



Haigh
PARISH COUNCIL

An Ordinary Meeting of the Parish Council

**WILL BE HELD IN
ST DAVID'S PARISH HALL, HAIGH**

MONDAY 24 OCTOBER 2022 at 6:30pm

Agenda

499 Apologies for Absence

- to receive apologies from councillors.

500 Declaration of Interests

To receive any declarations of interest (prejudicial or otherwise) with regard to items on the Agenda.

Unless already entered in the Council's Register of Members' interests, members are required to disclose any personal interest, (which includes any disclosable pecuniary interest), they may have in any of the items included on the agenda for the meeting in accordance with the Code of Conduct adopted by the Council. Members are reminded that if they have any personal interests of a prejudicial nature or a disclosable pecuniary interest they must not participate in any discussion or vote on the matter and must leave the room. Any member needing clarification must contact the Clerk.

501 Matters Introduced by Members of the Public – for information

An opportunity for any members of the public present to raise issues for the attention of members.

A Christmas Tree for Haigh

A resident has written to the Council in the hope that the community can erect a Christmas tree in Haigh. The resident has spoken to Dist Cllrs Chris Ready and Ron Conway about this and they are quite happy to provide a tree out of their budget if permission can be obtained to plant one. The resident is of the view that this would tie in with Haigh getting its recent accolade of top villages to live in. The resident would like to discuss a few sites with the Council, if permission is granted.

The resident has been invited to attend the meeting.

The Friends of St David's PTA

The Chair for the Friends of St David's PTA has written to the Parish Council. One of the mums of children at the school passed her number onto one of the Parish Councillors who was interested in speaking to her with regards to getting the group more involved in the community. She is willing to attend a meeting of the Council to discuss the way forward, but is not available for this meeting. However, she may be able to attend a future meeting. If members so wish, this could be a future agenda item.

502 Minutes of the Ordinary Meeting (5 September 2022)

– for approval (enclosed)

To receive and approve the Minutes of the Ordinary meeting held on 5 September 2022 for signature by the Chairman.

503 Matters Arising – for information only

An opportunity for members of the Council to report or update on any matters that have arisen since the meeting in September that are not otherwise included on the agenda.

Actions from the Meeting of 5 September 2022

No.	ISSUE	ACTION	BY WHOM	COMPLETED
487	Matters Arising	Ask Al & Al about their willingness and availability to give a presentation	Cllr C Kenyon	
490	Parish Newsletter	Distribution	Members	

Members are invited to update the Council on progress with the above actions.

Progress with actions assigned to the Clerk is either included in the narrative relating to other agenda items or in the Clerk's Report.

504 Planning Applications – for consideration & agreement

A/21/92629/MAJOR	Leyland Mills Leyland Mill Lane Wigan WN1 2SB	Residential development of 10 four storey four bedroom detached dwellings and 7 three storey five bedroom detached dwellings, etc following demolition of existing mill buildings (Representation submitted - presumed awaiting Planning Committee meeting date – September meeting was cancelled - next meeting is on 8 November 2022)
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 by Wigan Council – decision upheld by Planning Inspectorate – appeal decision enclosed)
A/22/94184/FULL	Rothwells Stud Sennicar Lane Wigan WN1 2SN	Erection of four detached dwellings, following demolition of indoor riding arena, stables and store (Objection submitted – ratification required – representation enclosed)

Members are invited to note the current status of the above applications with regard to which the Council have submitted representations, consider any new applications submitted since the last meeting and agree the best way forward.

A/22/94184/FULL - Members are invited to ratify the objection submitted in relation to this application.

At the time of preparation of this agenda there have been no other new significant applications to put before the Council since the last meeting.

505 Places for Everyone – for discussion (enclosed)

The Planning Inspectorate will begin hearings regarding Greater Manchester’s regional masterplan in November.

The hearings on Places for Everyone will be live-streamed and will run through to March 2023. They will provide around 25 individuals and organisations with a chance to speak on the scheme.

Among those scheduled to speak include Gladman Developments, Home Builders Federation, Lichfields, Nexus Planning, Pegasus Group, and Stantec.

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

Places for Everyone is viewed by its creators and supporters as the most effective plan to build good, affordable, net-zero homes, to support industrial innovation and good jobs, to protect and enhance our green spaces, and generate inward investment into our city-region. It will 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 submitted Places for Everyone plans can be found online at greatermanchester-ca.gov.uk.

506 Community Engagement Strategy

– for review and approval (enclosed)

Members are invited to review the Community Engagement Strategy and agree any changes. Cllr C Kenyon will lead on this.

507 Social Media Policy – for review and agreement (enclosed)

Members are invited to review the Social Media Policy and agree any changes. Cllr C Kenyon will lead on this.

