



Haigh
PARISH COUNCIL

**An Ordinary Meeting of the Parish Council
WILL BE HELD VIRTUALLY ON
MONDAY 5 JULY 2021 at 6:30pm**

Agenda

321 Apologies for Absence

- to receive apologies from councillors.

322 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.

323 Co-option of Councillor

To approve the co-option of Mrs Anita Edwards as a Parish Councillor.

324 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) Balcarres Arms

A resident who lives near the Balcarres Arms has written to the Parish Council to seek advice in relation to how to deal with issues that have arisen since the re-opening of the pub.

Members are invited to discuss the issues and agree the best approach.

280 Tent Pegging in Pendlebury Lane

281 – for discussion & agreement

Members are invited to refer to the series of emails that have been circulated about this matter over the past few weeks and discuss the issues involved.

Members are invited to agree the best way forward.

282 Duke of Edinburgh Award – Candidate’s Report

– for information (to follow)

The third report is expected and will follow as soon as it has been received. The candidate has submitted an article for the newsletter. This has been passed on to Cllr Chris Hatherall. The candidate and her parent are hoping to join us for the meeting in September.

283 Minutes of the Meeting - 10 May 2021

– for approval (enclosed)

To receive and approve the Minutes of the Annual Meeting of the Council held on 10 May 2021 for signature by the Chairman.

284 Chairman’s Length of Service – for discussion & agreement

During the meeting in May a suggestion was made that a cap should be put on the number of years that any one person should serve as the Chairman. This is to give different members the opportunity to take on the role, if they so wish.

Members are invited to discuss the matter and agree the best way forward.

285 Draft Minutes of the Annual Parish Meeting – 10 May 2021

- to receive (enclosed)

286 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 March.

Actions from the Meeting of 10 May 2021

| No. | ISSUE | ACTION | BY WHOM | COMPLETED |
|-----|--|---|--|-----------|
| 296 | Chairman’s Declaration of Acceptance of Office | Declaration signed | Cllr R Lawson The Clerk | 10.05.21 |
| 304 | Matters Arising | Cleaning of junction of Yellow Brook with R Douglas – circulate more details | Cllr P Kenyon | |
| | | Canal aqueduct near Canal Row – write to LA and Canal & River Trust – emailed responses circulated by Cllr Kenyon | Cllrs P Kenyon & I Parker | 17.05.21 |
| | | Copy of letterhead to Cllr I Parker | The Clerk | 12.05.21 |
| 318 | Cheques & other documents for signature | Cheques & other documents signed & posted | Cllrs R Lawson, R Darbyshire & the Clerk | 18.05.21 |
| 319 | Face-to Face Council meetings | Investigate regulations & arrangements for meeting in | The Clerk | On-going |

| | | | |
|--|------|--|--|
| | July | | |
|--|------|--|--|

Members are invited to update the Council on progress with the above actions. Actions relating to items included on the agenda have not been included in the table above, but may be reported when that agenda item is considered.

Progress with actions assigned to the Clerk is either included in the narrative relating to other agenda items or in the Clerk's Report. The exception to this is Item 319.

287 Planning Applications – for consideration & agreement

| | | |
|-----------------|--|---|
| A/21/90946/HH | Astley House Pendlebury Lane Haigh WN2 1LU | To erect first floor extension over garage and kitchen with decked area attached to gable and access staircase (No representation made) |
| A/21/90931/FULL | Land North of Pendlebury Lane, Haigh | To erect a new stable block, associated horse exercise area, storage/sitting cabin and resurfacing of access road (Objection submitted) |
| A/21/91736/HH | Brock Mill House Wingates Road Wigan WN1 2SJ | To extend dwellinghouse – single storey to side and rear and associated external works, following demolition of existing garage |
| A/21/91737/LB | Brock Mill House Wingates Road Wigan WN1 2SJ | Listed building consent for the erection of a single storey to side and rear and associated external works, following demolition of existing garage |
| A/21/91406/FULL | Land At Waterworks Farm Arley Lane Haigh WN1 2UJ | Erection of a block of 10 stables, 2 tack rooms and creation of parking area |

Members are invited to consider the applications submitted since the meeting in May 2021 and agree the best way forward.

288 Bubblefest 2021 – for discussion and agreement

The working party met virtually on 1 June to plan aspects of the Bubblefest. Arrangements were made to meet Keith Bergman on site on 2 June to discuss a variety of matters. Cllrs C Hatherall, R Darbyshire, P Kenyon and I Parker agreed to attend the meeting.

Members are invited to receive verbal reports on progress and to discuss and agree the best way forward.

