



COPPULL PARISH COUNCIL MINUTES

**MEETING: PARISH COUNCIL MEETING
WEDNESDAY 11 OCTOBER 2023 - 7.00 P.M.
MEETING ROOM, SPRINGFIELD PARK LEISURE
CENTRE, SPRINGFIELD ROAD NORTH, COPPULL**

PRESENT: Parish Councillors Michael Atherton (Chair), Marjorie Parkinson (Vice-Chair), Phil Armstrong, Julia Berry (also Chorley & County Councillor), Pauline Cobham, Matthew Crook, Chris Kay, Sheila Makin, Ken McCrea, Lynne Moores, Maggie Peel- Impey, Tom Robinson, Paul Taylor, Susan Edwards (Clerk)

1. ATTENDANCE/APOLOGIES FOR ABSENCE – Parish Councillors Neil Coggins (personal matter) and Jan Colecliffe (sick) - apologies accepted.

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

- Councillor Moores declared an interest in item 7.9.

2.1 DECLARATION OF GIFTS – None.

3. AMENDMENT/APPROVAL OF THE MINUTES OF THE PARISH COUNCIL MEETING DATED 13 SEPTEMBER 2023 (emailed/distributed to Parish Councillors)

PROPOSED: Councillor M. Peel-Impey

SECONDED: Councillor L. Moores

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

THE CHAIRMAN PROPOSED THAT STANDING ORDERS BE SUSPENDED TO ALLOW OTHER BODIES AND MEMBERS OF THE PUBLIC TO SPEAK - AGREED.

4. POLICE REPORT – no report available.

In August 2023 the statistics were :

<https://www.police.uk/pu/your-area/lancashire-constabulary/coppull>

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- 8 Violence and sexual offences
- 7 Anti-social behaviour
- 5 Public Order
- 4 Other theft

August's crime levels overview are down to 7.2%.

5. COUNTY & DISTRICT COUNCILLOR'S REPORT – Councillor Berry reported on the following:

- Two new bins have been placed on The Landings, residents have offered to empty them.
- Hate Crime campaign within Coppull. Children from the local schools have put in designs and the winning designs will be made into a mural for the Springfield Public House. There will be two winners from each school. All the designs will be displayed in the Library.
- There has been a problem with overcrowding on buses, particularly when children are going to and from school. Some of the buses could not accept payment, the Wi-Fi was down and they refused card payment. The school bus from Coppull to St. Michael's school has been stopped, as apparently not enough children using the bus.
- Proposal to use some of the bus shelters that are not used to provide information for residents. The bus shelter at the top of Coppull Moor Lane could possibly be used as a notice board for local residents.
- Concerns expressed regarding pavement safety after someone had fallen. There is an ageing population that need to navigate Spendmore Lane for the Post Office, etc., and the three zebra crossings in the village need assessing. This will be highlighted at a meeting with LCC.
- There is no Community Beat Manager in Coppull at the present time. The vacancy is to be advertised soon.

6. ITEMS INTRODUCED BY MEMBERS OF THE PUBLIC – None.

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

7. GENERAL MANAGEMENT/FINANCE

- 7.1 Completion of External Audit 2022/23 (sent with agenda to Parish Councillors) – Audit Fee £630.00 plus vat. The external audit has been completed and the following "Except for Matters" raised:



The smaller authority has disclosed that it made proper provision during the year 2022/23 for the exercise of public rights by answering 'Yes' to Section 1, Assertion 4. However, as was reported last year, we are aware that it failed to do this and therefore should have answered 'No' to this assertion. It has also disclosed that it took appropriate action on all matters raised in reports from internal and external audit, by answering 'Yes' to Section 1, Assertion 7, which, on the basis of the above is not correct. There were no other matters to draw to the attention of the authority.

The Clerk to raise a concern regarding the above with the External Auditor, PKF Littlejohn LLP. Although there were problems in 2021/22 with the dates for exercising of public rights due to problems with the Internal Audit not being completed within the time scale allowed (due to reasonable circumstances), there were no such problems in 2022/23.

RESOLVED: To pay the audit fee of £630 plus VAT.

- 7.2 Accounts – August, September, October (now halfway through the year, budget check) Appointment of Internal Auditor – budget setting starts in November 2023. The accounts have not yet been checked by Cllr Makin. The budget is on track at the six monthly stage and everyone asked to consider items for the budget for the next PC meeting.

RESOLVED – to appoint the same Internal Auditor as in previous years, Mr Alan Jones, a local Accountant.

- 7.3 Four/five year Management Plan – request from a young person regarding renovating the Leisure Park – mainly the shelter and MUGA (email forwarded separately to Parish Councillors). The young person has been asked to attend a meeting to put forward his views, but there has been no response. The request to be considered when the budget is being set. The Chairman stated that he would like to see the skatepark updated.
- 7.4 Remembrance Day Service/Parade – to be taken over by the PC - a representative required to attend Chorley Council's service. The British Legion can no longer make arrangements for Remembrance Day. Due to a review of the organisation by the Charities Commission, the arrangements need to be made by a statutory body.

