



# COPPULL PARISH COUNCIL MINUTES

**MEETING: PARISH COUNCIL  
WEDNESDAY 14 JUNE 2017 - 7.00 P.M.  
SPRINGFIELD PARK LEISURE CENTRE,  
SPRINGFIELD ROAD NORTH, COPPULL**

**PRESENT: Parish Councillors M. Atherton (Chair), P. Eastham, S. Holgate, E. Jones, M. Parkinson, M. Peel-Impey, S. Thomson and S. Edwards (Clerk) – Chorley Councillors P. Clark, J. Fitzsimons and R. Toon** (arrived at 7.40 pm due to another commitment)

**1. ATTENDANCE/APOLOGIES FOR ABSENCE** – Councillors N. Ball (holiday), D. Cole (another commitment), P. Cobham (holiday), S. Makin (holiday), Chorley Councillor A. Whittaker (another commitment) and County Councillor J. Berry (another commitment)

**2. DECLARATIONS OF INTEREST – DISCLOSURE OF PERSONAL / PREJUDICIAL INTERESTS** (Members of the Parish Council are reminded of their responsibility to declare any personal interest in respect of matters contained in this agenda, in accordance with the provision of the Local Government Act 2000)

- Councillor P. Eastham – Item 9.10 - Allotments

**3. AMENDMENT/APPROVAL OF THE MINUTES OF THE ANNUAL GENERAL MEETING DATED 10 MAY 2017** (emailed/distributed to Councillors)

PROPOSED: Councillor M. Parkinson

SECONDED: Councillor E. Jones

That the minutes of the above meeting be approved as a correct record.

**THE CHAIRMAN PROPOSED THAT STANDING ORDERS BE SUSPENDED TO ALLOW OUTSIDE REPRESENTATIVES AND MEMBERS OF THE PUBLIC TO SPEAK** (20 minutes allowed in total).

**4. POLICE REPORT** – None.

**5. COUNTY COUNCILLOR'S REPORT** – Apologies from Councillor Berry.

Councillor Holgate reported that nothing much had happened at LCC yet, due to the General Election taking place. After the election, the grant requested for the allotments for £1300 was actioned, so a start can be made on the groundworks. Any correspondence connected with LCC to be forwarded to Councillor Berry, who could not attend tonight due to another meeting.



## 6. BOROUGH COUNCILLORS' REPORTS:

- Councillor Fitzsimmons reported that Chorley Council was much the same, due to PURDAH nothing had been done at the Council. Cllr Fitzsimons has casework to catch up on, including the backs of Byron Crescent, which are full of potholes and flooding, in too bad a condition for residents to park their cars. Cllr Fitzsimons will chase up Adactus Housing, who have agreed to fill in the potholes and level off as an interim repair, putting money in the budget next year for a full resurface.

George's ramp and gate have now been installed by Adactus, which enables the resident access to the door of his property, but he still needs a ramp to get into the property. Lindsay Hoyle MP is to be asked to become involved.

Lancaster Street is becoming a rat run for speeding cars and drivers dropping off and collecting children are parking in front of residents' drives and the street is getting congested. The problems with parking at the Mental Health Unit at the junction of Chapel Lane and Lancaster Street has now been resolved.

LCC has been to look at the backs of the houses on Mill Lane which is also being used as a rat fun. Chorley Council has the money in place to put up the bollards which 80 people signed a petition for. Consultation took place and only two residents expressed concern. However, the Surveyor at LCC has asked for a site visit with the residents and an Officer from Chorley Council, so this matter is still ongoing.

- Councillor Clark reported that he has been dealing with case work from Coppull on a weekly basis, mainly brought about from visiting residents. He apologised for not being able to attend the meetings on a regular basis, as he has other commitments to attend to. The problems with Screentec on Chapel Lane, the local residents and Environmental Health is still ongoing.

There will be a meeting in regard to the Library next week. A new Chairman is required, preferably someone impartial. There is different leadership at County Hall now which may change the outcome of the libraries.

The Chairman thanked Councillor Fitzsimons and Councillor Clark for attending and they both left the meeting.

- Councillor Toon arrived at 7.40 pm (prior to Item 10) as he had another commitment and left after he gave his report.

