



# POLICY & GENERAL PURPOSES COMMITTEE MEETING

**WEDNESDAY 5 JUNE 2024 ~ 7:00 P.M.**  
**THE COMMUNITY CENTRE AT VICARAGE LANE FIELDS**

If you are attending, you are welcome to observe Covid-19 guidelines, if you wish.

## AGENDA

1. **Apologies** – to receive apologies from Committee members.
2. **Declaration of Interests** - to receive any declarations of interest (personal and/or prejudicial) 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 on 17 May 2023. 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.
3. **Village Issues – for information**  
To receive reports relating to the legitimate business of the Council from Committee members and Council officers (Committee members are asked to advise the Clerk in advance of any reports – including the subject matter they wish to make.)
4. **Minutes of the Last Policy & General Purposes Committee Meeting (10 April 2024)**  
- to consider, agree and approve the signature of the previously circulated Minutes by the Chairman as a correct record of the meeting (enclosed).
5. **June Newsletter - for approval** (enclosed)  
The newsletter is due to be published on 19 June 2024. The text currently available for the newsletter is enclosed. Members are invited to approve it.  
(Co-opted Committee members may vote on this.)
6. **Shevington Fete Stall Rota – for agreement**  
Shevington Fete is on Saturday, 22 June. It opens at 11am and closes at 4pm. The Parish Council have booked a stall indoors. We haven't yet been told where our stall will be based, but we need to set up a rota for manning the stall during that period of time. We need at least one member – ideally two members – to cover each slot:  
11am to 1pm  
12 noon to 2pm  
1pm to 3pm

2pm to 4pm

Consequently, the time slots have been staggered so that they overlap and make it easier for two people to be in place at busy times.

**7. Forest Fold Bowling Green Open Day – for approval**

Shevington Village Bowling Club are hoping to have an Open Day in July to, hopefully, raise some funds and also to attract new bowlers. They do not have a date yet, but it would be at the weekend. They are seeking permission to do this.

*(Co-opted Committee members may vote on this.)*

**8. Dates of Annual Inspection of Property - for agreement**

The Policy & General Purposes Committee's Annual Inspection of Parish Council Property is due to take place over three dates during the week beginning 5 August 2024:

Monday, 5 August: Memorial Park, Shevington Recreation Ground & Gathurst Lane car park and Vicarage Lane Fields – meet at Gathurst Lane car park at 6pm.

Wednesday, 7 August: Crooke Village and Otters Croft & Crooke woods – meet at Crooke Green at 2pm.

Thursday, 8 August: Forest Fold site, Stockley & Whiteacre parks – meet at Forest Fold at 6pm.

A minimum of three Committee members are needed to take part in each inspection.

Members are invited to agree the arrangements and indicate on which dates they will be available.

**9. Grass Cutting in Central Shevington**

The Shevington in Bloom co-ordinator has written to the Community Capacity officer at Wigan Council to express concerns about the quality of grass cutting in the public areas of central Shevington:

*“Our ‘in Bloom’ Group have a huge problem with the very poor quality of grass cutting at the area next to the Hospice shop and the area across the road.*

*The edges on both beds have been ignored and the grass is now above the fences around the beds. We had to bring a lawn mower to cut round the horseshoe bed at the hospice bed before we could plant - we don't have enough volunteers so can't be doing things like this.*

*The bed opposite the Hospice Shop is the worst as they have mowed over the daffodils and made no attempt to cut around the plough and pit tubs. The grass is so bad that we can't work in these areas and they are a mess.*

*I don't believe that the grass verges in Gathurst Lane were cut at all and I have been told the verges on Church Lane were badly cut too.*

*I have emailed the Area Manager about this but not got a reply - he may not work for the council anymore and I don't know who else to contact. I have also informed one of my local Councillors.*

*Lastly, I do not think any weed spraying has been carried out in the centre of Shevington - nettles up to my waist are growing along the Co-op Wall, amongst a wide variety of weeds.*

*There are more weeds in the centre of Shevington.*

*Can you please, either contact someone at Wigan Council about this or let me have a contact.”*

The same story is repeated throughout the Parish in areas maintained by Wigan Council.

