

# HAIGH PARISH

## The Next Ordinary Meeting of the Parish Council

### WILL BE HELD IN

### ST DAVID'S PARISH HALL, HAIGH

**MONDAY 2 DECEMBER 2019 at 6:30pm**

### Agenda

**103 Apologies for Absence**

- to receive apologies from councillors.

**104 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.

**105 Neighbourhood Planning**

– *for discussion and agreement* (enclosed)

Please welcome David Kearsley from Wigan Council, who will be discussing how to begin the process of preparing a Neighbourhood Plan for Haigh Parish and, for the benefit of members who are new to the Council, provide an overview of the whole process. Members are asked to bring to the meeting issues that they would like a neighbourhood plan to address. Enclosed is a report sent by Cllr R Darbyshire.

**106 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.

**107 Minutes of the Last Ordinary Meeting (21 October 2019)**

– *for approval* (enclosed)

To receive and approve the Minutes of the Last Ordinary meeting of the Council held on 21 October for signature by the Chairman.

**108 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 October.

Advance notice has been provided wrt the following:

Traffic on the B5329 – update from Cllr C Higham

Parish Council Benches – Cllr C Higham

Haigh Woodland Park Phase II – update from Cllr R Lawson

Updates (if any) are also invited on the following:

Pavement Clearing/Footpaths – Cllr C Higham

Environmental Issues – Cllr I Parker

INNS – Cllr P Kenyon

## 109 Planning Applications – *for comment*

|                  |   |  |
|------------------|---|--|
| A/19/86710/RET   | Toddington Farm,<br>Toddington Lane, Haighm                       | Change of Use of land to commercial wood storage and wood chipping<br><i>(representation made – expected decision level unknown – decision awaited)</i>                                      |
| A/19/87674/FULL  | Grazing land northeast of the Alms Houses,<br>Hall Lane, Wigan    | To construct new menage with stables<br><i>(representation made wrt re-submitted application)</i>  |
| A/19/86882/FULL  | Woodland south west of Hanfield,<br>Hall Lane, Wigan              | Construction of equestrian menage with the erection of 5 stables, hay barn, tack room, toilet & septic tank<br><i>(representation made – decision made 11/11/19 – application withdrawn)</i> |
| A/19/88156/ADVLA | Highway verge junction of School Lane with Meadow Pit Lane, Haigh | To retain two freestanding signs   |

To date there have been no replies to any of the correspondence sent to the LA in relation both to specific planning applications and concerns about the reliability and completeness of information on the Planning website.

*Members are invited to consider the applications and agree representations, if necessary.*

- 110 Community Engagement Strategy – for adoption** (to follow)  
Cllr C Hatherall is preparing the proposed policy document for the Parish Council’s Community Engagement Strategy. This will follow once it is ready.

*Members are invited to consider it and adopt it.*

- 111 Parish Council Logo – for approval** (enclosed)

Cultivate Creative, the company that designed the flyer for the social, have sent a set of proposals for a logo. It is enclosed for members’ consideration. They have asked that the Parish Council select their preferred option(s) so that they can further refine them.

*Members are invited to consider and agree their preference(s) for the logo.*

- 112 Availability of Haigh Woodland Park for Events in 2020**

*– for information and agreement*

The Chairman and Cllr C Hatherall met with Mr K Bergman of Inspiring Healthy Lifestyles to discuss dates in 2020 when it would be possible for the Parish Council to book areas of Haigh Woodland Park for the Council’s events and to book tentative dates in the HWP diary. They will share those dates with the remaining members of the Council during the meeting.

*Members are invited to consider and agree the dates.*

- 113 VE Day Celebrations – for discussion & agreement**

An idea has been put forward by Cllr C Higham, who will lead on it during the meeting. He has suggested that, if we would like a fundraiser and to raise the profile of the Parish Council, one possibility would be to organise a May Ball to coincide with VE Day. Cllr Higham has contacts with the Wigan Music Continuum who organise the jazz festival and Wigan Jazz Club – if available, they could provide the band. Fancy dress would be optional, there would need to be lots of bunting and 1940s music to accompany dancing of the period. We would need an instructor on the microphone to organise our two left feet. Because of the unreliability of the weather, an indoor space would need to be identified. Haigh Hall itself would be ideal, but, until the ownership issue is clarified, this will not be possible.

