



COPPULL PARISH COUNCIL MINUTES

**MEETING: PARISH COUNCIL
WEDNESDAY 18 SEPTEMBER 2019 - 7.00 P.M.
SPRINGFIELD PARK LEISURE CENTRE,
SPRINGFIELD ROAD NORTH, COPPULL**

PRESENT: Parish Councillors Michael Atherton (Chair), Marjorie Parkinson (Vice-Chair), Neil Coggins, Pauline Cobham, Janette Colecliffe, Paul Eastham, Elaine Jones, Steve Holgate, Lynne Moores, Susan Edwards (Clerk) and County Councillor Julia Berry

1. ATTENDANCE/APOLOGIES FOR ABSENCE – Councillors Nora Ball (another commitment), Matthew Crook (another commitment), Sheila Makin (unwell), Maggie Peel-Impey (holiday), Ash Whittaker (another commitment), Paul Taylor (another commitment) and Chorley Councillor Alex Hilton (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).

- Councillors Mick Atherton and Pauline Cobham - Item 10.12 – Leisure Centre
- Councillor Paul Eastham– Item 10.13 - Allotments

2.1 DECLARATION OF GIFTS – None.

3. AMENDMENT/APPROVAL OF THE MINUTES OF THE PARISH COUNCIL MEETING DATED 14 AUGUST 2019 (emailed/distributed to Parish Councillors)

PROPOSED: Councillor E. Jones
SECONDED: Councillor J. Colecliffe

RESOLVED - That the minutes of the above meeting, as amended, be approved as a correct record.

THE CHAIRMAN PROPOSED THAT STANDING ORDERS BE SUSPENDED TO ALLOW REPRESENTATIVES OF OUTSIDE BODIES AND MEMBERS OF THE PUBLIC TO SPEAK.

4. COMMUNITY CHAMPIONS REPORT – Apologies from Marie. The role of the Parish Champion is proving difficult for the volunteers and it was



agreed to contact the organisers and arrange a meeting to try and sort out the problems that are occurring.

5. **POLICE REPORT** – this was emailed to all Parish Councillors.
6. **COUNTY COUNCILLOR'S REPORT** – Apologies received from Councillor Alex Hilton who had a prior commitment.

Councillor Steve Holgate stated that everything was very quiet through August which was essentially the holiday season. He reported that residents' parking permits had been taken in house by LCC from the District Council, but it had not been a smooth transition and there is controversy about prices going up.

Councillor Julia Berry was not in attendance for this part of the meeting due to a prior commitment, but attended later on.

7. **DISTRICT COUNCILLORS' REPORTS** – Councillor Steve Holgate reported that training on the removal of Japanese Knotweed was being provided by Chorley Council. Parish Councillor Paul Taylor and Lengthsman Tony Blakeway have been put forward to receive this training.
8. **ITEMS INTRODUCED BY MEMBERS OF THE PUBLIC** – None.

THE CHAIRMAN REIMPOSED STANDING ORDERS.

9. **NO MEETING OF THE MANAGEMENT & FINANCE COMMITTEE** – It was agreed to cancel the scheduled meeting in August, to be held in September instead if there are items for discussion (not held – next one due in November 2019).

10. GENERAL MANAGEMENT/FINANCE

- 10.1 External Auditors Report for year end 2018/19. The Auditors have completed the audit and brought up the following matter:

The AGAR was not accurately completed before submission for review. Section 2, Box 2, the annual precept, does not agree to the figure published by the precepting authority. The figures in Boxes 2 and 3 should read £85,564 and £157,447 respectively. All grants, including Council Tax Support Grant, should be shown in Box 3, as per the guidance notes on the AGAR.

The Clerk reported that the figure currently in the box was taken from Chorley Council's tax base 2018-19, but unfortunately this amount was changed as there was a tax increase and the Clerk had not received the new information. The figures in the boxes to be amended accordingly. This does not affect the balances.

The invoice for the audit is £600 plus VAT. There is no additional charge for the amendment.



Section 1 – Annual Governance Statement 2018/19.

PROPOSED: Councillor N. Coggins

SECONDED: Councillor L. Moores

The Parish Council **APPROVE** the statement.

Section 2 – Accounting Statements 2018/19.

PROPOSED: Councillor M. Parkinson

SECONDED: Councillor E. Jones

The Parish Council **APPROVE** the statement, as amended.

- 10.2 Current Village Hall. There has been interest in the hall to open up as a day nursery. The person concerned already has a nursery, but wishes to open one up in this area. She is already registered with OFSTED but they will need to inspect and approve the building. There are some repairs which will need doing beforehand and the Parish Council gave approval for these to be carried out as necessary.
- 10.3 Neighbourhood Plan – Public Meeting to ascertain support/ volunteers for Neighbourhood Plan, gala days, events, etc. It was **RESOLVED** to hold a public meeting in November and a leaflet drop of the village to take place.
- 10.4 Free webinar on how to use neighbourhood planning to bring forward affordable housing for sale – Monday 23 September 2019 – 12 – 1 pm. Apologies from Councillor Parkinson, Councillor Colecliffe and the Clerk to join the webinar.
- 10.5 Community Infrastructure Levy – request from Coppull Library that some of the money be used for solar panels on public buildings, i.e. Library, Leisure Centre, Village Hall, and consideration to be given to lending the schools money for solar panels. It was agreed that this was LCC's responsibility and they have a fund for environmental issues for schools and libraries.
- 10.6 Walk leaflets (MP). The Parish Council had previously produced walk leaflets in conjunction with other organisations and with funding secured. It was agreed that this be looked at again, to see if new walk leaflets could be organised, as the previous ones are now out of date. Councillor Makin has walked all the footpaths in Coppull and logged each one, so this information could be used when preparing the leaflets.
- 10.7 Newsletter. A draft of the newsletter to date was circulated. The finished product will be with the printers on Monday 23 September, ready for delivery from 30 September 2019.



