

**Minutes of the Meeting of Haigh Parish Council  
Held Monday 23 October 2023  
7pm St David's Parish Rooms**

**Present:** Councillors Paul Kenyon (Chairman), Andrew Keogh, Roberta Darbyshire, Ian Parker and Marie-Clare Kenyon  
The Clerk to the Council: Mrs Krystyna Pilkington

**67 Apologies for Absence**

Cllr Andrew Wilson

**68 Declaration of Interests**

Cllr Andrew Keogh (personal & prejudicial / potential dpi) wrt elements of Item No.72  
The Clerk wrt Item No.88

*Cllr Ian Parker joined the meeting.*

**69 Matters Introduced by Members of the Public**

**Grit Bin for Hall Lane**

A resident of Hall Lane had written to the Parish Council about a matter of health and safety. The resident had written to Wigan Council in the past to ask if a salt/grit bin could be provided in the area, as some stretches of the road could be treacherous in severely cold weather. Despite the fact that the stretches met the criteria, their request was refused on the grounds that it was the responsibility of Haigh Woodland Park to provide such facilities in Hall Lane. The resident had subsequently approached Haigh Woodland Park and had received a similar response. Both had stated that they did not have sufficient resources to provide and maintain such facilities.

The resident wished to point out that the entrance to Hall Lane consisted of a hairpin bend which was extremely difficult and treacherous to drive along in icy conditions. On such occasions residents and other essential users were often unable to use their vehicles to access and achieve egress unless the issues at the entrance could be addressed.

The Council discussed the matter and agreed to raise it during their next meeting with Wigan Council's senior officers. The Clerk was asked to inform the resident of what the Council proposed to do.

**70 Minutes of the Ordinary Meeting of the Council (4 September 2023)**

Amendment to Minute No.50:

The date was amended from 4 September 2023 to 3 July 2023.

**Resolved:** Subject to the above amendment, the Minutes of the Ordinary Meeting of the Council held on Monday, 4 September 2023 were agreed to be a true and correct record.

**71 Matters Arising**

### **Pennywort and Chickweed on the Canal**

It was reported that pennywort and chickweed had been removed along a stretch of the canal running from Pendlebury Lane to Red Rock. The workboat had been working full time to remove the pennywort, with the exception of the three weeks when it had been shut down because a moorhen had been nesting there.

### **Canal Towpath Improvements**

A resident had spent some time lobbying for canal towpath improvements in the area. It was reported that Chorley Borough Council had provided the Canal & Rivers Trust with a £20,000 grant for upgrades and the work was going to be carried out through the Community Payback Scheme was being.

It was suggested that a discussion should be started with Wigan Council and Haigh Woodland Park about making a financial contribution towards the costs of improving the worst stretch of the towpath in Haigh Parish. The Parish Council had a small pot of money that they could contribute. The Clerk advised that the total available in the Canal Towpath reserve was £804 and explained how it had been built up. Members were happy to support the opening of discussions with Wigan Council on this matter.

## **72 Planning Applications**

A/21/92629/MAJOR	Leyland Mills Leyland Mill Lane Wigan WN1 2SB	Residential development of 17 two & three storey detached dwellings following demolition of former mill buildings	<i>Objection sent – decision deferred subject to submission of revisions by September 2023 deadline</i>
A/22/94184/FULL	Rothwell's Stud Sennicar Lane Wigan WN1 2SN	Erection of four detached dwellings, following demolition of indoor riding arena, stables and store	<i>Objection sent - awaiting decision - non determination appeal dismissed by Planning Inspectorate</i>
A/23/96168/FULL	The Coach House Haighlands Copperas Lane Haigh Wigan WN2 1PB	To convert and extend former coach house to use for residential purposes, together with alterations to external elevations	<i>Members invited to report concerns, if any, on Parish Council's WhatsApp group – representation would be made if 2 or more had concerns</i>
A/23/96169/LB	The Coach House Haighlands Copperas Lane Haigh Wigan WN2 1PB	Listed Building Consent to convert and extend former coach house to use for residential purposes, together with alterations to external elevations	<i>As above</i>
A/23/96144/HH	Worthington Barn Arley Farm Arley Lane Haigh	Extension to side of existing detached outbuilding	<i>Noted</i>

	Wigan WN1 2UJ		
A/23/96026/FULL	Willoughby Farm Meadow Pit Lane Haigh Wigan WN2 1LQ	Extension to existing building	<i>Noted</i>

### 73 Places for Everyone – Proposed Modifications Consultations

The deadline for responses to this consultation was 6 December. Information about it was available online. To enable members to read the documentation and then to have a meaningful discussion, the item was deferred until the Council meeting on 4 December. A decision about whether a response would be submitted would be made at that meeting.

### 74 Casual Vacancy

The vacancy was advertised again in September with a deadline of 15 October for applications. The Clerk reported that to date no applications had been received. The way forward was discussed. In reply to a question from a member the Clerk advised that members could now approach residents who they thought might be interested.

