



COPPULL PARISH COUNCIL MINUTES

**MEETING: ANNUAL MEETING OF THE PARISH COUNCIL
WEDNESDAY 11 MAY 2022 - 7.00 P.M.
MEETING ROOM, SPRINGFIELD PARK LEISURE CENTRE,
SPRINGFIELD ROAD NORTH, COPPULL**

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

1. ELECTION OF CHAIR

PROPOSED: Councillor Janette Colecliffe

SECONDED: Councillor Marjorie Parkinson

That Councillor Michael Atherton be re-elected as Chairman of the Parish Council. There were no other nominations.

2. ELECTION OF VICE-CHAIR

PROPOSED: Councillor Janette Colecliffe

SECONDED: Councillor Elaine Jones

That Councillor Marjorie Parkinson be re-elected as Vice-Chairman of the Parish Council. There were no other nominations.

3. ATTENDANCE/APOLOGIES FOR ABSENCE – Parish Councillors Nora Ball (illness), Neil Coggins (another commitment), Matthew Crook (another commitment), Paul Eastham (illness), Sheila Makin (illness), Maggie Peel-Impey (illness), Ash Whittaker (working) and District Councillor Alex Hilton

4. 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) – None.

4.1 DECLARATION OF COUNCILLOR'S INTERESTS – It is each Councillor's responsibility to ensure that this form is up to date – Cllr Lynne Moores made an amendment.

4.2 DECLARATION OF GIFTS – None.

5. DATES OF FUTURE PARISH COUNCIL MEETINGS – currently 2nd Wednesday of each month – it was agreed to keep the date and time the same. Due to holidays, the

Annual Meeting of the Parish Council
11 May 2022



next meeting will be held one week later than usual on Wednesday 15 June 2022.

6. FORMULATION OF COUNCILLORS' AREA OF RESPONSIBILITY – it was agreed to remain the same for those Councillors who are able to check areas. For Councillors who are unable, the remaining Councillors will undertake their areas. A new form to show the new areas to be issued as soon as possible.

7. DATES AND FORMULATION OF COMMITTEE MEETINGS AND MEMBERS – it was agreed to hold the Management & Finance Committees on an ad-hoc basis in future, if there are matters that need more discussion than can be undertaken at a full Parish Council meeting.

8. AMENDMENT/APPROVAL OF THE MINUTES OF THE LAST PARISH COUNCIL MEETING DATED 13 APRIL 2022 (emailed/distributed to Parish Councillors)

PROPOSED: Councillor Marjorie Parkinson

SECONDED: Councillor Pauline Cobham

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

9. AMMENDMENT/APPROVAL OF THE MINUTES OF THE ANNUAL PARISH MEETING (COMMUNITY) ON 27 APRIL 2022 (to be formally approved at the next meeting in 2023)

PROPOSED: Councillor Lynne Moores

SECONDED: Councillor Marjorie Parkinson

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.

10. POLICE REPORT – PCSO Maria Fetherstone attended the meeting and stated that a vehicle crime involving an ambulance had now been resolved, one male has been arrested. ASB and neighbour disputes are down in the village. There have been no serious incidents. Cllr Cobham reported that there were problems on the Leisure Park and she was asked to ensure that all problems are reported at the time, as this would build up a profile. However, it is really difficult to get through sometimes, on line and by telephone. Maria said she would forward mobile contact details for herself, PCSO Julie Belshaw and PC Lucy Cooper. LCC and Inspire do have outreach workers at the Leisure Centre and Maria recommended that the youth shelter be taken away, which would stop the teenagers from gathering on the park. This has worked in Croston. Maria will sort out an article for the next newsletter encouraging people to report any crime and also recommended infra-red cameras.

In March 2022 the statistics were:

- 21 Violence and sexual offences
- 15 Anti-social behaviour
- 5 Criminal damage and arson
- 2 burglaries



11. COUNTY COUNCILLOR'S REPORT – Councillor Berry reported on the following:

- Road safety around schools – an Enforcement Officer is being employed to deal with this problem. There is still an issue on Roe Hey Drive and also at St. Oswalds. Maria stated that she had some road safety signs that we could have.
- 20 is Plenty motion – an item on the agenda – a good idea to help save lives.
- Speed enforcement on new Road – mentioned on Facebook which does not help catch speeding drivers. Drivers coming up New Road are indicating to go right at the mini-roundabout, then go straight on. This also happens the other way too, when people pull out of Clancutt Lane thinking the car is entering.

