



Haigh
PARISH COUNCIL

**An Ordinary Meeting of the Parish Council
WILL BE HELD VIRTUALLY ON
MONDAY 19 OCTOBER 2020 at 6:30pm**

Agenda

- 218 Apologies for Absence**
- to receive apologies from councillors.
- 219 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.
- 220 PROW Through Haigh Woodland Park** – for discussion
Cllr R Lawson has been in discussion with Ms Julie Taylor, the team leader of the group that have been in discussion with Wigan Council over the application for a Public Right of Way through Haigh Woodland Park. We are hoping that Ms Taylor will be able to join the meeting, but, if she is not able to do this, Cllr Lawson will provide a verbal report.
Members are invited to discuss the matter.
- 221 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.
- 222 Minutes of the Meeting (7 September 2020)**
– for approval (enclosed)
To receive and approve the Minutes of the meeting held on

7 September 2020 for signature by the Chairman.

223 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 7 September 2020

No.	ISSUE	ACTION	BY WHOM
1.	Speeding issues along the road from Riley Lane to Fingerpost Junction	Letter to Highways Department	Cllr C Higham
2.	Planning for the Future	Prepare consultation responses & circulate to members; Submit to NALC	Cllr R Lawson The Clerk
3.	Cheques & other documents for signature	Cheques & other documents signed & posted	Cllrs R Lawson & R Darbyshire & the Clerk
4.	Social Media Plan	Incorporate into Community Engagement Strategy & circulate to councillors	Cllr R Lawson
5.	Facebook	Set up all members as Admins Gatekeeper Regular posts One post a week	The Clerk Cllr R Lawson Councillors Cllr C Hatherall
6.	Newsletter	Article about Council; Article about Facebook; Complete set up, investigate costs of printing and place order if below £50;	Cllrs R Lawson Cllr A Goodman Cllr C Hatherall

		Distribute hard copies to homes; Copy on Facebook	Councillors The Clerk
7.	Bubblefest & Fete	Contact Keith Bergman about arranging dates for September & May respectively	The Clerk
8.	ID Badges	Request for photos from members who would like an ID badge	The Clerk Councillors

Members are invited to provide updates on progress with regard to the above.

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

Members are invited to update the Council on progress with the above actions, if the matter is not otherwise included on the agenda.

224 Planning Applications

– for consideration & approval. (enclosed)

At the time of preparing this agenda there were no new planning applications to bring to the Council's attention.

Cllr R Lawson prepared responses to the Planning for the Future consultation. These were circulated to members for comment and have now been submitted to NALC.

Members are invited to retrospectively approve the responses.

225 Dates of Events to be Held at Haigh Woodland Park

– for agreement (enclosed)

Keith Bergman has written to say that IHL would be happy to host both the Bubblefest in September and a Parish Fete in May, subject to Covid regulations permitting and provided that there are no financial or staffing implications for IHL. He has also forwarded the relevant booking form, which includes a risk matrix. The form is enclosed for members' information.

Members are invited to agree proposed dates.

226 Concert 2021 - for discussion and agreement

As members are aware the concert planned for VE Day earlier this year had to be cancelled. Members are invited to discuss the possibility of arranging another concert for 2021.

227 Meeting with Wigan Council Officers - for agreement

A virtual meeting with Wigan Council officers has been arranged for 24 November at 1pm.

Members are invited to agree subjects for discussion for submission to Wigan Council prior to the meeting.

The following were proposed at the last meeting:

- Speeding Issues
- Progress with Haigh Hall

228 Complaints Procedure – for adoption (enclosed)

Enclosed is the proposed Complaints Procedure. It is a legal requirement for the Council to adopt one. Complaints against councillors can, by law, only be heard by Wigan Council's Audit, Governance and Standards Committee. The Complaints Procedure is intended for use in dealing with complaints made against the Council and has to, again by law, be displayed on the Council's website.

Members are invited to review and adopt it.

229 Community Engagement Strategy

– for approval (enclosed)

The Community Engagement Strategy has been updated to incorporate social media policy. The updated draft is enclosed. Members are invited to review the document and approve the revised Strategy.

230 Parish Newsletter – for information & agreement

To receive an update from Cllr C Hatherall on progress with publication of the newsletter.

Members are invited to agree the best way forward.

231 Asset Register 2020/21 – for approval (enclosed)

The updated Asset Register for 2020/21 is enclosed. There have been no changes.

Members are invited to review and approve the Asset Register.

232 Remembrance Sunday

– for information & agreement. (enclosed)

(a) Remembrance Sunday this year is on 8 November. Parish councillors usually join the Remembrance Parade and Service at Aspull War Memorial and a wreath is laid on behalf of the Council by the Chairman. Documents containing information about the arrangements for this year are enclosed. The sections that apply to the Parish Council are highlighted. There will be no Service at Aspull and no formal Act of Remembrance at the Cenotaph. However, there will be opportunities throughout the day for the Chairman or another representative of the Parish Council to lay a wreath. The Parish Council usually make a

donation of £100 to the Royal British Legion for the wreath.

Members are invited to agree and approve the donation and the best way forward with regard to the laying of the wreath.

(b) Two years ago the Parish Council purchased 50 poppies which have been displayed on lamp posts in the Parish throughout November. As Wigan Council are not permitting this practice in 2020, we will not be able to go ahead with it this year.

233 Accounts 2020/21 – for approval

Income: **£nil**

Expenditure:

No	PAYEE	NARRATIVE	NET	VAT	PAYMENT
11	Employee No.1	Salary (Sept & Oct)-net	£355.60	N/A	£355.60
12	HMRC	Tax (Sept & Oct)	£ 89.00	N/A	£ 89.00
13	Employee No.1	Lanyards Tomorrow	£ 6.73	£1.35	£ 8.08
14	Royal British Legion	Donation for wreath (tbc)	£100.00	N/A	£100.00
15	Employee No.1	Wigan MBC-Licensing	£ 20.00	N/A	£ 20.00
	Total:		£571.33	£1.35	£572.68

Balance at bank on 2 October 2020 = **£6,224.03**

The following prior payments had not been presented as at 2 October 2020:

LALC/NALC (annual sub) = £186.53
TOTAL = £186.53

Estimated Balance at bank after the above expenditure and unrepresented payments = **£5,464.82**

234 Clerk's Report – for information. (enclosed)

235 Finance Workshop – for information & approval (enclosed)

Enclosed is the information and booking form for a Finance Workshop being provided by Parish & Town Training Lancashire in December. The workshop is being delivered via Zoom.

Members wishing to join the workshop are entitled to have the fee of £25 paid for by the Council, which must approve the payment.

236 Dates of Meetings 2021 – for approval (enclosed)

237 Date of Next Meeting: 7 December at 6:30pm

Please let the Clerk know if you intend to join the meeting by emailing **clerk.haighpc@gmail.com** by **Saturday, 17 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

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