

# Shevington Parish Council

Clerk & RFO to the Council – Mr Michael Potts  
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## FULL COUNCIL MEETING

### Notice of Meeting and Summons to attend

**To: Council Members;** Cllrs M Grimes, C Horridge, W McKnight, T Bridge, J Brown, J Diggle, H Thompson, M Crosby, J Whiteley

Dear Councillor,

You are hereby summoned on 25th September 2025 to attend the Extraordinary Meeting of Shevington Parish Council which is to be held on **Tuesday 30th September 2025 at 19:00**. The meeting will be held in **Vicarage Lane Function Room, Vicarage Ln, Shevington, Wigan, WN6 8HP**

Members of the press & public are welcome; the meeting may be recorded in accordance with the openness of Local Government Bodies Regulations Act 2014.

#### **Note to Councillors:**

If you are unable to attend the meeting, please notify the clerk of your apologies

#### **Note to Public:**

Residents of the Parish wishing to address the council are advised to notify the clerk before 5pm on the day of the meeting. Permission to speak at the meeting will be at the discretion of the Chairman. If representation made is considered outside the remit of Shevington Parish Council, residents will be referred to the principal authority or other appropriate body.

## AGENDA

Chair: *Cllr W McKnight*

### **PART ONE**

**1. Apologies** – To receive apologies for absence and consider and reasons for acceptance  
(*Local Government Act 1972, Section 85*)

#### **2. Declarations of Interest**

##### **2.1 Code of Conduct – Declaration of Interests**

Members are reminded of their responsibility to declare any personal or prejudicial interest that they may have in any item of business on the agenda no later than when the item is reached.

##### **2.2 Localism Act 2011 – Dispensations**

Members are reminded of their responsibility to make a request for a dispensation to speak on any matter for which they have declared an interest.

**3. Minutes of the Previous Meeting (Appendix A)**

To approve the minutes of the Full Council meeting held on **Wednesday 24 September 2025** as a correct record (LGA 1972 s111).

**4. Confirmation of Direct Debits / Regular Payments (Appendix B)**

To confirm and approve the list of regular payments made by Direct Debit, Standing Order, BACS or corporate card, and note that these will be reported back in a payment schedule for Council/Finance Committee review and minuting.

**5. Date of Next Meeting**

To confirm the next ordinary Full Council meeting as Wednesday 29 October 2025 at 19:00.

**MEETING CLOSE**

Clerk to the Council

*M. Potts (25/09/2025)*

*\*Cllrs are kindly requested to raise questions with content of the agenda prior to the meeting and to notify of unavoidable absence to the clerk no later than 17:00 on the day of the meeting where possible.*

*\*\*Questions from the public may be emailed to the Council clerk no later than 17:00 on the day of the meeting to be read or taken as read for a response to be prepared for reply in the meeting under correspondence. At the discretion of the Chairman replies may be returned via email only depending upon the nature and content.*

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