

HAIGH PARISH

The Next Ordinary Meeting of the Parish Council

WILL BE HELD IN

ST DAVID'S PARISH HALL, HAIGH

MONDAY 18 MARCH 2019 at 6:30pm

Agenda

348 Apologies for Absence

- to receive apologies from councillors.

349 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.

350 Neighbourhood Planning

Please welcome David Kearsley and Jennie Hill from Wigan Council's Planning Department, who will be delivering a presentation on Neighbourhood Planning.

351 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.

352 Minutes of the Last Meeting (21 January 2019)

– *for approval* (enclosed)

To receive and approve the Minutes of the meeting held on 21 January for signature by the Chairman.

353 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 January.

354 Planning Applications

A/18/85373/FULL	Leyland Mill Farm, Hall Lane, Wigan	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	Pending consideration <i>(representation sent in November 2018)</i>

At the time of preparing this agenda there were no new applications to bring to the Council's attention. The status of the two applications about which representations were made remains unchanged.

355 **Canal Towpath Upgrade** – *for discussion and agreement*

Cllr C Hatherall was due to meet with the Canal & River Trust on Monday, 25 February and will update members on the outcome of the meeting.

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

356 **Fundraising: Crazy Golf Day** – *for discussion and agreement* (Information to follow)

Some time ago the Parish Council were informed that the Crazy Golf course at Haigh Woodland Park could be made available to volunteer groups for the purposes of fundraising for their causes. Information about how to arrange such a fundraising day has been sought and is awaited. The Chairman will lead on this.

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

357 **Parish Council Elections 2019**

– *for information and agreement* (enclosed)

358 **Local Government Standards**

- *for information and discussion* (enclosed)

The Committee for Standards in Public Life published its report and recommendations on 30 January following a nationwide stakeholder consultation exercise. Enclosed are the consultation responses sent on behalf of Wigan Council and a summary report on the Committee's findings and recommendations.

From the Parish Council's point of view the main headlines are:

- recommendations regarding complaints about behaviour towards Parish Clerks;
- increased role from PC members on the ASGC;
- increased sanctions;
- no requirement for members to disclose their address.

The Chairman will lead on this.

Members are invited to note the information.

359 GDPR: Retention of Records & Reporting Breaches

– *for adoption* (enclosed)

The following documents are enclosed:

- Retention and Disposal Policy
- Retention of Records Schedule
- Data Security Breach Reporting Form

All three are based on model policies provided by the SLCC.

Members are invited to consider and adopt them.

360 Asset Register 2018/19 – for review and approval (enclosed)

The Asset Register has been updated. Other than dates, there have been no changes.

Members are invited to approve the Register.

361 Financial Risk Assessment 2018/19

– *for review and approval* (enclosed)

The document has been updated. No other amendments have been made.

Members are invited to review the risk assessment and approve any changes.

362 H&S Risk Assessments – for review and approval (enclosed)

All documents, with the exception of the risk assessment of the meeting room, have been reviewed. No amendments have been made. The meeting room will be risk assessed during the meeting.

Members are invited to review the risk assessments and approve any changes.

363 Bank Signatories – for agreement (enclosed)

After the elections new signatories may need to be appointed for the bank account. In view of the time it may take the bank to action this matter, members are invited to agree that current bank signatories should remain in place until new signatories have been appointed.

364 Accounts 2018/19 – for approval

Income = **£nil**

Expenditure:

No	PAYEE	NARRATIVE	NET	VAT	PAYMENT
27	Employee No.1	Salary (Feb, Mar)	£312.66	N/A	£312.66
28	Employee No.1	Mileage	£ 5.20	N/A	£ 5.20
29	HMRC	Tax	£ 78.20	N/A	£ 78.20
Total:			£396.06	N/A	£396.06

Balance at bank on 1 February 2019 = **£5,020.09**

The following prior payment had not been presented by 1 Feb 2019:

St David's Haigh & Aspall PCC = £20.00

Total = **£20.00**

Estimated Balance at bank after the above prior payment and the above expenditure = **£4,604.03**

Members are invited to approve the above expenditure.

365 Budget Monitoring 2018/19 – *for review and approval* (enclosed)

The figures have been updated to include budgetary expenditure up to the end of March 2019 and a previously approved virement. All cost centres are on line.

Members are invited to approve the above virements

366 Clerk's Report – *for information* (enclosed)

367 Any Other Business

368 Dates of Next Meetings

Monday, 13 May (Annual Parish Meeting at 6:30pm, followed by the Annual and Ordinary Meetings of the Council)

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
13 Christleton, Shevington, Wigan, WN6 8DQ, 01257 473022**