



**An Ordinary Meeting of the Parish Council  
WILL BE HELD IN ST DAVID'S PARISH HALL  
MONDAY 3 JULY 2023 at 6:30pm**

**Agenda**

**28 Apologies for Absence**

To receive apologies from councillors.

**29 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.

**30 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.

**31 Minutes of the Annual Meeting of the Council (16 May 2023)**

– for approval (enclosed)

To receive and approve the Minutes of the Annual Meeting of the Council held on 16 May 2023 for signature by the Chairman.

**32 Matters Arising – for information only**

An opportunity for members of the Council to report on any matters that have arisen since the meeting in May that are not otherwise included on the agenda.

**33 Planning Applications – for consideration & agreement**

A/21/92629/MAJOR	Leyland Mills Leyland Mill Lane Wigan WN1 2SB	Residential development of 10 four storey four bedroom detached dwellings and 7 three storey five bedroom
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		detached dwellings, etc following demolition of existing mill buildings (Representation submitted - presumed awaiting Planning Committee meeting date – next meeting is on 11 July 2023)
<a href="#">A/22/94184/FULL</a>	Rothwells Stud Sennicar Lane Wigan WN1 2SN	Erection of four detached dwellings, following demolition of indoor riding arena, stables and store (Objection submitted – awaiting decision)
<a href="#">A/23/95538/HH</a>	14 Woodlands Park Close, Wigan, Wigan, WN1 2SD	Single storey extension to rear with roof terrace
<a href="#">A/23/95642/VAR</a>	Adventure Playground, Haigh Woodland Park, School Lane, Haigh, Wigan	To vary condition 2 of a/22/94261/1a to allow development

Members are invited to note the current status of the above applications with regard to which the Council have submitted representations, consider any new applications submitted since the last meeting and agree the best way forward.

### **34 Meetings with Wigan Council's Senior Officers**

#### **(a) Feedback from Meeting Held on Tuesday, 27 June 2023**

– for information

Members are invited to provide feedback from the meeting held recently via MS Teams.

#### **(b) Dates of Future Meetings - for agreement**

Wigan Council have put forward the following dates for meetings during the remainder of the municipal year:

- Thursday, 21 September 2023
- Tuesday, 12 December 2023
- Monday, 18 March 2024

All will begin at 4pm and will be held via MS Teams.

Members are invited to agree the above dates.

### **35 Listing of Viaduct Over the River at Leyland Mill Lane**

– for consideration and agreement

Cllr Andrew Keogh has looked into the listing process. He has found that the position is that anyone can apply to have a building / structure listed.

Having looked at the general guidance:

<https://historicengland.org.uk/listing/apply-for-listing/>

he has found that these emerge as the key points to focus on:

"We only take forward applications where the building or site

Is something capable of being listed, scheduled or registered and it falls under one of the following:

Is under serious threat of demolition or major alteration

Is within the remit of one of our strategic listing priorities

Has very strong potential for inclusion on the NHLE. See our Listing Guidance"

It is not, therefore, just a matter of making a request; a compelling case must be advanced.

Page six, para 2.1 of this document sets out more detail:

<https://historicengland.org.uk/images-books/publications/dlsg-transport-buildings/heag120-infrastructure-transport-lsg/>

If the Parish Council wishes to take this forward, Cllr Keogh suggests the best way forward may well be to propose it via Vocal Eyes and see whether a working group of interested people, with a relevant skill set, could be established.

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

**36 Haigh Parish Award – for discussion & agreement**

At the meeting in March it was agreed that the Parish Council would present an award to people who make a valuable contribution to Parish life. A formal Policy and associated documents were adopted.

Cllr Andrew Keogh was delegated to explore gift ideas in relation to the award and is invited to provide an update on progress.

Members are invited to agree the best way forward.

**37 Christmas Lights – for discussion and agreement (enclosed)**

Following a request made by a resident and a consultation via social media, it was agreed to look into the possibilities with regard to

Christmas lighting in the Parish. The Wigan Council Street Lighting officer responsible for dealing with festive lighting is attending

Shevington Parish Council's meeting on Wednesday, 28 June to discuss the lighting for the centre of Shevington. As part of the research Cllr

Andrew Keogh joined the meeting to find out more about what is possible in Haigh. Cllr Keogh's report is enclosed.

Members are invited to discuss and agree the way forward.

**38 Community Safety Charter - for discussion and agreement**

Members are invited to review the following in advance of the meeting and discuss whether Haigh Parish Council should be a signatory and advance the aims of the Community Safety Charter.