The arrangements which have been made already are that the service will commence at 10am in the church, followed outside by the laying of wreaths and then parading back to the British Legion Club with Coppull and Standish Junior Band. This will involve a rolling road closure, which unfortunately has not yet been confirmed. A temporary road closure needs 12 weeks advance notice to process and the charge is £676 plus advertising costs, taking it to a total of



around £1574. At the last parade, prior to Covid, the policemen who attended and representatives of the Parish Council controlled the traffic as the parade marched up Park Road and across Spendmore Lane to the Legion. It is hoped that this will happen again. The Clerk will confirm as soon as possible.

RESOLVED – that the Parish Council take this over and the Clerk make all the necessary arrangements. To discuss at the next PC meeting when all costs have been ascertained.

7.5 Christmas Lights – switch on to be organised, proposed at the end of the Snowman Festival weekend, Sunday 26 November. This was agreed and the switch on to be at 6pm. The organiser of the Snowman Festival to be informed and the event to be advertised in the next newsletter, the website, notice boards, Library and on social media.

7.6 Newsletter – delivery of the next newsletter. The deadline for the next newsletter is 1 December. However, to enable the newsletter to reach everyone prior to the Snowman Festival dates and Christmas lights switch on, it will need to be sent to the printers just after this date, so unfortunately any articles received after the deadline will not be included. If the delivery company cannot make the date, it was agreed that councillors would deliver as per their areas of responsibility if able. The Clerk and other councillors will take on those who cannot deliver.

7.7 List of Policies - consideration of four new policies (sent with agenda to Parish Councillors). The policies are:

- Scheme of Delegation
- Community Engagement Policy
- Dispensation Policy
- Public Participation at Parish Council meetings

An additional policy was sent to all Councillors as follows:

- Co-Option Policy

RESOLVED – that all the policies be approved and accepted.

7.8 Survey and valuation of Leisure Centre update. A very thorough report has just been received and will need looking into in depth. After a quick look, there does not seem to be anything extremely urgent. To be discussed again at the next meeting.

7.9 New Village Hall update (MC) and proposal to use part of the land at the rear of the new Village Hall for planting projects with local children/adults – information sent by separate email (LM). Cllr Moores



addressed the council on her proposals and then left the room whilst the proposals were considered.

Some members of the committee met with the nursery organiser to look at the new build and to ascertain how much outdoor space is required for the nursery. It was suggested that the nursery space could be fenced and the remaining space used for staff parking. It was generally not felt that there would be room for a planting project if there was to be parking space. The builder will send in some quotes for fencing and ground work. Once the proper stairs are in a site visit will be arranged for all councillors. The builder has stated that the inside work will be completed in readiness for an open day in December, with a view to the nursery opening in January 2024.

A discussion ensued and although the proposal to have an area of land for planting projects with children was felt to be a very good idea, it was generally felt that the area behind the new Village Hall was not the right place for this. A vote was taken and it was unanimous not to take this proposal any further. It was suggested that the area at the side of the British Legion would be ideal, if permission could be granted. If not, perhaps an area on the Leisure Park. Cllr Berry to approach the British Legion in regard to this.

Councillor Moores re-joined the meeting and was informed of the above.

- 7.10 Neighbourhood Plan update (KMCC). A consultant has been appointed and the plan should now move forward fairly quickly, with a view to having a draft plan ready for submission to Chorley Council by the end of March 2024. The consultant will be visiting the village on Monday next week and will be taken around on a tour of the village. People's input is required to form policies, etc. Funding has also been received from Locality.
- 7.11 Grit bins – checking and filling up before winter. **RESOLVED** – that the bins be checked and filled up as required.
- 7.12 Library grass cutting (MA) – proposal for the Parish Council to take over - cost and area required before LCC can make a decision.
- 7.13 Utility Aid – proposal to use this company to gain quotes for future Energy prices – recommended by the National Association of Local Councils. **RESOLVED** – This company to be used, together with two others on file to obtain the required three quotes.
- 7.14 Crowdfund – suggestions for funding (JB). **RESOLVED** to defer to the next meeting when there is more time to consider possibilities for funding.



7.15 Youth Funding update. Unfortunately, there had been no response from Jennings Boxings and LCC did not agree to funding A1 Fitness. The Clerk had checked with Chorley Council, where the funding came from, and they had no problem in re-routing the funding to A1 if the Parish Council wished to do so. **RESOLVED** – the Parish Council to grant A1 Fitness the £250, to enable them to put on classes for younger people.

