

**Minutes of a Meeting of Haigh Parish Council
Held Monday 21 January 2019
6:50pm Side Room at the Balcarres Arms**

As St David's Parish Rooms could not be accessed by 6:35pm on 21 January and it was necessary to approve the Budget and Precept for 2019 before the end of the month, the Council meeting was transferred to the premises next door. There were no other suitable locations available on a 'no notice' basis.

Present: Councillors R Lawson (Chairman), G France, R Howarth, C Hatherall, A Thomson, G Fairhurst and the Clerk, Mrs K Pilkington.
No members of the public were present.

331 Apologies for Absence

Cllr R Darbyshire

332 Declaration of Interests

The Clerk w.r.t. Item 347 (*personal & prejudicial*).

333 Matters Introduced by Members of the Public

There were no matters introduced by members of the public.

334 Minutes of the Meeting (3 December 2018)

Amendments: Minute Nos. 309 and 310 were amended to read 323 and 324 respectively.

Resolved: Subject to the above amendments, the Minutes of the meeting of the Council held on Monday, 3 December 2018 were agreed to be a true and correct record.

335 Matters Arising

Mr Bergman's Report

In his report Mr Bergman had spoken about the position of yellow lining along Copperas Lane. A member reported that several discussions had been held about the positioning of yellow lines in the vicinity of Copperas Cottages. Two out of three of the owners of the cottages would like to have yellow lines in front of their properties. If this scenario were introduced, the owners would need to have permits to park there and were, for the most part, willing to comply, as their principal aim was to prevent others from parking in front of their homes when the spaces were empty. The dialogue between the LA and the residents of the cottages would continue.

Missing Lamp Post Poppies

A member reported that he might have identified the locations of the two 'missing' lamp post poppies. He thought he had spotted them in School Lane and would provide the Clerk with their precise locations.

Public Access to Haigh Hall

It was reported that an article had appeared in the local press about the right of the general public to be able to access Haigh Hall via the main gates to the hotel, even if they were not visiting the hotel. It was observed that the public should have the access rights specified by Lord Crawford when he assigned the Hall and the estate to the residents of Wigan, but this was not the case. There was an alternative access route, but this had a surface that was not suitable for use by people in wheelchairs or pushing buggies. The Clerk was asked to raise the issues faced by residents when using the alternative access route with Mr Bergman.

336 Planning Applications

A/18/85373/FULL	Leyland Mill Farm, Hall Lane, Wigan	Still pending consideration	Representation made in Sept 2018 - Noted
A/18/86049/FULL	Grazing land to the NE of the Alms Houses, Hall Lane, Wigan	Still pending consideration	Representation made in Nov 2018 - Noted

337 Greater Manchester Spatial Framework Consultation

The consultation on the revised draft of the GM Spatial Framework had begun on Monday, 14 January. Responses were invited by 18 March. Many changes had been made to the original document. The Chairman had read those sections of the document that related to Haigh Parish and reported that the large area of the Parish that had been set aside for possible development in the previous draft had been withdrawn. He observed that there did not appear to be any controversial proposals in relation to Haigh Parish.

Members were encouraged to access the consultation online and forward their own responses, if they wished.

It was reported that recently several sizeable land purchases in the Parish had triggered speculation amongst residents about the plans of their new owners. This was discussed.

338 Haigh Windmill

The Clerk had made enquiries to try to identify who at Wigan Council had overall responsibility for the maintenance of Haigh Windmill. The enquiries had established that the LA's Strategic Manager (Buildings and Facilities Management) would be organising a visual inspection (survey) of the windmill which would set out the work that needed to be done over the next few years and provide indicative costs. Once the results had been received the LA would consider the next steps in terms of ongoing maintenance and any match funding opportunities. They would contact the Parish Council for further discussion when the survey results were available.

The Clerk reported that so far she had not received a reply to her enquiry about the possibility of engineering staff at Trencherfield Mill testing the mechanism to establish whether it still functioned.

339 Canal & River Trust

Cllr C Hatherall had been in contact with the Canal & River Trust and had investigated the possibilities in relation to trying to improve the canal towpaths in the Parish. He reported on his investigations and led the discussion that followed.

The Canal & River Trust supported several volunteer initiatives:

- The Towpath Task Force met once a week to carry out practical activities such as the cutting back of hedgerows, litter picking and repairing footpaths. It was suggested that the Council could perhaps invite them to come along to inspect the towpaths in Haigh.
- Taster Events can be organised to attract volunteers.
- Different levels of adoption of towpaths were available.

