



Minutes of the Full Council Meeting, Wednesday, 22 January 2025, 7pm start at
Shevington Community and Recreation Centre, Vicarage Lane Fields, Shevington,
Wigan, WN6 8HP

Attending:

Councillors McKnight – Chairman, Brown, Grimes, Horridge, Thompson, Whiteley

Co-opted residents: Mr Crook, Mr Neve, Ms Stevenson, Mr Tomlinson

Members of public: 2

A moments silence was held in remembrance of the Clerk Krystyna Pilkington
following her passing away on 20 November 2024.

331. Apologies for absence – to receive apologies from Councillors

Cllrs Crosby, Diggle.

Need a sign in sheet

Not attending: Cllr Bridge

332. Declaration of Interests

Allotments Finance report Cllr Horridge

Village Residents Association Cllr Neve

333. Minutes of the Full Council meeting of 30 October 2024

Minutes not located yet.

334. Chairman and Councillors reports

Cllr Thompson raised uneven flagstones in memorial needing attention – referred for
prices to be obtained.

A resident raised that the Christmas tree fencing was a bit tall – it was explained it was
necessary due to the tree being at a junction.

Shop front competition updates – emailed photos around 19/12. Members had seen
and agreed with the choices of winners.

Chair suspended the meeting to allow a resident to speak.

A resident spoke about flooding in Stockley Mews – Wigan Council is assisting with
the problems and is attending to report the problems to the Parish Council.

A Councillor informed the resident about a funding source and the assistance from the
MP in a previous application.

Members discussed to try to identify where the water might be coming from eg. UU,
blocked drain etc. Suggested the resident get a specialist report or speak to a contact
at Wigan Council relayed to the resident.



335. Financial Items

335.1 Approve expenditures for this month

None to approve.

335.2 Consider and agree purchases required: mobile and IT equipment, email and consider a compliant website

Discussed IT equipment located and stored items which still need to be moved.

Members discussed a new Clerk will need IT equipment, mobile/number – to be able to function.

Resolved: Councillors agreed a budget of up to £800 for IT equipment and for the Council to purchase a SIM so the Council has a phone number.

Website for the Council needs to be fully accessible, owned and managed, prices for the built site range from approx. £300 to £1000. The email address are charged per address with the main 'clerk' one being included in the price.

Resolved: Council will obtain some comparative quotations from a few providers and return these to the next meeting.

335.3 Receive finance reports circulated

The financial reports prepared and circulated were discussed.

Bank update – problems with the forms at the bank. Balances at the end of December were healthy but some large expenditures went out recently.

335.4 Consider the Precept budget paper circulated and agree the precept

It was recommended for a 5% uplift on the previous years' precept, for 2025/2026 making the precept amount at £93,906.00.

The Council Tax Support Grant given in previous years supplied by Wigan Council is not yet confirmed.

Resolved: Council agreed a Precept of £93,906.00 which is a 5% increase.

Resolved: Council agreed the drafted wording which will go out with Wigan's Council tax bills.

Cllr Horridge and Ms Stevenson left the room as they have an interest in the following item.

Forest Ford rents – members discussed prices charged in other areas and it was suggested to increase the basic plot fee by £5.00 to £32.50 and then increase the sq/m price by 10%.

Total £2,186.00 this would be £286 more on last year.

Resolved: Council agreed to increase the basic plot fee by £5.00 to £32.50 and increase the sq/m price by 10%.

Allotment Tenancy Agreement has been paused but referred forward to the Policy Committee.



Lease and Bowling Green Charge – an investigation needs to be done to see if there is a 'fixed term charge period' then the fees cannot be raised for 2025/2026 but not then the recommendation would be to increase the lease by 5%.

Resolved: Council agreed an increase of 5% on the lease for 2025/2026 if no fixed agreement is found.

Council discussed making a decision to set a percentage rise for a number of years in the future ie, a three year percentage increase uplift per year.

Community Ownership Fund - It was reported that a response regarding this fund had been received saying that the fund had been closed. This response has been copied to the MP.

Council wanted to thank Cllr Grimes for all the financial reports, analysis and explanations with the limited information available.

335.5 Application for a grant – CVRA flood defences

Mr Neve left the room.

The request was made for £250.

Resolved: Council agreed a grant of £250.

336. Recruitment arrangements for the position of Clerk & RFO to the Council

Members added some specific additional duties which Shevington have such as allotments, gardens, Christmas trees, events etc. Rates of pay were corrected to the new rates from 01/04/24.

Resolved: Council agreed for the recruitment material to be sent out.

Resolved: Council agreed to advertise for a Locum Clerk.

337. Meeting arrangements for 2025

A schedule was circulated. Council agreed that Full Council meetings would go ahead but committees would be suspended until a Clerk is appointed.

Resolved: Council reviewed the schedule and agreed the full council meetings would take place and committees will be suspended until a Clerk is appointed.

Chair can call a meeting if business needs to be agreed.

Chair thanked Mike and Helen for all their work they have done in the last couple of months since we lost the Clerk.

Members discussed apologies and lack of apologies from elected members. It is important if a member cannot attend for some time, or has not attended for a number of months, that they request to have an apology accepted by Council. Non attendance for 6 months means that person is no long a Councillor.

Chair closed the meeting.

End 21.15