

HAIGH PARISH

The Annual & Next Ordinary Meetings of the Parish Council

WILL BE HELD IN

ST DAVID'S PARISH HALL, HAIGH

MONDAY 13 MAY 2019 at 7:00pm

Agenda

Annual Meeting of the Parish Council

- 1 **Election of Chairman**
Members are invited to put forward nominations for the office of Chairman for the coming municipal year.
- 2 **Chairman's Declaration of Acceptance of Office**
To hear and witness the Chairman's Declaration of Acceptance of Office.
- 3 **Election of Vice Chairman**
Members are invited to put forward nominations for the office of Vice Chairman.
- 4 **Register of Interests** (enclosed)
Members are invited to complete the Register of Interests form and return it the Clerk at the meeting. Please read the accompanying Guidance.
- 5 **Audit, Governance & Standards Committee**
Members are invited to approve the appointment of the Council's representative to this Committee of Wigan Council. The position is currently held by Cllr R Lawson.
- 6 **Casual Vacancies** (enclosed)
The 2019 Election was uncontested. As a result all four candidates nominated were elected unopposed as councillors. The process has created three casual vacancies, which may now be filled by co-option. The procedure for this and the proposed advertisement for the positions is enclosed.
Members are invited to agree the best way forward.
- 7 **Approval of Bank Signatory**
One of the outgoing councillors who chose not to stand for re-election was also a signatory to the Council's bank account.

In view of the fact that the member's term of office has ended, it is necessary to appoint a new bank signatory.

Members are invited to agree the best way forward.

Ordinary Meeting of the Parish Council

8 Apologies for Absence

- to receive apologies from councillors.

9 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.

10 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.

11 Minutes of the Meeting (18 March 2019)

– for approval (enclosed)

To receive and approve the Minutes of the meeting held on 18 March 2019 for signature by the Chairman.

12 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.

13 Planning Applications – for consideration

A/18/85373/FULL	Leyland Mill Farm, Hall Lane, Wigan	Still 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	Still pending consideration <i>(representation sent in November 2018)</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>(approved with conditions)</i>
A/19/86735/FULL	2 Sennicar Lane, Haigh, Wigan	To extend and convert detached garage into self-contained living accommodation ancillary to main dwelling house <i>(approved with conditions)</i>
A/19/86729/FULL	Agricultural land south of Mowpin Lodge, New Road, Haigh, Wigan	To erect new stable building and menage <i>(approved with conditions)</i>
A/19/86756/HH	Bridgeside Barn, Red Rock Lane, Haigh, Wigan	To extend dwellinghouse single storey link extension to former barn <i>(approved with conditions)</i>

There have been no new applications since the last meeting to bring to the Council's attention. The Council intended to discuss application A/19/86606/HH at this meeting, but, as the application was determined soon after the last meeting, it is no longer possible to forward a comment.

14 **Consultation on the House Extension Design Guide**

- for discussion and agreement

Wigan Council is now consulting on a revised version of the House Extensions Design Guide Supplementary Planning Document until 15th May 2019.

The document provides advice to householders and developers who are proposing to build extensions to residential property. The aim of the document is to help promote well designed house extensions that do not have a negative impact upon the subject house, the neighbouring properties or the appearance of the street. This document updates the existing guidance document which was produced in 2010. The purpose of the review is to ensure the guidance reflects changes in planning policy since 2010, best practice and is easy to understand. Wigan Council would welcome the Parish Council's views on the draft document, which members can view, along with the

Draft Consultation Statement, on Wigan Council's website here <https://www.wigan.gov.uk/Council/Consultations/Current/Wigans-House-Extension-Guide.aspx> and any comments on the draft document can be made on the web form on this page. The deadline for comments is 5.00 pm on Wednesday 15th May 2019.

Members are invited to visit the Wigan Council website, consider the online information and discuss and agree comments for submission as part of the consultation.

15 Neighbourhood Planning – *for discussion and agreement*

At the meeting in March the Council received a presentation on Neighbourhood Planning. Please see Appendix A to the Minutes of the meeting for a brief report on the presentation.

A NALC publication on the subject is being circulated by email.

Members are invited to consider whether the preparation of a Neighbourhood Plan would be a worthwhile exercise for Haigh Parish and agree the best way forward.

16 Consultation on the Vehicle Operator Licensing System

- for discussion and agreement

The Department for Transport has issued a new [consultation on the vehicle operator licensing system](#) which is due to come into force by 1 April 2020. The National Association of Local Councils (NALC) will be responding to the consultation.