7.16 Play Area Reports update. Most of the items from the recent report are being dealt with, i.e. topping up of sand and bark, removing graffiti, but one item was logged as dangerous. This is the tower unit on the Springfield Leisure Park, which needs new beams. The purchase of new beams has previously been agreed, but someone to fit them is required. The Centre Manager has offered to help and Cllr Taylor. **RESOLVED** – that a site visit take place as soon as possible.

8. DECISIONS MADE UNDER THE CLERK'S DELEGATED AUTHORITY (After consultation with the Chair and Vice-Chair – delegated to make low key decisions on behalf of the Parish Council – maximum spend now raised to £1,000)

- Remembrance Day Parade – Agreed to book a rolling road closure with the Police, which needed to be done before this meeting – ongoing, see item 7.4.
- Emergency repair to notice board near the Library – new one required asap - and repairs to double doors and storage room at Leisure Centre – Total for all £60.00.

The Parish Council **RATIFIED** the above expenditure.

9. PLANNING (NC – delegated to make planning recommendations on behalf of the Parish Council)

9.1 **Applications:** Recommendations received from Cllr Coggins and **RATIFIED** by the Parish Council.

10.1 Applications:

- App.No. 23/00780/REMAJ – Land adjacent Blainscough Hall, Blainscough Lane – Reserved matters details of layout, scale, appearance and landscaping for residential development. The outline application was not an environmental impact assessment application. Concerns expressed that various matters raised by the Parish Council, the Planning Authority and the local residents on Manor Way and Grange Drive have not been addressed by this application.
 - i. There is a question mark over fence levels being altered from the original outline application, which potentially give



rise to significant impact on privacy of existing dwellings.

- ii. There are reports of breaches of right to light for some existing dwellings.
- iii. There are justified concerns over flooding as a consequence of the development that are not addressed by the reserved matters application.

RESOLVED – that the Parish Council raise these concerns with the Planning Authority and **OBJECT** to this application.

- App.No. 23/00741/FUL – Blainscough Works, Blainscough Lane – Erection of 3 no. industrial units with associated outdoor storage areas, parking and landscaping. This is a revision to a previous application which the Parish Council supported. The changes in site layout are minor and do not appear to materially affect neighbouring properties. **RESOLVED** – that the Parish Council **SUPPORT** the application, but raise concerns over potential flooding in the area from this development.
- App.No. 23/00734/P3PAN – Sticky Fingers, 172 Spendmore Lane – Prior approval application under Schedule 2, part 3 of the Town and Country Planning Order 2015, for the proposed change of use to 1 no. dwelling house. It is a shame that commercial properties are being lost, but if a shop has stood empty for an extended period of time and there is no interest in new business ventures taking on the premises, then a change of use is warranted. **RESOLVED** – that the Parish Council **SUPPORT** this application.

10.2 To consider any planning applications received after publication of this agenda for which a response is required prior to the next meeting – **None**.

10.3 Decisions:

- App.No. 23/00617/FULHH – 10 The Chestnuts – Front dormers – **GRANTED**.
- App.No. 23/00688/PIP – 80 Mill Lane – Permission in principle application for a detached house and parking spaces to the rear – permission in Principle **REFUSED**.
- App.No. 23/00605/FULHH – 1 Goose Green Avenue – Single storey rear extension – **GRANTED**.

10.4 Temporary Event Notice – 26.10.23 and 09.11.23 - Coppull Parish Church School, Roe Hey Drive – Sale by retail – alcohol. No objections.



10. HIGHWAYS – None.

11. CORRESPONDENCE / ITEMS FOR DECISION

12.1 Chorley & South Ribble Shopmobility – Request for grant (JB) - (email sent Separately to Parish Councillors). To replace wheelchairs and scooters which are Now beyond repair. **RESOLVED** – That Shopmobility be awarded £250, Which is the cost for one wheelchair.

12.2 Request for bus shelter on Chapel Lane (email sent separately to Parish Councillors) - LCC to be contacted to ascertain if they will re-site one. Although there is no service on Chapel Lane at the present time, school children are waiting for their buses in the morning and there is no shelter for them. The Clerk to contact LCC in regard to this.

12.3 Bollards on Clancutt Lane – installed by LCC without consultation, residents want them removing or covering with plants. Cllr Berry had been in consultation with LCC who will not remove the bollards. If a tree is planted, LCC would want confirmation that the PC will look after the tree in the future, they will not undertake this with the residents. **RESOLVED** – the Parish Council do not agree to the maintenance of any trees planted there.

12.4 Councils Team-Zero Hour – Request to support the Climate and Ecology Bill (sent by separate email to Parish Councillors). It was **RESOLVED** to defer this matter to the next meeting to enable everyone to learn more about the proposed bill.

12. ITEMS FOR INFORMATION / FUTURE DISCUSSION – None.

The Chairman thanked everyone for attending and closed the meeting at 8.55 p.m.

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Councillor Michael Atherton
Parish Council Chairman

