



COPPULL PARISH COUNCIL M I N U T E S

**MEETING: COPPULL PARISH COUNCIL
WEDNESDAY 8 OCTOBER 2025 AT 7.00 PM
COPPULL VILLAGE HALL, CHAPEL LANE**

Members of Coppull Parish Council are hereby **SUMMONED** to attend the Annual Meeting of the Parish Council
Members of the public are invited to attend and are extremely welcome

This meeting was audio recorded.

IN ATTENDANCE – Councillors Michael Atherton (left after item 8.8), Marjorie Parkinson, Julia Berry, Janette Colecliffe, Robin Dodd, Christopher Kay, Sheila Makin, Ken McCrea, Lynne Moores and Susan Edwards, Clerk

The Vice-Chair agreed to chair this meeting as the Chairman was feeling unwell.

- 1. APOLOGIES FOR ABSENCE** – Councillors Phil Armstrong (ill) (received after the meeting), Neil Coggins (ill), Matthew Crook (ill), Maggie Peel-Impey (ill), Thomas Robinson (holiday), Paul Taylor (holiday) and County Councillor Lee Hutchinson (received after the meeting, did not receive the agenda)
- 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) and withdraw from the meeting whilst the item is discussed.
 - 2.1 DECLARATION OF INTEREST FORM** – it is each Councillor’s responsibility to ensure that this form is up to date and to declare any interests at meetings. **Noted.**
 - 2.2 DECLARATION OF GIFTS** – None.
- 3. 3.1 AMENDMENT/APPROVAL OF THE MINUTES OF THE PARISH COUNCIL MEETING DATED 10 SEPTEMBER 2025** (emailed/distributed to Parish Councillors)

PROPOSED: Councillor Ken McCrea
SECONDED: Councillor Sheila Makin

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

SUSPEND STANDING ORDERS (20 minutes in total allowed for the following 4 items or 4 minutes per person)

- 4. POLICE REPORT** – No official report. Statistics for the most reported crimes during August 2025:
 - 20 Anti-social behaviour

- 11 Violence and sexual offences
- 02 Other theft
- 02 Criminal damage and arson

Percentage was 8.2% in July, 7.6% in August.

5. COUNTY COUNCILLOR'S REPORT – None.

6. BOROUGH COUNCILLORS' REPORTS – Councillor Julia Berry reported on the following:

- Anti-social behaviour – There are no details on the police report, just statistics, so it could cover households, domestic abuse, etc. There is a new Community Beat Manager, Georgina Anson, and it would be nice to meet and discuss these things with her. The Police are always invited to the meetings, but not usually available due to work commitments.
- Emergency situations and safety at schools; HMO's in the community. The schools, Lancashire County Council and Chorley Council are prepared and have a national programme to cover this in schools, etc.
- Playgrounds in Coppull – all owned by the Parish Council are being refurbished. Chorley Council is refurbishing the one on Hurst Brook.
- Flags around the village and Christmas trees on brackets – both have happened in the past and Chorley Council are prepared to help out with the Christmas trees.

7. ITEMS INTRODUCED BY MEMBERS OF THE PUBLIC – Members of the public brought up the following matters:

- Security and emergency situations – concern expressed regarding this and the lockdown procedure in schools. Quite unnerving for parents listening to the news and events that happen locally. It is a national programme for schools and for everyone to be prepared, just in case of an emergency.
- HMO's – concern about who is moving in and rumours of HMO's being set up on Chapel Lane and Lancaster Street. Chorley Council is being asked to be more transparent regarding this matter.
- Potholes and dangerous pavements - What can be done to make pavements in Coppull safer?
- Pedestrian crossings – proposal to upgrade to pelican crossings, as the current ones are not felt to be safe anymore and drivers not always stopping.
- Parking on double yellow lines and blocking pavements – On Lancaster Street from 2.30pm onwards (school time) the traffic is extremely bad, with people parking on double yellow lines and blocking pavements. This is a concern around most schools in Lancashire. Also parking on Chapel Street, at the junction of Lancaster Street, parking and completely blocking the pavement.
- Flags around the village – a number of complaints have been received regarding this and LCC was contacted. There have also been people who are in favour of having the flags up.

of them. LCC's response was read out and the flags will not be removed. However, it was pointed out that in the 1980 road traffic act, it is illegal to put anything on lampposts.