12. DISTRICT COUNCILLORS' REPORT – Councillor Julia Berry and Alex Hilton. Cllr Berry reported that Ryan Towers was elected as a District Councillor in the recent elections.

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

PCSO Maria Fetherstone then left the meeting.

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

14. GENERAL MANAGEMENT/FINANCE

14.1 Financial Statement 2021/22 (emailed/distributed to Parish Councillors). **RESOLVED** that the statement be approved as a correct record and put in the newsletter.

14.2 Receipt of precept for 2022/23 - £110,330.00.

14.3 Appointment of Internal Auditor for end of year. The full year needs auditing this time, as the auditor was unable to do the half yearly audit. Councillor Makin has now been able to complete her audit up to the end of March 2022 with no concerns.

RESOLVED – to appoint the same person as previous years, a local accountant.

14.4 End of Year Accounts (emailed/distributed to Parish Councillors) and Approval of Section 1 & 2 of the Annual Return (AGAR) for the External Auditors (emailed/distributed to Parish Councillors)

RESOLVED – That the end of year accounts be approved as a correct record.

PROPOSED: Councillor M. Parkinson

SECONDED: Councillor P. Cobham

That Section 1 of the Annual Return (AGAR) Annual Governance Statement, be approved as a correct record.

PROPOSED: Councillor J. Colecliffe

SECONDED: Councillor L. Moores



That Section 2 of the Annual Return (AGAR) Accounting Statements, be approved as a correct record.

PROPOSED: Councillor J. Colecliffe

SECONDED: Councillor L. Moores

- 14.5** Permission to send information by email (to be agreed at the meeting). **RESOLVED –** Councillors to sign the form to show their agreement.
- 14.6** Councillors Allowances & Chairman's Allowance (only expenses for mileage incurred and Councillors allowed one ream of paper and one printer cartridge per year – Chair allowed more). Contact the Clerk if you require these.
- 14.7** Policies – the list of policies was emailed to all Parish Councillors. Councillor Peel-Impey and the Clerk will check through all the policies for updates after their annual holidays.
- 14.8** Personnel Review – Part-time Lengthsman (emailed to all Parish Councillors). The Chairman undertook the review with the Clerk. There were no concerns.
- 14.9** New Village Hall – ratification (or not) of acceptance of quote from last PC meeting. **RATIFIED** – Unanimously, that the contractor as recommended by the Management & Finance Committee meeting be approved and a sub-committee to be set up to project manage this build.
- 14.10** Proposal for community garden at Tansley play area in conjunction with Jigsaw Homes (LM). It was agreed that a meeting take place on site to ascertain where the garden will be and photographs to be taken.
- 14.11** Proposal to clean up the stone flower beds on the A49 and New Road (MA). One quote has been received and it was agreed that at least one more should be obtained. As this work is required prior to the Queen's Platinum Jubilee, it was **RESOLVED** that the contractor could be decided under the Clerk's delegated authority (in conjunction with the Chair and Vice-Chair).
- 14.12** Proposal to part ex/sell the current mower for a more suitable self-propelled mower (MA). The supplier would not give very much for part exchange and the problems seem to be when the grass is wet. It was agreed that the gardener persevere with it and see how it goes.
- 14.13** Proposal to increase the hourly rate for self-employed gardener (MA). There has also been a request to obtain boots for him.

PROPOSED: Councillor J. Colecliffe

SECONDED: Councillor M. Parkinson

That the hourly rate for the gardener be increased by £2 per hour, but as the gardener is self-employed, he would have to obtain his own boots.

- 14.14** Request for outdoor notice board at the Leisure Centre (Clerk). The Beacon Trail for children in conjunction with the Platinum Jubilee celebrations includes the need for the QR code to be available. At the moment, the Leisure Centre is



shut during the day at the weekends. Therefore, it was agreed that a notice board be purchased for the outside of the centre, but that the security doors be left open for the coming weekend on Saturday and the Clerk will close up at night and open and close on Sunday when the Leisure Centre staff are not in.