- 289 Spring Newsletter** – for discussion and agreement
To receive an update from Cllr C Hatherall on progress with the Spring edition of the newsletter.
- 290 Documenting PROWs** - for discussion and agreement
During the meeting held with Wigan Council officers a request was put forward by the Parish Council that a face to face meeting take place between Cllr I Parker and the Highways Asset Manager to discuss the information currently held on PROWs by Cllr Parker. The Highways Asset Manager was happy to hold such a meeting, restrictions permitting. He had suggested that the meeting could be held in mid-June and he would arrange it. Members are invited to receive and discuss a verbal update on progress from Cllr I Parker.
- 291 Update on Haigh Hall** – for information
(a) Cllrs B Darbyshire and I Parker were invited to attend the stakeholder meeting on 13 May and will provide a verbal update.
(b) Cllr R Lawson will provide a verbal update on developments with Haigh Hall, if there are any.
- 292 Haigh Woodland Park Visitor Traffic in School Lane**
- for discussion and agreement
Given the higher volumes of traffic now at Haigh Hall, the traffic arrangement at the entry to the car park needs looking at, as there is no possibility to queue without blocking School Lane. Cllr A Wilson remembers reading somewhere that an alternative configuration was being looked at by Wigan Council a year or so ago, but there are times when School Lane is totally blocked and he is unaware of any progress on plans to change this. Members are invited to discuss this and agree the best way forward.
- 293 Meeting with Wigan Council Officers**
– for information and agreement (enclosed)
Enclosed are the Minutes of the meeting with Wigan Council Officers that took place on 24 May 2021.
The next meeting with Wigan Council Officers is scheduled to take place virtually on 24 August 2021 at 4pm. A decision will be made nearer the time as to whether the meeting will be held virtually or face to face.
Members are invited to agree items for the agenda.
- 294 Wigan Council Ward Boundary Consultation**
- for discussion and agreement

- to deliver electoral equality: where each councillor represents roughly the same number of electors as others across the borough;
- that the pattern of wards should, as far as possible, reflect the interests and identities of local communities;
- that the electoral arrangements should provide for effective and convenient local government.

They will treat all submissions equally, and judge each case on its merits and against the legal criteria.

If the Council wish to put forward a view, the Commission would urge the Council to ensure that evidence supports its submission.

For example, if the Council wish to argue that two areas should be included in the same electoral ward, the Council should tell the Commission why they should be together, providing evidence about community facilities, ties, organisations, and amenities, rather than simply asserting that they belong together. There is more advice on the Commission's website about how members can get involved in the consultation.

Their website features technical guidance that explains the process and their policies, as well as guidance on how to take part in each part of the process.

The Commission have also set up a webpage dedicated to the review of Wigan, where members can find all the relevant information.

Members can also access interactive maps of the current ward boundaries across Wigan on the Commission's specialist consultation portal. The portal also allows consultees to comment and upload documents directly to the site.

295 Internal Audit Report 2020/21

– to receive, accept and approve (enclosed)

The Annual Internal Audit took place on 23 June. The AIAR 2020/21, which forms part of the AGAR, and the detailed Internal Auditor's report are enclosed.

There is one recommendation, which has been actioned.

The Certificate of Exemption from External Audit has been forwarded to the external auditor and all requisite information has been displayed on the Parish Council's notice board and on the website. The period for the Exercise of Public Rights began on 22 June and will run until 2 August.

296 Review of Internal Audit 2020/21

– for consideration & agreement

Members are invited to review the internal audit process for the 2020/21 accounts. Things that need to be taken into consideration include the following:

- a) Was the internal auditor a person competent to carry out the work?
- b) Was he independent in relation to elected members and the Clerk?
- c) Did he provide the Council with a short report on the work he had carried out?
- d) Were any issues identified?
- e) Did the auditor examine procedures?
- f) Did he examine how decisions were recorded?
- g) Did he check that the transparency requirements had been met?

297 Appointment of Internal Auditor 2021/22 – for approval
Members are invited to consider appointing Heelis & Lodge as the Council's internal auditors for 2021/22.

298 Accounts 2021/22 – for approval
Income: **£nil**
Expenditure:

| No | PAYEE | NARRATIVE | NET | VAT | PAYMENT |
|----|----------------|--------------------|---------|-----|---------|
| 6 | Employee No.1 | Salary (June)-net | £166.40 | N/A | £166.40 |
| 7 | HMRC | Tax (June) | £ 41.60 | N/A | £ 41.60 |
| 8 | Employee No.1 | Mileage | £ 5.20 | N/A | £ 5.20 |
| 9 | Heelis & Lodge | Internal audit fee | £ 50.00 | N/A | £ 50.00 |
| | Total: | | £263.20 | N/A | £263.20 |

Balance

at bank on 2 June 2021 = **£7,940.63**

Unpresented on 2 June 2021:

HMRC = £83.20

LALC/NALC = £186.54

Zurich Municipal = £361.84

TOTAL = £631.58

Estimated balance at the bank after the above expenditure and the unpresented items = **£7,045.85**

299 Clerk's Report – for information (enclosed)

300 Date of Next Meeting: 6 September 2021

Please let the Clerk know if you intend to join the meeting by emailing **clerk.haighpc@gmail.com** by **Saturday, 3 July** so that you can be sent an invitation, thank you

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

K Pilkington

Krystyna Pilkington
Clerk to Haigh Parish Council
13 Christleton, Shevington, Wigan, WN6 8DQ, 01257 473022