

**Minutes of a Meeting of Haigh Parish Council
Held Monday 7 September 2020
6:30pm Virtual Meeting**

Present: Councillors R Lawson (Chairman), R Darbyshire, C Hatherall, A Goodman, C Higham and the Clerk, Mrs K Pilkington.
No members of the public.

197 Apologies for Absence

Cllr P Kenyon

198 Declaration of Interests

None.

199 Matters Introduced by Members of the Public

None

200 Minutes of the Meeting (6 July 2020)

Resolved: The Minutes of the Meeting of the Council held on Monday, 6 July 2020 were agreed as a true and correct record.

201 Matters Arising

Speeding Issues

Cllr Higham reported that he had written to Wigan Council's Highways Department to bring the concerns raised by a couple of residents about the speed of traffic along the road from Riley Lane to Fingerpost junction. As to date he had not received a reply, he would write again.

There had been one serious incident at the end of July, when one vehicle had come off the road and several emergency vehicles had had to attend. At present the volume of traffic was not as high as it had been before lockdown. In Cllr Higham's view there was no point in carrying out a traffic survey until traffic volumes had returned to normal. He would raise the speeding issues with the LA officers at the meeting with them on 24 November.

It was observed that the volume of traffic along this stretch of road had increased since the new build in Standish.

Equestrian Anti-Social Behaviour

Cllr C Hatherall had spoken to some members of the equestrian community about the anti-social behaviour reported in Haigh Woodland Park. They were aware that they could not ride through the Woodland Park and thought that the perpetrators were all outsiders. Some of them were interested in engaging with the Council over future plans, particularly over the suggestion that a bridleway should be introduced in the Park.

It was observed that planning permission had been approved for two new stable blocks on Hall Lane. Members wondered where the owners were

going to exercise their horses. There was also concern about riding on the canal towpaths and footpaths.

Reports of Anti-Social Behaviour in Hall Lane

The outcome of any discussion between a PCSO and Cllr P Kenyon was unknown (see Appendix A). The Chairman had spoken to the residents of the Lodge at the end of Hall Lane and had established that they had not observed any drug dealing in the area or an increase in anti-social behaviour since the beginning of lockdown. Residents at the other end of Hall Lane had reported large gatherings in the woodland near to the Alms Houses which breached Covid-19 restrictions and generated a large volume of alcohol-related litter.

Public Right of Way Through Haigh Hall

The Chairman reported that he had tried to contact the leader of the group in discussion with the LA over the recognition of a PROW through Haigh Woodland Park to establish whether the Parish Council could join the discussion, but had so far not had a reply. It had emerged that discussions had been suspended when lockdown had started.

Haigh Hall Usage

A member reported that he intended to raise this issue with the LA during the meeting with the LA's senior officers on 24 November.

202 Planning Applications

Members discussed the previously circulated list of planning applications for developments in the Parish.

A/20/88955/FULL	Land To South Of Hall Lane Wigan	Construction of equestrian ménage with the erection of 5 stables, hay barn, and tack room, as well as associated hardstanding.	<i>Representation submitted – approved with conditions</i>
A/20/89668/FULL	Workshop And Premises Culraven, Haigh Road, Haigh	Part demolition of existing adjoined warehouse building, two storey extension to the side. Single storey extension to the front, to provide link to adjacent workshop building. External alterations to front elevation. Re-cladding and new openings to the rear elevation. Re-surfacing of courtyard following demolition and the creation of a covered refuse and electricity station and parking spaces.	<i>Noted</i>

Members noted that one of the conditions relating to the planning permission given in connection with A/20/88955/FULL was that the menage could not be used for business purposes.

Redevelopment of Leyland Mill

Greenwood James of Bolton were currently advertising the potential availability of office/commercial units following a planned re-development of the Valley Gate and Leyland Mills site, which they said would create '*an enviable location in which to base your business*'. A variety of office/units would be coming available as the re-developments took place over the coming months. Potential clients were invited to get in touch to discuss their requirements. So far an application had not appeared on the LA's Planning Applications website. Members were of the view that the company were using the advert to try to gauge interest in the site. The situation would be monitored.

203 Changes to the Current Planning System

NALC had drawn parish and town councils' attention to this consultation on the current Planning system. A briefing from NALC and the consultation document had been circulated. NALC proposed to respond to the consultation on behalf of the sector and had invited local councils to forward their responses to them by 17 September.

The consultation was discussed. It was agreed that it was geared towards larger councils that dealt with planning applications in detail and, therefore, no responses would be prepared and submitted.

204 Planning for the Future

The Planning for the Future consultation proposed reforms of the planning system to streamline and modernise the planning process, bring a new focus to design and sustainability, improve the system of developer contributions to infrastructure, and ensure more land was available for development where it was needed.

NALC had drawn parish and town councils' attention to the consultation. A briefing from NALC and the consultation document had been circulated. NALC proposed to respond to the consultation on behalf of the sector and were inviting local councils to forward their responses to them by 15 October.

The Consultation was discussed briefly and it was agreed that responses would be prepared and submitted to NALC.

Resolved: The Chairman would draft responses and circulate them to members, who were invited to send their comments directly to him.

205 Call for Evidence on Contractual Controls

This consultation on the government's proposals to improve the transparency of contractual mechanisms, such as land options / use, to exercise control over land sought views on proposals to require additional data from the beneficiaries of certain types of interests in land.

NALC had drawn parish and town councils' attention to the consultation. A briefing from NALC and the consultation document had been previously circulated. NALC proposed to respond to the consultation on behalf of the sector and had invited local councils to forward their responses to them by 16 October.