508 Vocal Eyes – for agreement (memorandum to follow)

To formally agree to take part in the pilot with Northern Heart and Soul CiC and the launch of a participatory Digital platform with Vocal Eyes.

509 Remembrance Sunday – for information (enclosed)

The wreath from the Parish Council was ordered and has arrived. It is waiting to be collected from Aspull RBL Club and can be collected on the day before the parade begins. The attached card will need to be completed before it begins its journey to the War Memorial.

The Duke of Edinburgh Award candidate that the Parish Council have been supporting has agreed to lay it on behalf of the Parish.

Members are invited to indicate whether they will be attending.

One member is needed to collect the wreath, complete the card and pass it on to Poppy-Grace.

510 Bubblefest 2022 – for approval (enclosed)

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. A Bubblefest Working Party meeting had taken place on Tuesday, 13 September. (The notes from the meeting are enclosed.) During the meeting the Chairman reported on the actions taken on 9 September and over the days that followed. During the meeting several decisions about the way forward were made and some have been actioned.

Members are invited to approve the decisions.

(a) At approximately 2pm only about 200 tickets remained unsold. At the rate they had been selling that morning, all would have been sold out before the end of the day. Under the circumstances the easiest thing to do was to stop sales of tickets via Eventbrite and action refunds for all ticket holders. Tickets sales were stopped at 2pm on Friday and refunds were actioned on Sunday morning. No fees were taken by Eventbrite.

All stallholders, entertainers and volunteers were informed of the cancellation on Friday, 9 September.

The Working Party have recommended these actions to the Council for retrospective approval.

(b) All avenues in relation to re-arranging the date of Bubblefest 22 to a later date in September or October were explored. For a variety of reasons this was not feasible. A message was posted on the Facebook page to let people know that the Bubblefest was not going ahead this year, but would be re-arranged for next year. The Working Party have recommended the decision to not re-arrange the date of Bubblefest 22 for retrospective approval.

(c) Refunds of fees to stallholders have been made. Only one has not submitted a claim.

Members are invited to approve this action retrospectively.

(d) The Working Party recommended that all three bubble artists should be paid £100 in lieu of their fees as a gesture of goodwill. This has been actioned.

Members are invited to approve this action retrospectively.

(e) Cllr R Darbyshire is willing to run the Crazy Golf on another day to raise funds and the Friends of Haigh Woodland Park have agreed that she may do this.

Members are invited to approve this.

(f) 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).

Members are invited to approve these purchases retrospectively.

(g) 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.

Members are invited to consider and approve this.

511 Bubblefest 2023 – for consideration and agreement.

The Working Party that met on 13 September 2022 recommended that the Bubblefest should be deferred until 2023. Members are invited to consider and agree the best way forward with regard to this very popular event:

- (a) To hold one Bubblefest on one day as before;
- (b) To hold one Bubblefest on two days over a weekend;
- (c) To hold two Bubblefests at different times of year;
- (d) To not hold a Bubblefest in 2023.

If there is agreement to hold a Bubblefest or two, members are invited to agree broad dates so that exact dates can be booked with HWP,

Bubble artists, other entertainers and key stallholders as soon as possible.

512 Meeting with Wigan Council Officers – for agreement

The next meeting with Wigan Council Officers via MS Teams is scheduled for Tuesday, 13 December at 4pm.

Members are invited to consider whether the meeting should go ahead and, if so, propose and agree items for the agenda.

513 Bench in Red Rock Lane – for approval (enclosed)

In March 2022 it was discovered that a vehicle had driven into the bench at the entrance to the car park in Red Rock Lane and had caused considerable damage. Members discussed this at the Council meeting in March and had agreed that the bench should be replaced and that an insurance claim for its removal and replacement should be submitted. The new bench should be made from re-cycled materials and have a back like the one that had been damaged.

An insurance claim was subsequently submitted for a replacement bench of the above description and the costs associated with installing it on a concrete base. A picture of the proposed bench (which was sent to the Council's insurers) is enclosed.

Cost of bench = £531.81

Cost of creating concrete base and fitting bench = £360.00

Total = £891.81

The Council's insurers have agreed to settle the claim (less the **£100** excess) and have recently paid **£791.81** into the Council's bank account.

Members are invited to approve the order of the replacement bench and the hiring of the contractor who provided the quote.

514 New Code of Conduct – *for consideration* (enclosed)

Cllr Bobbie Darbyshire is a member of a Wigan Council Standards Committee Working Group looking into the new Code of Conduct for Councillors. She has been asked by Janet Davies, the Deputy Monitoring Officer, to share a collection of documents relating to the current and new Code of Conduct with parish council members - the intended aim being that parish council members should be given an opportunity to express their views on the status quo and any proposed changes. There are several documents, some of which are quite long and will take some time to read.

