



**Haigh**  
PARISH COUNCIL

## **An Ordinary Meeting of the Parish Council**

**WILL BE HELD VIRTUALLY ON**

**MONDAY 18 OCTOBER 2021 at 6:30pm**

### **Agenda**

**364 Apologies for Absence**

- to receive apologies from councillors.

**365 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.

**366 Presentation by Duke of Edinburgh Award Candidate**

We welcome Poppy Stebbings and her family. Poppy has over the past few months shared reports with the Parish Council about her project and will be making a presentation.

**367 Proposed Development at Leyland Mill Site**

- for information and discussion (enclosed)

Knights plc, planning consultants, have been instructed to prepare and submit a full planning application for a residential scheme at Leyland Mill. They are intending to submit the planning application in October and have asked to be given the opportunity to present the scheme to the Parish Council in advance. Enclosed is information about the proposed scheme.

Please welcome Carl Copestake of Knights plc and Scott Donald, the architect, who will be making the presentation, which will follow as a separate document.

**368 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.

**349 Minutes of the Meeting – 6 September 2021**

– for approval (enclosed)

To receive and approve the Minutes of the Meeting of the Council held on 6 September 2021 for signature by the Chairman.

**350 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.

Actions from the Meeting of 6 September 2021

No.	ISSUE	ACTION	BY WHOM	COMPLETED
351	Tent Pegging in Pendlebury Lane	Provide the district councillor with an example of ownership rights	Cllr C Hatherall	
354	Documenting PROWs	Make contact with Haigh Hall Open Access for All group	Cllr I Parker	

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.

**351 Planning Applications – for consideration & agreement**

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 - Referred to Planning Committee)
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At the time of preparation of this agenda no new planning applications had been submitted for the Parish since the meeting in September and the above application had not yet been considered by the Planning Committee.

**352 Bubblefest 2021 Feedback – for agreement (enclosed)**

The working party held a feedback meeting in September to discuss lessons learnt in the run-up to and on the day of the

Bubblefest. The Income/Expenditure statement was discussed and is enclosed.

All known out-goings have now been settled. The payment to one bubbler is still outstanding, as he has not yet sent the Council an invoice.

Mr Keith Bergman has confirmed that Haigh Woodland Park will be making a donation of £350 towards the bubblers' fees. In the light of this an invoice has been sent to him at his request. Mr Bergman has also provided the Chairman, who wrote to him to thank him and his staff for all of their help and support, with some constructive feedback. The email is enclosed.

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

**353 Events 2022** – for discussion and agreement

As agreed by the Bubblefest Working Party, an enquiry has been made about a possible date for Bubblefest 2022. The reply from the General Manager of Haigh Woodland Park has been positive. He has suggested that the Parish Council opt for the Saturday of the equivalent weekend and submit the same application form as for 2021. The proposed date is Saturday, 10 September 2022.

Members are invited to approve the above and consider whether they wish to hold any other events in 2022.

**354 Autumn Newsletter** – for consideration and approval

To receive an update on progress with the newsletter.

**355 Remembrance Sunday** - for agreement

The contractor has been instructed to put the lamp post poppies on display for the month of November and the wreath has been ordered.

The wreath has been ordered and members are invited to agree the identity of the councillor laying the wreath at the war memorial on Remembrance Sunday.

**356 Meeting with Wigan Council Officers** – for agreement

The Parish Council are due to meet with Wigan Council's senior officers on Tuesday, 23 November at 4pm. The meeting has been scheduled to take place via MS Teams.

Members are invited to agree topics for the agenda.

Christine Charnock-Jones is retiring in mid-October. Her deputy, Diane Adshead, will be taking over her role as Democratic Services Manager and will be the liaison with parish councils.

**357 Review of Standing Orders** – for approval (enclosed)

An extract from the Standing Orders is enclosed. The proposed changes are highlighted.

**358 Financial Regulations** – for review and approval (enclosed)

The Financial Regulations are only due for review in 2023. There have not been any statutory changes recently to make an earlier review necessary, but, as there have been several changes in membership of the Parish Council in the past year, it might be helpful to members to review the document.

- 359 Financial Risk Assessment**  
– for review and approval (enclosed)
- 360 Asset Register 2021/22** – for review and approval (enclosed)
- 361 Review of H&S Risk Assessments**  
– for consideration and approval (enclosed)
- 362 Accounts 2021/22** – for approval
- Income from 2 August to 30 September:
- Bubblefest 2021 = £5,442.60  
 Crazy Golf = £200.00  
**TOTAL = £5,642.60**

Expenditure from 7 September to 18 October:

No	PAYEE	NARRATIVE	NET	VAT	PAYMENT
<b>15</b>	<b>Stallholder</b>	<b>Stall fee refund (cash)</b>	<b>£ 25.00</b>	<b>N/A</b>	<b>£ 25.00</b>
<b>16</b>	<b>Tesco (1)</b>	<b>Bubbling kits (cash)</b>	<b>£ 3.50</b>	<b>£ 0.65</b>	<b>£ 4.15</b>
<b>17</b>	<b>Tesco (2)</b>	<b>Bubbling kits (cash)</b>	<b>£ 26.00</b>	<b>£ 5.20</b>	<b>£ 31.20</b>
<b>18</b>	<b>Home Bargains</b>	<b>Bubbling kits (cash)</b>	<b>£ 69.00</b>	<b>£13.80</b>	<b>£ 82.80</b>
19	Asda	Bubbling kits	£ 29.17	£ 5.83	£ 35.00
20	Tesco (3) & RMS	Bubbling kits	£ 82.47	£16.49	£ 98.96
21	Employee No.1	Stallholder refunds (x 3)	£171.00	N/A	£171.00
22	WH Smith	Raffle tickets	£ 11.23	£ 2.24	£ 13.47
23	Sainsbury's & Kashworth	Bubbling kits	£ 33.28	£ 6.66	£ 39.94
24	eBiblio	Bubbler fee	£350.00	N/A	£350.00
25	Memorabubble	Bubbler fee	£300.00	N/A	£300.00
26	Daffy Dill	Bubbler fee	£500.00	N/A	£500.00
27	Ian Russell	Bubbler fee	£350.00	N/A	£350.00
28	Employee No.1	Salary (Sept & Oct)-net	£332.80	N/A	£332.80
29	HMRC	Tax (Sept & Oct)	£ 83.20	N/A	£ 83.20
30	Employee No.1	Mileage	£ 5.20	N/A	£ 5.20
	<b>Total:</b>		<b>£2371.85</b>	<b>£ 50.87</b>	<b>£2422.72</b>

Balance at bank on 1 October 2021 = **£11,996.25**

Items 15-18 (in bold) were paid out in cash from Bubblefest takings in September before the balance was banked.

Estimated balance at the bank after items 19-30 of the above expenditure = **£9,716.68**

- 363 Clerk's Report** – *for information* (enclosed)
- 364 Date of Next Meeting:** 6 December 2021

Please let the Clerk know if you intend to join the meeting by emailing **clerk.haighpc@gmail.com** by **Saturday, 16 October** 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**