There was a great deal of potential for local schools to get involved. Inspiring Healthy Lifestyles and the Rangers could also be invited to join in. Haigh was a tourist destination and Red Rock was a designated mooring point.

The Parish Council's focus would be more on the improvement of the towpaths for people to use. The expense was discussed. In general the more expensive surface materials lasted considerably longer than the cheaper ones.

It was suggested that residents could be invited to respond to a survey and provide ideas. This could be done via Facebook.

340 GDPR: Subject Access Requests

Under GDPR each individual had a legal right to access any personal data that a data controller held on him / her and the data controller – in this case the Council – had to provide that data. To ensure data security, there had to be a Policy in place and a procedure to follow. The proposed Policy and Guidance document was discussed.

Resolved: Subject to the removal of named examples of removable media, the Subject Access Policy & Guidance on Handling SARs was adopted.

341 Accounts 2018/19

Income = £nil

Expenditure:

No	PAYEE	NARRATIVE	NET	VAT	PAYMENT
23	St David's Haigh & Aspull PCC	Room rent	£ 20.00	N/A	£ 20.00
24	Employee No.1	Salary (Sept, Oct, Nov)	£312.66	N/A	£312.66
25	K Pilkington	Mileage, postage	£ 5.20	N/A	£ 5.20
26	HMRC	Tax	£ 35.00	N/A	£ 35.00
Total:			£372.86	N/A	£372.86

Resolved: The above items were approved for payment.

Balance at bank on 2 January 2019 = **£5,412.95**

The following prior payments had not been presented by 2 January 2019:

St David's Haigh & Aspull PCC = £20.00 x 2
Total = £40.00

Estimated Balance at bank after the above prior payments and the above expenditure = **£5,000.09**

342 Budget Monitoring 2018/19

The previously circulated budget tracker was discussed. Most cost centres were on line. However, the 'Clerk's Salary' cost centre was expected to show an overspend by the end of March. This was mainly due to a higher than anticipated pay increase at the beginning of FY2018 for which insufficient provision had been made when the budget had been approved. To cover the additional cost to the end of March it would be necessary to vire £114 from 'Contingency'.

Resolved: The Council approved a virement of £114 from the 'Contingency' cost centre to the 'Clerk's Salary' cost centre.

343 Budget & Precept 2019

The previously circulated documents for the proposed budget and precept for 2019 were received and discussed at length. Risks in relation to the reserves and a further increase to the precept were assessed. The Parish Council wished to pursue several projects, but were heavily restricted by the size of the precept, which was leading to the depletion of the reserves year on year. In the proposals circulated the General Reserve was estimated to stand at £2,925 on 1 April 2019 (14% less than in 2018).

Resolved: The precept for a Band D property in 2019 would be increased by 50p for the year.

Resolved: The Council approved a budgeted expenditure of £4,073 (to include a revenue contingency of £500) and set a precept of £2,000 for the financial year ending 31 March 2020. The General Reserve was estimated to stand at £3,012 on 1 April 2019 (11.75% less than in 2018).

The precept information to be included on the Council Tax letter was discussed.

Resolved: The Chairman would prepare a short paragraph for publication. It would inform residents that the Parish Council were increasing the precept (which had only been increased once in the past six years) so that it equated to an additional 50p annually for a Band D property - £183 per year in total for the whole Parish. This was because the Parish Council wished to do more, but were seriously restricted by their limited funds.

344 Clerk's Report

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

The LA's response to the letter sent by the Clerk in relation to the maintenance of Sennicar Lane was noted and discussed. The Clerk was asked to share the details of the response with the Sennicar Lane Residents'

Association and to assure the Association that the Parish Council were willing to provide further support, if necessary.

345 Any Other Business

Buckingham Palace Garden Party

LALC had invited nominations for the ballot for places at the annual Buckingham Palace Garden Party in May. The invitation was discussed. No nomination was made.

346 Dates of Meetings

Following the discovery of a clash of dates with regard to the meeting on 8 July, this had been re-arranged to 1 July.

Resolved: The revised dates of meetings for 2019 were approved.

The date of the next meeting would be Monday 18 March 2019 at 6:30pm.

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.

347 2019 Salary Scales

The Clerk withdrew from the meeting.

Resolved: The new NJC salary scales, which would apply to the Clerk's salary with effect from 1 April 2019, were approved.

The Clerk re-joined the meeting.

The meeting closed at 8:10 pm

Chairman