Due to the prolonged periods of rain there has been much more growth this year than in previous years. The weather and ground conditions have also made it very difficult to mow anywhere using large equipment. The grounds maintenance team have reported that ground conditions in the main body of the park were such that it was touch and go as to whether the ride on mower would sink again.

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

*(Co-opted Committee members may vote on this.)*

**10. Link to Care Provider on Website**

We have received a request from the Marketing Manager at Helping Hands Home Care.

She is based at their offices at Aintree and has contacted the Parish Council regarding the possibility of adding their local care organisation to our website. She says that they aspire to help all the local communities around each of their branches and would love to be included on our website. The visitors to our website will be able to benefit from the wealth of information on their pages that covers all aspects of home care.

Helping Hands is the UK's foremost authority on domiciliary care, providing both live-in care and visiting care services. They're governed by the Care Quality Commission and collaborate very closely with the NHS to serve families all over the nation.

Their details are as follows:

Helping Hands Home Care Aintree  
Helping Hands Next Big Thing Offices - 18 Clock Tower Park, Longmoor Ln, Liverpool L10  
1LD  
0151 391 9985  
enquiries@helpinghands.co.uk  
<https://www.helpinghandshomecare.co.uk/our-locations/aintree/>  
Members are invited to agree the best way forward.

**11. Link to Flood Information on Website**

According to the Environment Agency, over two million people in England live and work in properties at risk of flooding from rivers or the sea, whilst more face flood threats from groundwater, surface water, sewers, and reservoirs.

At Gocompare, they have put together a guide to preparing for a flood and protecting property - <https://www.gocompare.com/household-tips/limiting-flood-risk-and-damage/>

In extreme conditions people won't be able to stop flood water, and they should always put personal safety above attempts to protect property and possessions. Despite this, there are steps that they can take to keep water out, to buy themselves time to preserve property and possessions, and to limit the damage that flood water does.

Gocompare think this information would be useful for our readers and wonder if members would consider linking to their guide at our website

<https://shevingtonparishcouncil.net/latest-news/>

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

**12. Double Yellow Lines at Vicarage Lane – for agreement (enclosed)**

Despite the efforts of the volunteer stewards at Vicarage Lane Fields on match days at the weekend there have been occasions so far this year when the situation with regard to parking outside the grounds has been difficult. The car parking spaces on site have been increased by 50%, but cars still need to park in the road. The stewards try hard to ensure that local residents are not inconvenienced by this, but people parking often choose to ignore their instructions. They are of the opinion that yellow lines are needed along the adopted road. A diagram with a more detailed explanation are enclosed. The sports clubs are seeking the Parish Council's support in this venture.

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

**13. Safeguarding Policy – for recommendation (enclosed)**

Although parish councillors and staff do not have unsupervised contact with children or vulnerable adults, it is necessary for the Parish Council to have a Safeguarding Policy in place. This is because the Parish Council provides facilities for children and some of its volunteers and staff may have either direct or indirect contact with children or vulnerable adults.

Enclosed is a personalised policy prepared from a template intended for parish councils. Members familiar with such policies will notice that it is significantly light compared to those in use in the education and care sectors. Parish councils are not required to have such detailed safeguarding policies, unless they are directly involved in activities where personnel have regular unsupervised contact with children and/or vulnerable adults on anything other than an occasional basis.

The only group of volunteers currently working on parish council property who do have direct contact with children are Shevington Village Bowling Club. They are compliant with this Policy.

*Members are invited to review the Policy and recommend it for adoption by the Council.*

The Society of Local Council Clerks provide modular online training in safeguarding. The course costs £30.

*Members are invited to consider recommending to the Council that the Clerk (in the first instance) should undertake the course and that it should be funded by the Council.*

**14. Planning Applications – to consider for comment**

At the time that this agenda was prepared there were no applications to bring to the Committee's attention.

**15. Dates of Next Meetings:**

26 June (Council); Week of 5 August (Annual Inspection of Property)

**OPEN TO THE PUBLIC AND PRESS**

*K Pilkington*

Clerk to the Parish Council