

**Minutes of a Meeting of Haigh Parish Council
Held Monday 18 March 2019
6:30pm St David's Parish Rooms**

Present: Councillors R Lawson (Chairman), R Howarth, A Thomson, G Fairhurst and the Clerk, Mrs K Pilkington.

Two members of the public were present.

Mr D Kearsley, Strategic Planning Team Leader at Wigan Council, was present for Items 348 to 351.

348 Apologies for Absence

CLrs G France and C Hatherall

349 Declaration of Interests

None

Standing Orders were suspended.

Item 351 was taken before Item 350.

350 Neighbourhood Planning

The Chairman introduced Mr David Kearsley of Wigan Council, who gave a presentation on Neighbourhood Planning. The presentation included an explanation of what a Neighbourhood Plan was, how it could provide benefits to a community, the stages involved in the preparation of a Plan and the cost implications. *See Appendix A.*

Neighbourhood Planning would be an agenda item at a future meeting.

Mr Kearsley was thanked for his presentation and left the meeting.

351 Matters Introduced by Members of the Public

A resident had written to the Council about two issues which he wished to bring to their attention:

- The increasing number of road accidents along the B5239 and
- The volume of litter discarded from vehicles along the same stretch of road.

The resident, who was present at the meeting, introduced the two matters, which were discussed. *See Appendix B.*

The Council agreed that a letter would be sent to Network Management about the first issue and that they would explore possibilities in relation to the second issue.

Standing Orders were re-instated.

352 Minutes of the Meeting (21 January 2019)

Resolved: The Minutes of the meeting of the Council held on Monday, 21 January 2019 were agreed to be a true and correct record.

353 Matters Arising

Public Access to Haigh Hall

It was reported that a pressure group had been set up to fight for the public's right of access to the grounds of Haigh Hall. This was discussed briefly. The Clerk informed the Council that members of the pressure group had misunderstood elements of a published report about Mr K Bergman's presentation to the Parish Council in December and had mis-quoted him on social media. She had apologised to Mr Bergman and would alter this part of the report in such a way that it could not be as easily mis-construed.

354 Planning Applications

A/18/85373/FULL	Leyland Mill Farm, Hall Lane, Wigan	Pending consideration (<i>representation sent in September 2018</i>)
A/18/86049/FULL	Grazing land to the north east of the Alms Houses, Hall Lane, Wigan	Pending consideration (<i>representation sent in November 2018</i>)
A/19/86735/FULL	2 Sennicar Lane, Haigh, Wigan	Conversion of existing detached garage into self-contained living accomodation (<i>Noted</i>)
A/19/86729/FULL	Agricultural land of Higher Lane, Aspull	To erect new stable building and menage (<i>Noted</i>)
A/19/86606/HH	Woodside, Copperas Lane, Haigh, Wigan	To extend dwellinghouse two storey to side and rear with front projection and single storey to side – including large swimming pool and gym (<i>This application would be re-visited at the Council meeting in May.</i>)
A/19/86545/HH	Knowl Top, Red Rock Lane, Haigh, Wigan	To extend dwellinghouse porch to side – approved with conditions. (<i>Noted</i>)
A/19/86547/HH	4 Woodlands Park Close, Wigan	To extend dwellinghouse single storey to rear – approved with conditions (<i>Noted</i>)

355 Canal Towpath Upgrade

Cllr C Hatherall had sent a report on his progress with the canal towpath upgrade. He had met with the Canal and River Trust representative in

February. The good news was that the stretch of towpath that ran through the Haigh estate/country park had already been adopted by a group of volunteers from a Bolton based business, which he had been led to believe was Barclays Bank. He had been asked to be put in contact with the member of staff from the C&RT who was coordinating the activities with the volunteering organisation. Possibly due to some internal reorganisation, that representative had yet to be identified and connected with Cllr Hatherall. He would update the Council as soon as he knew more. Upgrading the footpath would provide a great opportunity for the Council to promote a potential volunteering opportunity to the residents and visitors to Haigh that Cllr Hatherall assumed had already been planned and scheduled – the Council just needed to find out when.

Cllr Hatherall's report was noted.

356 Fundraising: Crazy Golf

Some time ago the Parish Council had been told that the Crazy Golf course at Haigh Woodland Park could be made available to volunteer groups for the purposes of fundraising for their causes. Information about how to arrange such a fundraising day has been sought and was awaited. The possibilities were discussed.

