September was the best date available for a event at 'Two Left Feet' - a bar in The Courtyard at Haigh Stables that was willing to host a social evening for the Parish Council. As the bar had no other bookings for that evening, it was agreed that he should confirm the booking. The event would start at 6pm.

The purpose of the social evening was to raise the profile of the Parish Council. It would be advertised in the following ways:

- via posters on the notice board and at other strategic locations;
- by taking up an offer made by Keith Bergman of Inspiring Healthy Lifestyles to deliver mailshots on behalf the Council to properties on the Haigh Hall estate;
- flyers could be distributed to customers visiting the Stables Courtyard on 'Foodie Friday';
- flyers could be distributed through other contacts.

**Resolved:** A budget of £50 was set aside for advertising.

Cllr Hatherall was delegated to secure a quote for the production of flyers.

A raffle would be held on the evening to raise funds to cover the costs of the event. Members would approach local businesses for donations of prizes.

### 40 Canal Towpath

Cllr Hatherall provided an update on progress with the canal towpath improvement project. He had tried to contact the group that had adopted the stretch of canal running from Bridge 63 to New Springs, but to date had not received a response. The next steps were discussed.

**Resolved:** A letter of concern would be sent to the Canal & River Trust.

### 41 Casual Vacancy

The Clerk reported that two applications had been received in relation to the three casual vacancies. The way forward was discussed.

**Resolved:** The Clerk would contact the two applicants and invite them for interview with a panel of at least three members of the Council. The panel was delegated to make a decision, which would be ratified by the Council in September, when the new co-opted councillors would make their declarations of acceptance of office.

**Resolved:** Outstanding vacancies would be re-advertised after the interviews. The deadline for the receipt of applications would be 31 August 2019.

### 42 Councillor Training

Wigan Council's Democratic Services Department had offered to provide induction training for parish councillors free of charge. It would be at Wigan Town Hall on a Monday evening in September (other than the 9<sup>th</sup>) and would

begin at approximately 6pm. The newest members expressed an interest in attending. Both would be available on 16, 23 and 30 September.

The Clerk advised that Shevington Parish Council would be hosting a course for new councillors delivered at Shevington Library by LALC. Haigh parish councillors would be invited to this, but a date had not yet been agreed with LALC.

#### 43 Internal Audit & Action Plan

The internal audit reports for the 2018/19 financial year and the Action Plan were received and discussed.

**Resolved:** The internal audit reports for the 2018/19 financial year and the Action Plan were accepted and approved.

In line with the recommendations of the Internal Auditor:

- The Standing Orders and Financial Regulations would be updated in September to incorporate references to the Public Contracts Regulations 2015.
- Reference to GDPR would in future be included in the Council's Risk Assessment.
- The Council's Privacy Policy would be published on the website with immediate effect.
- The outstanding balance owed to HMRC for 2018/19 would be settled immediately.

Members were of the view that the recommendations of the Internal Auditor could be carried out within the time-frame identified in the Action Plan.

#### 44 Accounts 2019/20

**Income = £nil**

**Expenditure**

No	PAYEE	NARRATIVE	NET	VAT	PAYMENT
7	Employee No.1	Salary (June) (net)	£161.88	N/A	£161.88
8	Employee No.1	Mileage	£ 5.20	N/A	£ 5.20
9	HMRC	Tax (inc arrears of £43.20 for 2018/19)	£ 83.20	N/A	£ 83.20
10	St David's Haigh & Aspull PCC	Room rent (July)	£ 20.00	N/A	£ 20.00
<b>Total:</b>			<b>£270.28</b>	<b>N/A</b>	<b>£270.28</b>

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

Balance at bank on 31 May 2019 = **£6,732.57**

The following prior payment had not been presented as at 31 May 2019:

St David' Haigh & Aspull PCC = £ 20.00  
 HMRC = £ 80.80  
**TOTAL = £100.80**

Estimated Balance at bank after the above expenditure (including the above prior unrepresented payment) = **£6,361.49**

**45 Quarterly Budget Monitoring**

The previously circulated document was reviewed. All cost centres were on line.

**46 Clerk's Report**

The Clerk's report was received and discussed. *See Appendix B.*

**47 LALC Newsletter**

The June edition of LALC's newsletter was received. Its contents were noted. The article about the 75<sup>th</sup> Anniversary of VE Day in 2020 was of particular interest. Information about the LA's plans for celebrating the occasion would need to be sought.

**48 Any Other Business**

**Social Evening**

It was agreed that the arrangements for the social evening would be discussed on the date of the interviews for the casual vacancies.

*Standing Orders were suspended.*

**Smoke Pollution**

It was reported by one of the members of the public present that a local haulage contractor based in Meadow Pit Lane was responsible for smoke pollution in the area on a daily basis. The degree of pollution was, in the view of the residents, at an unacceptable level. The resident was advised to report it to the Pollution Hotline on 0800 807060. This would be logged by the hotline personnel. If there were several reports to the Hotline, the pollution levels would be checked and things would be taken further, if appropriate.

**Haigh Show**

In reply to a question from a resident about the fate of High Show, members informed the public the land on which it had been held had become water-logged and unsuitable for use for the event. The Committee responsible for the Show were seeking a new venue.

*Standing Orders were re-instated.*

**49 Date of Next Meeting**

Monday 9 September 2019 at 6:30pm.

The meeting closed at 8:35 pm

**Chairman**