**Resolved:** It was agreed that the vacancy would be re-advertised with no closing date associated with it.

### 75 Remembrance Sunday

It was reported that the wreath had arrived and could be collected from Aspall RBL Club immediately prior to the Parade or earlier if that was more convenient. The person collecting it would also need to complete the tribute card. Arrangements were discussed.

**Resolved:** It was agreed that the Chairman would lay the wreath, which he would collect on the day. Cllr Paul Kenyon would also complete the tribute card.

### 76 Meeting with Wigan Council’s Senior Officers

#### (a) Feedback from Meeting Held on Thursday, 21 September 2023

The minutes of the meeting held on Thursday, 21 September 2023 were received and members were invited to provide feedback. Some of the documents requested by the Parish Council at that meeting were also received.

Members made the following points:

- Several corrections needed to be made to the minutes with regard to the names of those present at the meeting.
- It had been disappointing that several of the officers who attended regularly were absent from the meeting. Consequently, it had not been possible to make progress with a number of issues.
- The minutes of the meeting with Wigan Council’s senior officers had included a report about an incident of a dog being hit by a vehicle during a recent filming session at Haigh Woodland Park. The occurrence of the incident had since been refuted by the manager of the park.

- The Parish Council had been alarmed at the amount of litter left behind by the film crew and had been amazed that this had not been cleared up all weekend. A question about why it had taken so long to remove the litter had not really been addressed.
- An impact assessment of the filming on the Park had been requested by the Parish Council and had been received. In the Council's view the document was not really an impact assessment. It too contained many inaccuracies.
- Feedback from Wigan Council about Footpath 37 was still awaited.
- None of the litter bins intended for locations selected by the Parish Council had been fitted yet.
- The Kitchen Garden volunteers had reported that they had felt more positive after their talk with Dr Sylvia Travers. They had left the meeting feeling valued. A member reported that he had heard that they had won recently also won an award. The Clerk would write to them on behalf of the Parish Council to congratulate them.

#### **(b) Items for Discussion at Next Meeting**

The next meeting with Wigan Council's senior officers is on Tuesday, 12 December 2023. It would be held via MS Teams and would begin at 4pm.

**Resolved:** Members agreed the following agenda items for discussion during the meeting:

1. Dead ash trees in Wingates Road
2. Grit bin at the Horseshoe Bend at Entrance to Hall Lane
3. Bench on the Horseshoe Bend at Entrance to Hall Lane
4. Land Ownership of the Horseshoe Bend at Entrance of Hall Lane
5. Update on Bridleway Project
6. Traffic Management Plan and Traffic Technology
7. Issues with Floating Duck Weed on the River from the Canal Overflow.

#### **77 Bubblefest 2024**

The Clerk reported that all actions agreed at the meeting in September – other than that of appealing for volunteers - had been progressed and bookings had been confirmed.

(a) The Clerk had been in discussion with the interactive musician about what she was able to offer and reported that the musician interacted with the children by providing them with musical instruments to use in a concert type scenario. The Council discussed the offer and agreed that their preference was for a musician who would serenade people while they were waiting in the queue to enter the arena. For the time being the Clerk would continue to search for someone who met those criteria.

(b) The Council reviewed stall fees.

**Resolved:** It was agreed that stall fees in 2024 would be the same as in 2023.

It was agreed that Bubblefest 24 working group meetings would resume via MS Teams In January.

#### **78 St David's Church – Assets of Community Value & Localism Act 2011**

A member provided a summary of the situation in relation to a recent announcement by the Anglican diocese of Liverpool in relation to the future of its church buildings in

the Wigan area. Four churches had already been destined for closure. A list of churches at risk of closure had been published and St David's was on that list.

A document entitled 'Assets of Community Value' had been previously circulated and the possibilities were discussed. There were several strands of concern: the church building itself, the churchyard and the Parish Hall. The latter was a well-used community building with potential for further development. It was suggested that one way forward might be to ask the LA to list it as an asset of community value and then encourage the community to come together to bid for it and run it. Vocal Eyes could be used to consult about this.

It was reported that the churchyard was still in use and there was plenty of space for new graves. The Clerk provided a brief overview of the options available to the Parish Council with regard to this should the church close.

## **79 Haigh Parish Christmas Lights**

The Council received a paper on recent developments with regard to the Christmas lights. A brief discussion followed.

The possibilities with regard to Christmas lighting had been assessed by two members of Wigan Council's Street Lighting Department, who, amongst other things, had inspected the power installations at several locations. They had found the installation relating to the tree which the Parish Council had proposed to dress for 2023 was unsuitable. The timescale for introducing alternatives for Christmas 2023 was too short.

In addition to the above, it had recently been announced that the management of the Balcarres Arms would shortly be changing hands.