Background reading: <https://www.ourwatch.org.uk/charter>

**39 Internet Connectivity in Haigh Parish**

- for discussion and agreement (enclosed)

Members are invited to read in advance and discuss the attached paper, with a view to authorising its publication.

**40 Casual Vacancy - for discussion and agreement (enclosed)**

Newly elected Cllr Emily Hetherington resigned from the office of councillor in May because of unexpected additional family commitments. The Casual Vacancy was announced by the Returning Officer soon afterwards. The Elections Officer has written that she has not received any requests for an election, so the Parish Council may now set the process for co-opting a new councillor in motion.

The procedure is enclosed.

Members are asked to note the following:

- Under the Council's statutory equality duties the vacancy for a co-opted member has to be advertised.
- The earliest date on which a new member could be formally co-opted would be at the September Council meeting.

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

**41 Internal Audit 2022-23 - for approval (enclosed)**

The Parish Council's internal audit has been completed. Enclosed are the Internal Auditor's report for 2022-23 and the Annual Internal Audit Report, which forms part of the Annual Governance and Accountability Return 2022-23.

Members are invited to review, accept and approve both documents.

**42 Accounts 2023-24 – for approval**

Income :

Bubblefest stall fees = £875.00

HPC Bubbling stall = £351.76

Eventbrite ticket sales for Bubblefest = £11,610 (due on 3 July)

Bubblefest ticket sales on the day = £485.00

Cash introduced for float (Bubblefest) = £300.00

**TOTAL = £13,621.76**

## Expenditure to 5 July:

No	PAYEE	NARRATIVE	NET	VAT	PAYMENT
7	Councillor No.1	C reader test refund	£ 1.00	N/A	£ 1.00
8	Employee No.1	Float refund	£ 300.00	N/A	£ 300.00
9	Stallholder	Partial fee refund	£ 50.00	N/A	£ 50.00
10-12	Performers x 3	Fees	£1150.00	N/A	£1150.00
13	Digi Impressions	Bubblefest posters	£ 30.00	£6.00	£ 36.00
14	Digi Impressions	Newsletter	£ 203.00	N/A	£ 203.00
15	J&J Forster	Meal vouchers	£ 145.50	N/A	£ 145.50
16	Employee No.1	Salary (June)	£ 183.17	N/A	£ 183.17
17	HMRC	Tax (June)	£ 45.80	N/A	£ 45.80
18	Employee No.1	Mileage	£ 15.60	N/A	£ 15.60
19	Wigan NE PCC	Room rent (July)	£ 20.00	N/A	£ 20.00
20	Heelis & Lodge	Internal Audit fee	£ 130.00	N/A	£ 130.00
21-22	Performers x 2	Fees	£ 800.00	N/A	£ 800.00
<b>Total:</b>			<b>£3074.07</b>	<b>£6.00</b>	<b>£3080.07</b>

Balance at bank on 2 May 2023 = **£15,917.69**

Estimated balance at bank following receipt of above income and above expenditure = **£26,459.38**

Members are invited to approve the above payments.

**43 Quarterly Budget Monitoring** – for review (to follow)

**44 Clerk's Report** – for information (to follow on the day)

**45 Bubblefest 2023** – for information, approval and agreement

The Bubblefest went ahead as planned on 25 June. Two working group planning meetings took place via MS Teams following the Annual Meeting of the Council on 16 May and a site meeting took place on Wednesday, 21 June. Notes of all working group meetings and other documents relating to the Bubblefest are available in the shared folder on OneDrive. Some will continue to be updated for a while.

Members are invited to provide brief feedback on the event and approve the following decisions taken during the planning meetings retrospectively:

(a) The Parish Council will run the Crazy Golf on 13 August rather than on 25 August. Cllr Andrew Keogh and his son will run it on behalf of Council. Cllr Bobbie Darbyshire will provide cover if they would like a break.

(b) Bottled water will be purchased and made available for volunteers.

(c) Food vouchers to the value of £10 will be made available to volunteers. They will be redeemed by J&J Forster at their catering stall.

Members are also invited to consider the way forward.

**46 Date of Next Meeting:** 4 September 2023

**Please let the Clerk know if you intend to join the meeting by emailing [clerk.haighpc@gmail.com](mailto:clerk.haighpc@gmail.com) by Saturday, 1 July 2023.**

**Copies of Parish Council Minutes are lodged at Aspull Library and may be accessed online on Wigan Council's website.**

*K Pilkington*

**Krystyna Pilkington  
Clerk to Haigh Parish Council - 01257 473022**