357 Parish Council Elections 2019

The election would be called on Friday, 22 March. Purdah would begin on the same day and end at the end of election day. During Purdah the Parish Council was not allowed to publicise any new initiatives.

Election notices would be going up on the notice boards and on Wigan Council's website at the appropriate times. Nominations for those wishing to stand for election had to be handed in to the Elections Officer at the Town Hall in Wigan by 4pm on Wednesday, 3 April. The candidates would be announced after 4pm on 3 April.

Cllr Dr R Howarth had notified the Clerk of his intention not to stand for election by letter. Cllrs A Thomson and G Fairhurst informed the meeting that they would not be standing for election. Cllr Thomson reported that Cllr G France had asked her to relay a message that she too would not be standing for election.

The Chairman thanked all members who were retiring for all their hard work over the years.

358 Local Government Standards

The Committee for Standards in Public Life published its report and recommendations on 30 January following a nationwide stakeholder consultation exercise. The consultation responses sent on behalf of Wigan Council and a summary report, prepared by the Deputy Monitoring Officer for the LA's Audit, Standards & Governance Committee on the Committee's findings and recommendations had been previously circulated to the Council. From the Parish Council's point of view the main headlines were:

- the recommendations regarding complaints about behaviour towards Parish Clerks;

- an increased role for parish council members on the Audit, Standards and Governance Committee;
 - increased sanctions for members found to have transgressed;
 - no requirement for members to disclose their addresses.
- The above elements of the report were discussed and noted.

359 GDPR: Retention of Records & Reporting Breaches

The following documents had been previously circulated and were considered:

- Retention and Disposal Policy
- Retention of Records Schedule
- Data Security Breach Reporting Form

Resolved: The above Policy and documents were adopted.

360 Asset Register 2018/19

The previously circulated Asset Register was reviewed. There were no changes to be included.

Resolved: The Asset Register 2018/19 was approved.

361 Financial Risk Assessment 2018/19

The Parish Council reviewed the Financial Risk Assessment. No changes were made.

Resolved: The Financial Risk Assessment 2018/19 was approved.

362 H&S Risk Assessments

The risk assessments were reviewed. Alterations were only made to the risk assessment relating to meetings. Since the last meeting in St David's Parish Rooms the set of stairs descending into the room from the entrance door had been replaced by a sloping walkway. There was now a lip at the entrance door which presented a trip hazard. These observations were incorporated in the relevant document.

Resolved: The H&S Risk Assessments were approved.

363 Bank Signatories

The Clerk advised that after the elections new signatories might need to be appointed for the bank account. The time it might take the bank to action this matter could impact on the smooth running of the Parish Council's affairs. This was discussed.

Resolved: The Council agreed that, following the election, existing bank signatories would remain in place until new signatories had been appointed and any changes had been actioned by the bank.

364 Accounts 2018/19

Income = £nil

Expenditure:

The Clerk reported that she had recently received a reminder from the Campaign for the Protection of the Rural Environment that the Council's annual membership donation was due. The Council considered the position.

Resolved: The annual membership donation of £40 to the CPRE was approved.

No	PAYEE	NARRATIVE	NET	VAT	PAYMENT
27	Employee No.1	Salary (Sept, Oct, Nov)	£312.66	N/A	£312.66
28	K Pilkington	Mileage	£ 5.20	N/A	£ 5.20
29	HMRC	Tax	£ 78.20	N/A	£ 78.20
30	CPRE	Membership donation	£ 40.00	N/A	£ 40.00
Total:			£436.06	N/A	£436.06

Resolved: The above items were approved for payment.

Balance at bank on 1 February 2019 = **£5,020.09**

The following prior payment had not been presented by 1 February 2019:

St David's Haigh & Aspull PCC = £20.00
Total = £20.00

Estimated Balance at bank after the above prior payments and the above expenditure = **£4,564.03**

365 Budget Monitoring 2018/19

The Clerk reported that the figures had been updated to include budgetary expenditure up to the end of March 2019 and a previously approved virement. All cost centres were on line.

366 Clerk's Report

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

367 Any Other Business

There were no items of any other business.

368 Dates of Next Meetings

Monday, 13 May (Annual Parish Meeting at 6:30pm, followed by the Annual and Ordinary Meetings of the Council)

The meeting closed at 8:29 pm