



Dear Councillors

You are summoned to attend the Full Council meeting of Haigh Parish Council to consider the items on the attached agenda. If you are unable to attend, please submit your apology to the Clerk in advance of the meeting.

Full Council

Monday, 27 January 2025, 7.00 pm
St David's Parish Rooms, Haigh

A minute's silence will be held in remembrance of the Clerk Krystyna Pilkington following her passing away on 20 November 2024.

Agenda

1. Apologies for absence

2. Declarations of Any Interests

Members are reminded of their responsibility to declare an interest in respect of any matters contained or brought up at any point in the meeting, in accordance with the current code of conduct. Council will consider dispensation requests.

3. Minutes of the previous meeting

Due to unforeseen circumstances the meeting due to held on 2 December 2024 was cancelled.

4. Public Participation

Matters brought to the Parish Council by residents. The Chair may limit a member of the public to 3 minutes of speaking to ensure the smooth running of the meeting. Typically, this session will be limited to 20 minutes, although this may be extended at the discretion of the Chair.

FINANCIAL ITEMS

5. To consider and agree the 2025/26 Precept, and Council Tax letter.

6. To consider and agree purchases: Mobile, IT Equipment, Email and compliant Website

OTHER MATTERS

7. Appointment of Parish Clerk and Responsible Financial Officer

To confirm the appointment of a Locum Clerk for a temporary period.

8. Planning Enforcement Decision – Punjabi Arena

9. Leyland Mill Housing Development - Lighting

10. Bubblefest 2025

11. Any Other Business

12. Exclusion of Press and Public

13. Acting Clerk's Report

Update on recent matters affecting the future running of the Parish Council and agree next steps.

2025/26 PRECEPT

Presented by:	Paul Kenyon, Chairman
Prepared by:	Dianne Scambler, Acting Clerk
Executive Summary	This report provides information to form a discussion about the 2025/26 Precept.
Recommendation/Required Action	Council is asked to agree the 2025/26 Precept, and wording for Council Tax letter.

1. Introduction and background

Last year's precept was significantly increased (100%) on the basis, that there had either been no increase or very little increased for several years, which resulted in the money raised not being sufficient to cover routine expenditure, which was increasingly being subsidised by general reserves.

2. 2025/26 Budget and Precept

Due to the Council being unable to currently access its Bank Account or financial accounting records, it has not been possible to present a draft budget for 2025/26 at this time. The following information has been taken from those minutes relating to the financial activity of the Council over the year, to support Councillors in making their decision in relation to the 2025/26 precept.

At last year's Council meeting, when the 2024/25 Precept was agreed. The Council approved a budgeted expenditure of £13,929 (including an expenditure contingency of £500) and set a precept of £8,400 for the financial year ending 31 March 2025. The total reserves were estimated at that time to stand at £17,107 on 1 April 2024.

According to the minutes of the last meeting held on 28 October, the estimated bank balance stood at 28,826.30, with expenditure approved for September and October. The meeting due to be held on 2 December 2024 was cancelled, so there is no further financial information available to date. However, looking over the past couple of years, the main expenditure during this period (November to January) mainly relates to the Clerks wages and travel expenses.

3. Haigh Windmill

Upon reviewing the minutes, there has been some conversations relating to the ongoing maintenance of the Haigh Windmill, the current Parish Council reserve of £1000, was to be bolstered by £750, which was agreed to be transferred from Wigan Civic Trust at the October meeting. It was further agreed to explore the future preservation with Wigan

Council, in a bid to work more collaboratively together on its ongoing maintenance, and to ascertain, if other funding sources may be available.

A previous decision by the Parish Council had been to add £300 annually to the reserve. However, this decision was not actioned, due to the setting of a low precept for a number of years.

Given that the routine maintenance has not been carried out for some time, the Parish Council may consider it prudent to increase the current reserves, whilst it continues to explore alternative resources.

4. Council Tax Letter

The Parish Council is asked to provide a form of words for inclusion in the Council Tax Documentation, that is circulated to the residents of Haigh Parish. The letter will be from the Chair, on behalf of the whole Council.

The 2024 letter is attached for information.

5. Council Tax Support Grant

It must also be noted that at the time of writing, confirmation has not yet been received from Wigan Council of their intention to award Haigh Parish Council a Council Tax Support Grant. Last year's grant was £1,079.

6. Recommendations

The Council is asked to agree the Precept for 2025/26 and wording for the Council Tax letter, to be submitted to Wigan Council before the 29 January 2025 deadline.

Haigh Parish Council

Dear Residents of the Parish of Haigh,

You will have noticed that the precept you pay on your Council tax that goes to Haigh Parish Council has increased by 100%. While this may seem a large increase, it is, in fact, a modest sum per household per week on average (e.g. 28p for Band D and 55p for Band H). The reason for this increase is that for many years the precept remained very low at 12p per household per week (Band D) and the total amount raised (less than £2,000 per year) was far lower than our running costs. This was an unsustainable situation that would have eventually resulted in the insolvency of the Parish Council. In recent years we have started to increase public awareness of the Council and have had some success in providing more litter bins, clearing overgrown public footpaths and roadside verges and holding a very popular Bubblefest. We hope to continue working with our residents and visitors to improve our Parish and to be a voice between the residents of Haigh Parish and Wigan Council.

Councillor Paul Kenyon

Chair, Haigh Parish Council