In 2012 this Parish Council adopted Wigan Council's Code of Conduct. This was what the National Association of Local Councils proposed at the time. However, quite a few elements are not relevant to parish councils and that document should have been adapted in line with the parish council environment and personalised before it was adopted. Some elements cannot be adapted, as they are enshrined in law.

Janet Davies has been asked to provide a deadline by which members are invited to submit their views. The final version will come before the Parish Council again once Wigan Council have decided to adopt it. It is recommended that this item is deferred until the meeting in December. The supporting documents are being circulated as a separate pack from the main one. If the item is deferred, their contents will be considered then.

- 515 Councillors' Photos on Wigan Council Website** – for agreement
Wigan Council have just updated Parish Councillors' details on their website, thus ensuring legal compliance. They have asked whether they could include photographs of Parish Councillors. They cannot do this without consent from the Parish Councillors.

Members are invited to consider the request and agree the best way forward.

- 516 Councillor Training** – for consideration

Several councillors have recently stated that they wondered about the purpose of the Parish Council. The Lancashire Association of Local Councils provide training for parish councillors in Lancashire, Merseyside and Greater Manchester. One of the courses they run is aimed at new councillors and existing councillors in search of a refresher. The course is called 'A Whistlestop Tour for New Councillors & Clerks' is run virtually for large numbers of councillors, but they may also be able to deliver it virtually to members of a small council. An enquiry has been submitted to LALC to establish the availability of dates and the costs.

Members are invited to consider whether they might find this useful and whether this should be something that we could pursue. If so, further information can be sought.

- 517 Standing Orders** – for review and approval (enclosed)

Standing Orders are the written rules which regulate the proceedings of a public body. These proceedings are governed by legislation. In the case of Parish Councils this is mainly the Local Government Act 1972 and subsequent LGAs. The review of Standing Orders is an annual audit requirement. Members are invited to do this and approve any changes (shown in blue). If any further changes are made, care must be taken to ensure that they are compliant with current legislation.

- 518 Financial Regulations** – for review and approval (enclosed)

The management of Parish Council finances is governed by legislation (as referenced in this document) which may be changed from time to time. The document's review is an annual audit requirement and members are invited to do this and approve any changes (shown in blue). If any further changes are made, care must be taken to ensure that they are compliant with current legislation.

- 519 Financial Risk Assessment** – for review and approval (enclosed)

Members are invited to review and approve any changes (shown in blue) to the enclosed financial risk assessment. An annual check is carried out by the internal auditor to ensure legal compliance - ref. s1.4 of the Financial Regulations – and establish whether the document has been reviewed.

520 Accounts 2022/23 – for approval

Income:

Sumup card reader tests = £5.88
 Bubblefest stall fees x 6 = £300.00
 Insurance claim = £791.81
TOTAL = £1,097.69

Expenditure:

Balance at bank on 14 September 2022 (after September 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 refund	£ 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 wands, wrist bands	£487.93	£97.61	£585.54
44	Wigan Council	Small Lotteries fee	£ 20.00	N/A	£ 20.00
45	Councillor No.1	Fencing, stakes and hi-viz vests (tba)	£ 80.25	£16.05	£ 96.30
Total:			£2050.74	£117.41	£2168.15

receipt of Bubblefest stall fees of £(300) = **£11,789.03**

Estimated balance at bank after receipt of the balance of the above income and above expenditure = **£10,418.57**

521 Clerk's Report – for information (enclosed)

522 Dates of Meetings 2023 – for approval (enclosed)

The proposed dates for meetings in 2023 have been arranged to follow a similar pattern to those for 2022. Care has been taken to ensure that meetings do not take place on the 2nd and 3rd Mondays of the month. 2023 is an election year for the Parish Council. During an election year the Annual Meeting of the Council MUST (by law) take place at the latest 14 days after the Monday following the date of the election. As the election is due to take place on Thursday, 4 May 2023, the latest we can hold the Annual Meeting of the Council is Monday, 22 May. The Annual Parish Meeting is a statutory meeting that MUST be held between 1 March and 1 June inclusive. Traditionally, this has preceded the Annual Meeting of the Council. Unless the Council are minded to hold this meeting on another date, I have maintained the status quo.

523 Date of Next Meeting

5 December 2022 via MS Teams

Please let the Clerk know if you intend to join the meeting by emailing clerk.haighpc@gmail.com by Saturday, 22 October.

In the interests of public health please consider following Government guidelines for indoor gatherings by wearing a mask, if you can, and maintaining social distancing. If you test positive for Covid, we would appreciate it if you do not attend.

Copies of Parish Council Minutes are lodged at Aspull Library and may be accessed online on Wigan Council's website.

K Pilkington

Krystyna Pilkington
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