The footpath on Clancutt Lane has been discussed by the Executive Committee as it would be eligible for funding from CIL money, but it is not a strategic issue and due to other commitments Chorley Council will not pursue it. The Parish Council could fund it out of the



CIL money received. The cost for the footpath is £6,600. The Parish Council to consider this when the next lot of CIL funding is received.

10 Chantry Place – the owner of the property has taken trees down on the public amenity land adjacent to his property, as the land his down as his on his deeds. He wishes to extend his garden, but as Chorley still has this land down as public amenity space, there is a dispute over this application and a compromise is being sought.

The Chairman thanked Councillor Toon for attending.

**7. ITEMS INTRODUCED BY MEMBERS OF THE PUBLIC – None.**

**THE CHAIRMAN PROPOSED THAT STANDING ORDERS BE REIMPOSED AND THE MEETING CONTINUE.**

**8. AMENDMENT/APPROVAL OF THE REPORT OF THE MANAGEMENT & FINANCE COMMITTEE 24 MAY 2017** (emailed to Parish Councillors) – To consider the recommendations made by the above committee and to decide/ratify the necessary action:

- Page 7 - Item 6 - Community Fun Day – recommendation not to have a fun fair.
- Page 8 – Item 9.4 - Every Aspect Utilities Broker – Recommendation to use this broker in the future to stop the number of calls being received from various utility companies.
- Page 8 – Item 9.5 – Review of sending information, agendas and minutes by email (signatures from Councillors required) – all Councillors present signed.
- Page 8 - Item 9.6 – Personnel Reports (emailed to Parish Councillors). No concerns.
- Page 8 – Item 9.7 - Annual Pay Increases Clerk and Full-time employee 1% - Agreed.
- Page 9 – Item 9.8 - Clerk's Annual Eye Test £24.00 - Agreed.
- Page 9 – Item 9.9 - Litter Bins £81.64 each, plus vat. It was agreed that two bins be ordered, one is for the step-bridge public footpath leading onto Chapel Lane and the other near Byron Crescent Play Area.
- Page 9 – Item 9.14 - Dog Poo/Bag Dispensers. Due to the cost of the dispensers and the bags, plus they could be easily vandalised, it was agreed not to purchase them.
- Page 9 – Item 9.15 - Lancashire Countryside Service – Chisnall. It was agreed that the volunteers for Chisnall Hall Woodland would be better suited to help with the litter picking and checking boundaries than the Parish Council Lengthsmen.
- Page 10 – Item 11.1 - Invitation to the Institution and Induction of the Rev'd Matt Hornby as Vicar of Coppull & Coppull St. John the Divine Churches. Councillors N. Ball and E. Jones (in capacity of School Governor) will attend. Councillor Thomson will attend if possible.
- Committee Members (emailed to Parish Councillors). It was agreed to look at members again once the new Councillors have been co-opted on.

PROPOSED: Councillor E. Jones

SECONDED: Councillor M. Parkinson

That the report of the above meeting and the recommendations contained therein and above be approved as a correct record.



## 8. GENERAL MANAGEMENT & FINANCE

- 8.1 Monthly Accounts (Proposal to distribute quarterly and/or available on request). The Clerk is going to send the full Excel document to Councillors each quarter, which gives the income and expenditure and various breakdowns. Accounts can also be looked at in the office. If anyone has any queries please contact the Clerk.
- 8.2 Internal Audit. The primary objective of the audit is to review, appraise and report on the adequacy of the internal control systems operated throughout the council. The audit was conducted on the basis of an assessment of risk and has included a selective assessment of compliance with relevant procedures and controls being examined. It is concluded that the control objectives set up and operated by the council are to a standard adequate to meet the needs of the council.
- 8.3 Parish Council Vacancies. There were five applicants for the four vacancies, although one applicant did not wish to continue with the application, as he felt he needed to get to know what being a Parish Councillor means prior to taking on the role. This applicant will be contacted again if a vacancy arises in the future. Therefore, the four remaining applicants to be co-opted onto the Parish Council.
- 8.4 ID Badges for Councillors/Employees. As it was felt that these were not really used, it was agreed not to purchase ID badges.
- 8.5 Review of Employment Contracts. It was agreed to update the employment contracts in line with Chorley and Lancashire County Councils. The Sickness Absence Policy is also in the process of being updated.
- 8.6 Plan for the Village (Five, Three or One Year). It was agreed to discuss this at a future meeting when the council has the full 15 Councillors available to make an informed decision.
- 8.7 Computer memory update. A price of £300 had been received to update the computer, which is necessary for the additional work being done in connection with the newsletter, or £600 for a new computer system. It was agreed to go ahead with the update.
- 8.8 Newsletter. A draft copy of the newsletter was passed round. The deadline has now passed and the newsletter is more or less full. The information in regard to the new Councillors will be put in the next newsletter, once they have all completed their Declaration of Office.
- 8.9 Time Credits (emailed to Parish Councillors). It was agreed for the Clerk to sign up to providing Time Credits in conjunction with Spice and Chorley Council for the people who volunteer around the gardens.
- 8.10 Allotments update (drainage works). Councillor Holgate reported that LCC had approved his application for a grant for the allotments and £1,300 has been allocated. It was agreed to commence work on the drainage at the allotments as soon as possible.
- 8.11 Dog Fouling (to be put on every PC agenda until further notice). Still problems in certain