- 14.15** Flower displays for the village instead of hanging baskets. The Chair and Clerk had visited the Springfield Nursing Home to request putting flower baskets on their wall in the centre of the village. This was agreed. A design was also agreed and Catterall and Wood to be asked to make up. **RESOLVED** – that a quote be agreed under the Clerk’s delegated authority (in conjunction with the Chair and Vice-Chair), as this also needs to be done prior to the Queen’s Platinum Jubilee. It was noted that Jubilee colours for the plants would be a nice gesture.

The flower bed at the Library is under contract between the Parish Council and LCC. The gardener to be asked to plant up, again prior to the Jubilee.

- 14.16** Leisure Centre & A1 Fitness – Update of fire alarm systems at Leisure Centre £962.59 and A1 Fitness £506.00. It was **RESOLVED** that both these updates take place as soon as possible.
- 14.17** Pruning of tree at the rear of the Leisure Centre by resident. As this tree was not shown to be dangerous in the recent tree survey, it was **RESOLVED** that the Parish Council would not agree to it being pruned. However, it was noted that the tree had already been pruned, the contractor for the resident stating that it was necessary prior to the birds nesting. Therefore, as no permission had been given, the Parish Council will not be paying anything towards it.
- 14.18** Newsletter and Jubilee Event Thursday 2 June 2022 update. A draft list of activities for this event had been emailed to all Parish Councillors. It was **RESOLVED** that First Aid cover was a necessity, due to having two bouncy castles. A quote had been received from St. John’s Ambulance. The Clerk to obtain another one from Chorley Angels and arrange as necessary.
- 14.19** Neighbourhood Plan update. A breakfast meeting with local businesses is to take place shortly and also an evening meeting in regard to the environment. Dates for these will be advertised on Facebook and businesses contacted by the Neighbourhood Plan committee.

15. 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

- 15.1** Jubilee items, i.e. beacon, beacon trail & small gifts on completion, bouncy castles, children’s entertainer – Confirmation has now been received from Chorley Council that the funding application has been granted.
- 15.2** Bark for Leisure Centre & Byron Crescent play areas £577.50 plus vat (previously agreed). More bark to be ordered after the Clerk’s annual leave.

The above decisions were **RATIFIED** by the Parish Council.



16. PLANNING (NC)

16.1 Applications:

- App.No. 22/00393/FULHH – Golden Meadow Farm, 179 Chapel Lane – Children’s playhouse on raised platform (retrospective) – **SUPPORT**.
- App.No. 22/00351/ADV – 3 Spendmore Lane – Application for advertisement consent for the display of 1 no. non-illuminated banner sign (retrospective) – **NEUTRAL**.
- App.No. 22/00443/FULHH – 17 Pear Tree Avenue – Part two storey, part single storey side extension (following demolition of existing attached garage) – To **raise a concern** relating to the loss of light in the evenings, as the extension may restrict light levels from the west.
- App.No. 22/00404/FULHH – 28 Almond Drive – Single storey side extension – **SUPPORT**.
- App.No. 22/00400/FULHH – 232 Preston Road – Single storey porch with replacement front canopy – **SUPPORT**.

16.2 Decisions:

- App.No. 22/00181/FULHH – Fiddlers Nook Farm, 46 Jolly Tar Lane – Erection of detached outbuilding (following demolition of existing building) – **REFUSED**.

Councillor Colecliffe left the meeting at 8.15 pm, as she had work commitments.

17. HIGHWAYS

17.1 20 is Plenty campaign – motion for Parish Councils. It was **RESOLVED** to support this motion for 20mph on all roads in the county.

17.2 LCC – Walking and Cycling Survey. This had been emailed to all Parish Councillors as the deadline for submission was 5 May 2022. Noted.

18. CORRESPONDENCE / ITEMS FOR DECISION - None.

19. ITEMS FOR INFORMATION / FUTURE DISCUSSION

19.1 Network Rail to undertake a litter pick of the railway embankment on Spendmore Lane in the near future. Noted.

19.2 At the last meeting it was agreed not to complete a questionnaire in regard to Speed cameras, as the one the Parish Council has is not working. However, a further email from LCC asked that this be completed, even if parishes did not have one. Therefore, the Clerk completed and returned.

The Chairman thanked everyone for attending and closed the meeting at 8.30 p.m.

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Councillor Michael Atherton
Parish Council Chairman

Annual Meeting of the Parish Council
11 May 2022