- 10.8 EPIC – Environmental projects in Chorley – any suggestions to receive 50% Funding - Wildflowers (SH). Councillor Holgate is hoping to fund wildflowers in bulk and repackage to send home with every school child, with instructions on how to plant in a garden, window box, etc.

Councillor Eastham asked if the Allotment Association could apply to the fund to obtain bees. It was agreed that EPIC would fund £500 and the Parish Council would match fund this.

- 10.9 Decommissioning of BT Phone Box on South Road. Public phone booths can be adopted for £1 and used by the public for books, defibs, etc. However, the phone box on South Road is not in very good condition and is vandalised quite often. Therefore, it was **RESOLVED** not to participate in this scheme.
- 10.10 Jubilee Garden – purchase of story chair and wooden crocodile – these are on order. Free trees obtained from the Woodland Trust – these are Autumn fruit trees and will be planted in the Jubilee Garden after receipt in November. If there are any spare ones, they will be offered for the allotments or Blainscough Wood.
- 10.11 Chorley Council – Formal training for treating Japanese Knotweed. Still waiting to hear from Chorley Council.
- 10.12 Leisure Centre update (PE/MA). The carpets have been cleaned and the downstairs painting finished, including the toilets, and the whole area is looking very good now. The landing is still a work in progress. As the painting can only be done when the Managers are not busy and on days when they have volunteered to come in, it was decided to employ a decorator to do the café. The Centre has been very slack during the summer period, but this is picking up now.
- 10.13 Allotments update & the keeping of bees. A draft policy has been obtained through Chorley Council and adapted for use in Coppull. This will be circulated to everyone for amendment/approval at the next meeting. There may also be Government funding for bees and bee keepers which the Allotment Association could access.
- 10.14 Dog Fouling (to be put on every PC agenda until further notice) Dog Poo Bags and Dispensers (LM). The bottle dispensers and bags appear to be working but need to be filled up more regularly. The Clerk to obtain a price for proper dispensers and bags, although this had been looked into previously and was found to be quite expensive. To be discussed again at the next meeting. There are posters which can be obtained through Keep Britain Tidy, but the Parish Council had a considerable amount of these some years ago and may not be able to obtain any more.



10.15 Village Grot Spots (to be put on every PC agenda until further notice). None.

11. DECISIONS MADE UNDER THE CLERK'S DELEGATED AUTHORITY

(After consultation with the Chair and Vice-Chair)

- 11.1 To pay for public liability for keeping bees on the allotments (added to the PC's insurance, no charge)
- 11.2 Removing trees at the rear of the Village Hall – on inspection, all had no life in them and needed to be taken down - £325 including chipping the branches removed (waiting for contractor)
- 11.3 Having the carpets cleaned throughout the centre, instead of new flooring in the hall - £395 (shared with the Leisure Centre)

12. PLANNING (N.Coggins)

12.1 Planning Applications:

- App.No. 19/00855/FUL – Moss House Barn, Coppull Moor Lane – Conversion of existing barn to dwelling – **SUPPORT.**
- App.No.19/00780/TPO – 7 Chancery Close – Application for works to a protected tree – crown reduction of up to 2-3 metres – **NEUTRAL**, leave to Chorley Council's tree experts.

12.2 Planning Decisions:

- App.No. 19/00656 – 29 Springfield Road – Single storey side extension – **GRANTED.**
- App.No. 19/00702/FULHH – 51 Mavis Drive – Single storey extension to existing annexe – **GRANTED.**
- App.No. 19/00609/FULHH – 51 Preston Road – Single storey side extension – **GRANTED.**
- App.No. 19/0576/FULHH – 60 Clancutt Lane – Alterations to existing dwelling including removal and replacement of existing render, alteration of existing windows and door openings and increase extent of driveway to accommodate additional parking spaces – **GRANTED.**

13. HIGHWAYS

- 13.1 Parking Enforcement Requests (to be put on every PC agenda until further notice). None.
- 13.2 Speeding on Mill Lane and on Clancutt Lane. Councillor Taylor has been down Mill Lane with the SpID and will go down Clancutt Lane shortly. He will inform the Parish Council of his findings at the next meeting.



County Councillor Berry mentioned that there is an assessment of speeding on residential and major roads and a community toolkit is available. County Council has also been asked for a 20 mph sign for Mill Lane.

Signs are also required for German Lane and a Heritage Grant may be available for this if LCC do not agree. A response is awaited from LCC.

14. CORRESPONDENCE / ITEMS FOR DECISION-DISCUSSION

14.1 Department for Transport Competition to win a Pacer carriage (train). The application form for this competition requires a great deal of detail in regard to where the carriage would be placed, what it would be used for, etc., and as the closing date is the end of September, it was felt there was insufficient time to consider this properly. Therefore, no further action to be taken.

15. ITEMS FOR INFORMATION / FUTURE DISCUSSION

15.1 Holt Farm, Wigan Lane, has been given permission to be reconstructed, after the owner was fined £20,000 and given a criminal conviction for demolishing a listed building. Formal notification has yet to be received.

THE CHAIRMAN CLOSED THE MEETING AT 8.15 P.M.

Dates of next meetings:

WEDNESDAY 09.10.19: 7.00 PM PARISH COUNCIL MEETING

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Councillor Michael Atherton
Parish Council Chairman