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

- 114 Meeting with Wigan Council Officers at Wigan Town Hall**

*- for discussion and agreement*

The LA have suggested the following as possible dates for the meeting with senior Wigan Council officers:

13 February at 10 am

25 February at 3 pm

We have also been asked to provide a list of topics/issues which members would like to raise with the officers.

*Members are invited to agree (a) a date for the meeting and (b) a list of topics/issues for discussion at the meeting.*

## 115 Removal of Heritage Lighting from Hall Lane

– for discussion & agreement

A resident recently raised the issue of the heritage lamp standards in Hall Lane. There were two or three of them and it seems they have recently been replaced by modern lamp standards, resulting in local residents being up in arms. This is a conservation area and residents take the view that, if the lamp standards needed to be replaced, they should have been replaced by heritage-style lamp standards. The LA's Street Lighting Department have been consulted by the Clerk. Officers have advised that the lamp standards in Hall Lane were not covered by the conservation area regulations. The old heritage-style lamp standards had originally been introduced in the 1970s and were deteriorating. The lamps had been replaced several years ago by LED lights which were not heritage-style. It would have been possible to replace these lamp standards (together with lamps) by heritage-style equipment, but this would have been extremely expensive.

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

## 116 Appointment of Internal Auditor 2019/20 – for approval

Heelis & Lodge carried out the Internal Audit of the 2018/19 accounts for the first time this year. Everything worked smoothly. The fees for the internal audit (£50) for 2019/20 will be the same as this year. There is a possibility that the carriage fee of £15 may increase slightly, but that is beyond the auditors' control.

*Members are invited to approve the appointment of Heelis & Lodge as the Parish Council's internal auditor for 2019/20.*

## 117 Accounts 2019/20 – for approval

### Income

Crazy Golf Day = £139.10                      **TOTAL = £139.10**

### Expenditure:

| No | PAYEE                         | NARRATIVE               | NET            | VAT           | PAYMENT        |
|----|-------------------------------|-------------------------|----------------|---------------|----------------|
| 24 | Employee No.1                 | Salary (November) (net) | £161.28        | N/A           | £161.28        |
| 25 | Employee No.1                 | Mileage                 | £ 5.20         | N/A           | £ 5.20         |
| 26 | HMRC                          | Tax (November)          | £ 40.60        | N/A           | £ 40.60        |
| 27 | St David's Haigh & Aspull PCC | Room rent (December)    | £ 20.00        | N/A           | £ 20.00        |
| 28 | Heelis & Lodge                | Internal Audit          | £ 65.00        | N/A           | £ 65.00        |
| 29 | Cultivate Creative            | Logo Design deposit     | £ 62.50        | £12.50        | £ 75.00        |
| 30 | C Horridge                    | Lamp post poppy display | £ 50.00        | N/A           | £ 50.00        |
|    | <b>Total:</b>                 |                         | <b>£404.58</b> | <b>£12.50</b> | <b>£417.08</b> |

Balance at bank on 31 October 2019 = **£5,875.27**

The following prior payments had not been presented by 31 October 2019:

St David's Haigh PCC = £20.00

Royal British Legion = £100.00

**TOTAL = £120.00**

Estimated Balance at bank after the subtraction of the above prior payments and the above expenditure = **£5,338.19**

*Members are invited to approve the above expenditure.*

**118 Quarterly Budget Monitoring** – *for review and approval* (enclosed)

Most cost centres are on line.

The new cost centre of ‘Community Engagement’ is currently showing an overspend of £110. This is due to the payment of the deposit for the design of the logo and the lamp post poppy display. The total cost of the logo design (£250) and the installation and removal of the lamp post poppies (£50) were approved at the meeting in October and, once settled completely, will create an even larger overspend.

*To balance this overspend members are invited to approve the virement of £300 from the ‘Contingency’ cost centre to the ‘Community Engagement’ cost centre to cover the amount already spent and future expenditure under this banner.*

**119 Preliminary Budget 2020**

– *for consideration & agreement* (enclosed)

Preliminary preparation of the budget for 2020. Wigan Council have confirmed that they will once again provide a Council Tax Support grant of £1,032 to the Parish Council, but have added the caveat that this may not happen again in future years.

*Members are invited to consider and agree the preliminary budget.*

**120 Clerk’s Report** – *for information* (enclosed)

**121 Date of Next Meeting:** Monday, 20 January 2019

**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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