**Resolved:** The Parish Council agreed:

1. That the dressing of the tree should not proceed with the existing power supply.
2. That, given the imminent change of management at the Balcarres Arms, it would be imprudent to spend funds on a new power supply in case future use of the tree were denied.
3. That it would not be possible to secure a Christmas Tree for 2023.
4. That the Clerk would update the resident who had suggested the idea so that they were aware that this option had been fully exhausted for 2023.
5. That, going forward, the Council would look at Christmas lighting in place at other locations in 2023, obtain costs and make decisions – with a specific focus on the dressing of the lamp posts - for 2024.

## **80 Haigh Parish Council Email Address**

As the Parish Council had agreed at the last meeting that it would not run a separate website, Cllr Andrew Keogh had carried out research into the possibilities with regard to a parish council email address. The Ionos Mail Basic 5 package would meet the requirement. In the event that the Council moved to a situation where all members used the same email domain, the number of mail accounts could simply be increased the mail from 5 to 8.

Both [haighparishcouncil.org.uk](mailto:haighparishcouncil.org.uk) and [haighpc.org.uk](mailto:haighpc.org.uk) were available, so it was a case of whichever the Council preferred.

In year 1 the cost of the domain would be £1. In future years it would be £10 (assuming no price increase). In year 1 the cost of the mailbox would be £12, rising to £30 in year

2. So, it would cost around £40 per year from year 2 onwards. Contract terms were for 12 months and auto renewed.

The matter was discussed.

**Resolved:** The Parish Council agreed to use '@haighparishcouncil.org.uk'.

### **81 Standing Orders (Review)**

The Standing Orders were reviewed.

The following amendments were made:

1.a) The word 'calendar' was inserted in front of both instances of the word 'year' in the brackets.

15. '2012' was replaced with '2023' and '25/07/12' was replaced with '16/05/23'.

32. As in No.15.

**Resolved:** Subject to the above amendments, the Standing Orders were approved.

### **82 Financial Regulations (Review)**

The Financial Regulations were reviewed.

The following amendments were made to Item 5.2: 'initialled' was changed to 'signed' and 'Chairman of the meeting' was changed to 'two councillors'.

**Resolved:** Subject to the above amendments, the Financial Regulations were approved.

### **83 Financial Risk Assessment (Review)**

The Financial Risk Assessment for 2023-24 was reviewed. No amendments were made.

**Resolved:** The Council approved the Financial Risk Assessment for 2023-24.

### **84 Accounts 2023/24**

Income: £Nil

Expenditure:

**Resolved:** The Council approved a s137 donation of £100 to the Royal British Legion.

<b>No</b>	<b>PAYEE</b>	<b>NARRATIVE</b>	<b>NET</b>	<b>VAT</b>	<b>PAYMENT</b>
30	Employee No.1	Salary (Sept & Oct)	£366.34	N/A	£366.34
31	HMRC	Tax (Sept & Oct)	£ 91.60	N/A	£ 91.60
32	Employee No.1	Mileage	£ 5.20	N/A	£ 5.20
33	Wigan NE PCC	Room rent (Sept)	£ 20.00	N/A	£ 20.00
34	Aspull RBL	Remembrance wreath	£100.00	N/A	£100.00
35	Employee No.1	Bubblefest 23 bonus	£240.00	N/A	£240.00
36	HMRC	Tax	£ 60.00	N/A	£ 60.00
<b>TOTAL:</b>			<b>£883.14</b>	<b>£0.00</b>	<b>£883.14</b>

**Resolved:** The above items were approved for payment.

Balance at bank on 1 September 2023 = **£25,774.60**

Estimated balance at bank following payment of Items 30 to 36 = **£24,891.46**

## **85 Clerk's Report**

The Clerk's report was received and discussed. *See Appendix A*

### **Clearing of Pavement on Red Rock Lane**

In reply to a question from a member the Clerk advised that to date there had been no response from the person responsible for dealing with the Community Payback Scheme. The Chairman would seek contact details from another source, if they did not respond soon.

### **Notice Board**

It was suggested that Wigan Archives might have some information that would help to identify the owner of Leyland Mill Lane.

### **Haigh Windmill**

In answer to questions from members the Clerk explained the situation with regard to the ownership of the windmill and the funds held by the Parish Council.

## **86 Dates of Meetings 2024**

The list of dates proposed for Council meetings in 2024 was received and discussed.

**Resolved:** The dates of meetings in 2024 were approved.

## **87 Date of Next Meeting**

4 December 2023 – to be held via MS Teams.

**CONFIDENTIAL ITEM**

**Resolved:** That, in view of the confidential nature of the business about to be transacted, it was advisable in the public interest that the press and public be excluded and they were instructed to withdraw.

*There were no members of the public present at the meeting.*

## **88 Clerk's Salary Review**

*The Clerk withdrew from the meeting.*

Members discussed the Clerk's terms and conditions.

**Resolved:** The Council approved the changes to the Clerk's pay and conditions as detailed in 'Clerk's Terms & Conditions 23.10.2023' – a document subject to GDPR.

*The Clerk re-joined the meeting and was advised of the changes.*

The meeting closed at 9:40 pm  
**Chairman**