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**Haigh**  
PARISH COUNCIL

Dear Councillors,

You are hereby summoned to attend the Full Council meeting of Haigh Parish Council to consider the items detailed on the attached agenda. If you are unable to attend, please submit your apology to the Acting Proper Officer.

**Full Council**

Monday, 27 October 2025, 7.00 pm

Venue: St David's Parish Rooms, Copperas Lane, Haigh

**AGENDA**

**PART ONE**

1. **Apologies for Absence** - To receive apologies from Councillors.
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 any dispensation requests.
3. **Minutes of the Previous Meeting** - To formally approve the minutes of the meeting held on 1 September 2025.
4. **Matters Introduced by Members of the Public** - An opportunity for members of the public to ask questions or make reservations. Typically, this session will be limited to 20 minutes, although this may be extended at the discretion of the Chair.

**COUNCIL BUSINESS**

**5. Financial Update**

- (a) Report from Acting Responsible Financial Officer
- (b) Review of banking arrangements and mandates
- (c) Payments authorisation since the last meeting
- (d) Payroll update.

**6. Appointment of Co-opted Councillors** To consider applications and fill current vacancies.

**7. Agreement of Draft Job Description - Parish Clerk** To review and agree the proposed Clerk/RFO job description prior to advertising.

**8. Governance Reviews** - To review and formally adopt the governance documents deferred from the September meeting (HPC 54 25):

- (a) Standing Orders (2025 Edition)
- (b) Financial Regulations (2025 Edition)
- (c) Code of Conduct (2025 Edition)
- (d) Risk Management Schedule
- (e) Social Media Policy
- (f) Privacy Notice
- (g) Information and Data Protection Policy.

**9. Protocol Proposal for Councillors and Clerk** - To consider the proposed communications and Google Drive access protocol (HPC 55 25).

**10. Planning Matters** - To consider planning applications received or decided within the Haigh Parish area.

**11. Councillor Updates**

- (a) Bridleways - Update from the Parish Bridleway Working Group.
- (b) Towpath - Update on works and funding for the canal towpath improvements
- (c) Windmill - Progress update and working group membership.

**14. Community Engagement -**

- (a) St David's School - 180 Years Celebration
- (b) Haigh Transformation Community Programme.

**15. Parking Restrictions on Hall Lane** - To discuss latest position and correspondence with Wigan Council.

**16. Christmas Lights** To review plans for Christmas lighting and decorations.

**17. Remembrance Day Wreath** Aspull British Legion – To approve arrangements for purchase and attendance at the Remembrance service.

**18. Poppies Display** - To confirm arrangements for installation and maintenance.

**19. Date and Time of Next Meeting** - To confirm the date of the next meeting: Monday, 1 December 2025, 7.00 pm.

Cllr Paul Kenyon  
Chair and Acting Proper Officer  
Date of Issue: 22.10.2025