areas around the village and on the Leisure Park. The Dog Warden to be asked to patrol.

8.12 Village Grot Spots (to be put on every PC agenda until further notice). No problems at the present time.

## 9. DECISIONS MADE UNDER THE CLERK'S DELEGATED AUTHORITY

(After consultation with the Chair and Vice-Chair) – None.

## 10. PLANNING (ST) – information on commenting on applications to be distributed at the meeting

### 10.1 Planning Applications:

- App.No. 17/00529/OUT – 122 Chapel Lane – Outline application for up to 4 dwellings following demolition of existing dwelling and outbuildings – no objections, but to comment that concerns were raised over intensification of the site and the access on to Chapel Lane, which is already a very busy road where drivers speed down and to ask for reassurances from Lancashire County Council that the access will be safe.
- App.No. 17/00530/FULHH – 237 Chapel Lane – Porch to front elevation – No objections.
- App.No. 17/00553/FUL – Land North of 2A South Road – Resubmission of application 16/00869/FUL – Pair of semi-detached dwellings – To object on over-intensification of the area and parking issues.

### 10.2 Planning Decisions:

- App.No. 17/00302/FULHH – 46 Mavis Drive – Single storey front extension and single storey rear extension – **REFUSED**
- App.No. 17/00214/FUL – 108 Spendmore Lane – Erection of a two storey 4 bedroomed detached dwelling – **PERMITTED**.
- App.No. 17/00334/FULHH – 19 Holly Crescent – Construction of front dormer extension – **GRANTED**.
- App.No. 17/00322/FULHH – 19 Springfield Road - Erection of a first floor side extension and detached garage – **GRANTED**.
- App.No. 17/00306/REM – Land between 1 and 3 Clancutt Lane – Application for approval of reserved matters (access, appearance, landscaping, layout and scale) following the grant of outline planning permission for the erection of a detached dwelling house with integral garage – **GRANTED**.
- App.No. 17/00199/FUL – 10 Chantry Place – Erection of a new boundary fence and change of use of amenity green space to garden land – **REFUSED**.



**11. HIGHWAYS**

11.1 Parking Enforcement Requests (to be put on every PC agenda until further notice). LCC has looked into the parking in front of the Post Office on Spendmore Lane and has deemed that there is not a problem there.

11.2 On the East side of Tansley Avenue, at the junction with Spendmore Lane, there is a blocked gully. LCC to be informed (copy to Cllr Berry).

**12. CORRESPONDENCE / ITEMS FOR DECISION-DISCUSSION**

12.1 Licensing Consultation - Chorley Panthers Rugby League Football Club, Chisnall Lane – Temporary Event Notice for 17.06.17 – No objections.

**13. ITEMS FOR INFORMATION / FUTURE DISCUSSION – None.**

**THE CHAIRMAN CLOSED THE MEETING AT 7.50 P.M.**

**Dates of next meetings:**

Wednesday 28.06.17: 7.00 pm Management & Finance

**WEDNESDAY 12.07.17: 7.00 pm PARISH COUNCIL**

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**Councillor M. Atherton**  
**Coppull Parish Council Chairman**

