

HAIGH PARISH

The Next Ordinary Meeting of the Parish Council

WILL BE HELD IN

ST DAVID'S PARISH HALL, HAIGH

MONDAY 21 JANUARY 2019 at 6:30pm

Agenda

- 331 Apologies for Absence** - to receive apologies from councillors.
- 332 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.
- 333 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.
- 334 Minutes of the Meeting (3 December 2018)**
– *for approval* (enclosed)
To receive and approve the Minutes of the meeting held on 3 December for signature by the Chairman.
- 335 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.
- 336 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.

337 Greater Manchester Spatial Framework Consultation

– for discussion and agreement (enclosed)

The consultation on the revised draft of the GM Spatial Framework began on Monday, 14 January. Responses are invited by 18 March. As the main document is 443 pages long and the smaller overview document does not appear to be very user friendly when printed on A4 paper, they are being circulated by email only. Members who do not have online provision at home may access the documents online at any library in the area. *Members are invited to consider the document and agree a response.*

338 Haigh Windmill – for information

At the meeting in December the Clerk was asked to find out whether Keith Bergman of Inspiring Healthy Lifestyles had any responsibility for the maintenance of Haigh Windmill and, if not, whether he could let the Council know who did have that responsibility. As Mr Bergman replied that the windmill did not come under his jurisdiction and he was not able to inform the Council who was responsible, the Clerk contacted the current Director of Environment. A response to this enquiry has been received from the Greenheart Project Officer:

“It has been agreed that the Strategic Manager (Buildings and Facilities Management) will organise a visual inspection of the windmill (survey) which sets out the work that needs to be done over the next few years with indicative costs.

Once we have the survey back we can consider the next steps in terms of ongoing maintenance and any match funding opportunities.

We will be back in touch when the survey work is available for further discussion.”

The Clerk was also asked by Mr Purcell to provide the names of any officers with whom the Council's representatives had discussed possible sources of funding. This request was complied with.

The Clerk has so far not received a reply to her enquiry about the possibility of engineering staff at Trencherfield Mill testing the mechanism to establish whether it still functions.

339 Canal & River Trust – for discussion and agreement

Cllr C Hatherall will lead a discussion on the possibilities in relation to the improvement of canal banks in the Parish.

Members are invited to agree the best way forward.

340 GDPR: Subject Access Requests - for adoption (enclosed)

Under GDPR each individual has a legal right to access any personal data that a data controller holds on him / her. The data controller – in this case the Council - must provide that data within a month of receiving a bona fide request. Needless to say, the identity of the requestor must be verified before the information is provided. To ensure data security, there must be a Policy in place and a procedure

to follow. A document based on a model prepared by consultants commissioned by NALC containing both js enclosed.

Members are invited to consider and adopt the document.

341 Accounts 2018/19 – for approval

Income = **£nil**

Expenditure:

No	PAYEE	NARRATIVE	NET	VAT	PAYMENT
23	St David's Haigh & Aspull PCC	Room rent	£ 20.00	N/A	£ 20.00
24	Employee No.1	Salary (Dec, Jan)	£312.66	N/A	£312.66
25	Employee No.1	Mileage, postage	£ 5.20	N/A	£ 5.20
26	HMRC	Tax	£ 35.00	N/A	£ 35.00
Total:			£372.86	N/A	£372.86

Balance at bank on 2 January 2019 = **£5,412.95**

The following prior payments had not been presented by 2 Jan 2019:

St David's Haigh & Aspull PCC = £20.00 x 2

Total = £40.00

Estimated Balance at bank after the above prior payments and the above expenditure = **£5,000.09**

Members are invited to approve the above expenditure.

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

The figures have been updated to include budgetary expenditure up to the end of January 2019 and a previously approved virement.

Most cost centres are on line. However, the 'Clerk's Salary' cost centre is likely to show an overspend by the end of March. This is mainly due to a higher than expected pay increase at the beginning of FY2018 and insufficient provision being made for it at the time when last year's budget was approved. To cover the additional cost to the end of March it will be necessary to vire £114 from 'Contingency'.

Members are invited to approve the above virement.

343 Budget & Precept 2019 – for discussion and approval (enclosed)

Version 2 of the proposed budget, based on 2018/19 expenditure, is enclosed. The figures in version 1 were agreed in principle in December, when several administrative increases had been estimated, since actual figures were not all yet available. As actual figures have become known the document has been updated.

The LA have now confirmed that the tax base for the 2019 precept will be 291. This means that, if the precept levied on individual properties remains unchanged, the tax base will generate a precept of £1,854 - £37 more than in 2018.

It was agreed in principle that the Band D levy would be increased by 20p for the year. Increasing the precept to £1,913 (£96 actual) would

result in a 3.2% increase to individual households, i.e. for a Band D property the precept will increase from £6.37 to £6.57.

Members are invited to consider the information and approve the budget and precept.

344 Clerk's Report – for information (enclosed)

345 Any Other Business

Buckingham Palace Garden Party – for agreement (enclosed)

LALC are inviting nominations for the ballot for places at the annual Buckingham Palace Garden Party in May. Information and a nomination form are enclosed.

Members are invited to agree the best way forward.

346 Dates of Meetings – for agreement (enclosed)

Enclosed is an amended list of dates for meetings in 2019, as agreed at the meeting in December – with one exception. The date of the meeting in July has, after consultation with the Chairman, been changed from 8 July to 1 July. The change is necessary because the Clerk already has another work commitment on Monday, 8 July.

Members are invited to approve the amendment.

Date of next meeting: Monday, 18 March at 6:30pm.

POTENTIAL CONFIDENTIAL INFORMATION

347 2019 Salary Scales – for approval (enclosed)

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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