Context & Proposals

The Government wishes to introduce formal tribunal rules to allow traffic commissioners to deal with cases fairly and justly. Public Sector Vehicle (PSV) operator licences are considered in Chapter 1 of the Consultation. Formal tribunal rules are examined in Chapter 2. NALC is minded to highlight:

1. Its position that local councils should be statutory consultees at all stages during traffic commissioner cases.
2. Its position that the Government needs to consult with local councils on HGV parking sites in suitably sustainable locations within their boundaries; &
3. Its position that the Government needs to introduce measures to make it easier to de-criminalise breaches of parking regulation for the purposes of allowing local councils to enforce those regulations.

Consultation Questions

NALC will be responding to the consultation questions below and is interested in the sector's views:

Question 1: Do you agree with changing PSV operator licence procedures so that applicants can have operational approval at the earliest opportunity (subject to normal safeguards)?

Question 3: Do you agree that introducing formal tribunal rules will be beneficial to the Traffic Commissioner's tribunal functions?

If 'No', please explain why you are against the introduction of tribunal rules.

The deadline for responses to NALC is Tuesday, 11 June.

Members are invited to agree responses.

17 Crazy Golf Day

At the last meeting members discussed the suggestion that the Parish Council holds a 'Crazy Golf Day' during the Summer – either over a weekend or a weekday in the school holidays - to raise additional funds. The Clerk has established the contact details of the Chairman of the Friends of Haigh Woodland Park and has approached him about this, but so far has not received a reply.

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

18 Litter Along the B5239

A resident who attended the meeting in March raised issues about the litter situation along the B5239. Please see Appendix B to the Minutes of the last meeting.

As agreed at that meeting, members are invited to discuss this further and agree the best way forward.

19 Budget Out-Turn to 31 March 2019 – for approval (enclosed)

At the end of the financial year the 'Clerk Salary' and 'Insurance, etc' cost centres exhibited overspends. The overspends were due to timing differences in the payment of the Clerk's salary and increases in the value of subscriptions to outside bodies.

20 Income/Expenditure Account, y/e 31 March 2019

– to receive and approve (enclosed)

21 Annual Governance Statement 2018/19

- for agreement and approval (enclosed)

22 Accounting Statements 2018/19 - for approval (enclosed)

23 Exemption from External Audit 2018/19

- for approval (enclosed)

Because the Parish Council has both income and expenditure that falls below £25,000, members may choose to resolve that the Council's accounts are exempt from external audit provided that the criteria listed on the exemption certificate have been met. It can be confirmed that the criteria referenced have indeed been met.

A copy of the partially completed certificate is enclosed.
Members are invited to declare the Council exempt from external audit for 2018/19.

24 Insurance - for approval (enclosed)

In 2018 the Parish Council purchased insurance cover from Zurich Municipal. The policy runs out on 31 May 2019. The policy schedule is enclosed. No changes to the cover are required.

Last year the Council paid a premium (inc IPT) of £356.

In 2019 the premium (inc IPT) has increased to £357.89.

Members are invited to approve the proposal.

25 Accounts 2019/20 – for approval

Income:

Precept = £2,000

Council Tax Support Grant = £1,032

TOTAL = £3,032

Expenditure:

No	PAYEE	NARRATIVE	NET	VAT	PAYMENT
1	St David's Haigh & Aspull PCC	Room rent	£ 20.00	N/A	£ 20.00
2	Employee No.1	Salary (Apr & May)-net	£324.06	N/A	£324.06
3	HMRC	Tax (April & May)	£ 80.80	N/A	£ 80.80
4	K Pilkington	Mileage	£ 10.40	N/A	£ 10.40
5	Zurich Municipal (tbc)	Insurance	£357.89	N/A	£357.89
6	LALC	NALC/LALC/LCR annual subscriptions	£165.11	N/A	£165.11
Total:			£958.26	N/A	£958.26

Balance at bank on 2 May 2019 = **£7,616.03**

The following prior payment had not been presented as at 2 May 2019:

St David's Haigh & Aspull PCC = £20

TOTAL = £20.00

Estimated Balance at bank after the above expenditure and unrepresented payments = **£6,637.77**

26 Clerks Report – for information

At present there is nothing new to report in addition to what has already been included under other agenda items.

27 Any Other Business

28 Date of Next Meeting: 1 July at 6:30pm

Please let the Clerk know if you intend to attend the meeting, thank you

Copies of Parish Council Minutes are lodged at Aspull Library

K Pilkington

Krystyna Pilkington

Clerk to Haigh Parish Council

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