The invitation was discussed and it was agreed that, as the Parish Council had nothing to add, no response would be submitted.

206 Social Media Policy

The previously circulated proposed Social Media Policy was discussed.

Resolved: The Social Media Policy was adopted.

The nature of the content of the Facebook page and what members would like to see being circulated were discussed. Members also discussed their roles in relation to the Facebook page and the use of other social media platforms by the Council.

Resolved:

- The Chairman would extend the Community Engagement Strategy to include a Social Media Plan and would circulate it to members for comment.
- The Chairman would act as the moderator of the Facebook page.
- All members would be granted access to the Facebook page in other roles and would be encouraged to add regular posts about the work of the Council.

Cllr C Hatherall agreed to prepare and publish one post per week.

207 Website

The Parish Council was required by law to publish certain documents online – either on its own website or on that of its principal authority, if it did not have one of its own. At present the Parish Council did the latter. The merits and financial implications of setting up and running the Council's own website were discussed.

Resolved: It was agreed that the Council would in the first instance concentrate on developing the Facebook page and continue to use Wigan Council's website for statutory purposes.

208 Parish Newsletter

The latest draft of the Newsletter was received and its content, the printing format and methods of publication and distribution were discussed.

Resolved: The Council agreed that

- The Chairman would prepare an article about the work of the Council.
- Cllr A Goodman would prepare an item about the Council's Facebook page.
- Cllr C Hatherall would investigate the cost of printing approximately 333 copies and, if it was less than £50, would place the order.

- Approximately 333 copies of the newsletter would be printed – possibly in monochrome – and issued in September.
- The printed copies would be delivered to each house in the Parish by councillors.
- The colour version would be published on Facebook.

209 ID Badges

Proposals for ID badges were discussed.

Resolved: The format of the ID badges was approved.

Members who wished to be provided with an ID badge would be asked to send suitable photographs of themselves to the Clerk.

210 Virtual Meeting Etiquette & Amendment to Standing Orders

The 2020 Coronavirus Regulations had enabled local councils to hold formal meetings virtually. A Virtual Meeting Etiquette adapted from one provided by Wigan Council for its members was considered.

Resolved: The Virtual Meeting Etiquette was adopted.

A previously circulated extract from the Council's Standing Orders containing amendments relating to the temporary procedural changes brought in by some of the 2020 Coronavirus regulations was considered.

Resolved: The changes to the Standing Orders were approved.

211 Review of Financial Regulations

The Financial Regulations had been circulated for members' information. Members were invited to familiarise themselves with the document, which was only due for review in 2023. However, once arrangements for access to internet banking had been completed, references to this would need to be included in the document.

212 Review of Financial Risk Assessment

The Financial Risk Assessment was received and reviewed.

Resolved: The Financial Risk Assessment 2020/21 was approved.

213 Accounts 2020/21

Income: £nil

Expenditure

No	PAYEE	NARRATIVE	NET	VAT	PAYMENT
8	Employee No.1	Salary (July & Aug) (net)	£323.56	N/A	£323.56
9	HMRC	Tax (July & August)	£ 81.00	N/A	£ 81.00
10	LALC/NALC	Annual subscription	£186.53	N/A	£186.53
Total:			£591.09	N/A	£591.09

Resolved: The above items were approved for payment.

Balance at bank on 31 July 2020 = **£6,718.99**

The following prior payments had not been presented as at 31 July 2020:

LALC/NALC (annual subscription)	=	£186.53
HMRC	=	£ 40.40
Heelis & Lodge	=	£ 50.00
TOTAL	=	£276.93

It was reported that the LALC office had not received the cheque that had been issued in April. It was, therefore, assumed that it had been lost in the post. Hence the cheque was cancelled with the bank and a new one was issued.

(Hence, net unrepresented prior payments = **£90.40**)

Estimated Balance at bank after the above expenditure and unrepresented prior payments = **£6,442.06**

214 Quarterly Budget Monitoring 2020/21

The monitoring document was reviewed and accepted. All cost centres were currently on line.

215 Clerk's Report

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

Possible events for 2021 were discussed. The Clerk was asked to contact Mr Keith Bergman of IHL to ask him if it would be possible to hold a Bubblefest on a date in September 2021. It could be a ticketed event in the walled garden.

The Council also discussed holding a Fete at Haigh Woodland Park as a separate event – perhaps in May. It also discussed whether concerts similar to the planned VE Day event could be held when Covid-19 restrictions were relaxed. Plans would be reviewed at the October Council meeting. Making arrangements to hold Dragon Boat races on the canal next year was considered too risky financially and practically due to Covid-19 so deferring this to 2022 seemed to be appropriate. This position would be reviewed in the Spring.

216 Date of Next Meeting

Monday 19 October 2020 at 6:30pm. The meeting would take place virtually.

CONFIDENTIAL ITEM

Resolved: That, in view of the confidential nature of the business about to be transacted, it was advisable in the public interest that the press and public be excluded and they were instructed to withdraw.

There were no members of the public present to withdraw from the meeting.

217 Clerk's Pay Review

The Clerk withdrew from the meeting.

The NJC's recent national agreement to implement a pay award for local government staff was discussed.

Resolved: The NJC's national agreement, as it applied to the Clerk's salary with effect from 1 April 2020, was approved. The increase would be back-dated as appropriate.

The Clerk re-joined the meeting.

The meeting closed at 8:05 pm

Chairman