Cllr. Berry to pass on all LCC points to County Councillor Hutchinson.

- Proposal to change Robinson & Douglas premises into a convenience store – members of the public were against this, as it was felt that traffic would increase and there are already three convenience stores in the village. There were also concerns and the effect it would have on Morris Bakery, as it is believed that asbestos is present in the buildings. This is being discussed at item 10.1 – Planning.
- Neighbourhood Plan. This is almost ready to go out to consultation. When it is complete and has received a majority vote for it to proceed, more CIL funding will be received for the village. 25% instead of the 15% at present. A member of the NP group asked for 3 projects to be taken into consideration when discussing the allocation of CIL:
 - i. Coppull Primary School needs facilities for its sports field, toilets and changing facilities.
 - ii. A footpath at the end of Clancutt Lane.
 - iii. A cycle way from Coppull to Southlands High School and other schools.

REIMPOSE STANDING ORDERS

8. GENERAL MANAGEMENT/FINANCE

- 8.1 Full accounts for July, Aug, Sept 2025; and
- 8.2 Direct debits/standing orders - Payments made and to be made – To be forwarded to Parish Councillors when completed – Clerk has been on leave.
- 8.3 PKF Littlejohn – External Audit 2025-26 -Now complete – invoice received for £1,365.00 plus vat. Matters arising:
- Section 1, Assertion 5, has been incorrectly completed. Information received from the smaller authority highlights that risk management arrangements were not reviewed and approved by the authority as a whole during the year. As a result, this assertion should have been answered 'No'. **RESPONSE:** The risk management arrangements had been seen by Councillors, but this was not minuted. To ensure it is minuted in future.
 - Section 2 has not been prepared in accordance with proper practices. The income and expenditure basis must be used to prepare its accounts (not receipts and payments) for the third and subsequent years that the income and/or expenditure exceeds £200k. **RESPONSE:** To ensure that the 2024/25 figures are restated in the prior year comparatives when completing next year's AGAR.

There are no other matters arising. Members accepted the above and **RESOLVED** that the invoice be paid.

- 8.4 Consideration of one new barrow for Lengthsman £1,121.00 (putting in next year's budget). **RESOLVED:** That this cost be included in the budget for 2026/2027.

- 8.5 Request for grant to purchase new pads for the public defibrillator at the Conservative Club. **RESOLVED:** That the Parish Council pay for the new pads at a cost of £124 plus vat. The PC has a credit with the company they use.
- 8.6 Request for funding to help at Coppull Parish Church graveyard. A grave of a World War I veteran has been laid flat as it has been found to be unsafe. A group of volunteers from the Printers Arms are fundraising to get this put back and have enquired if any sources for funding are known. The Clerk will check this out and contact Stuart Clewell, Chorley & District Armed Forces Committee. **RESOLVED:** To look into funding sources, but the Parish Council agree in principle to donate something to this cause, dependent upon what is raised, and to instruct a qualified company to do the work. The total cost will be in the region of £600 plus vat.
- 8.7 Neighbourhood Plan update (KMc). The plan is shortly to go out in the village for Regulation 14 consultation. This will be put on the website, in the Library and licensed premises within the village. It will also be available at the Parish Council office.
- 8.8 Play Areas update – to consider the inclusion of accessible equipment. Only one response has been received from the newsletter, and this was to include accessible equipment on the Springfield site. This site has recently been mentioned on social media due its condition. It was therefore agreed to close the site until the refurbishment takes place. A meeting to be arranged to discuss the play areas in more detail and the quotes received to be considered. However, the quotes will need to be amended to include additional play equipment for the Springfield site.

The Chairman left the meeting at this time as he was feeling unwell.

Cllr. Berry to liaise with the Clerk to write to Chorley Council in regard to receiving some funding to help with the costs of updating all the play areas.

- 8.9 New Village Hall update (KMc). Storage is being made in the hall with seating over and a new handrail will be fixed shortly; the existing one will be taken off and put back as it is coming loose. The Library is moving into the upstairs of the hall on a temporary basis from the end of October for a period of six to nine months, whilst essential repairs are undertaken to the Library building. It will be a limited service and half of the hall will be used for the books, equipment, etc.
- 8.10 Leisure Centre update (MA);
- 8.11 A1 Fitness update (MA) – An update was not available, but repairs to both buildings are continuing, as per the survey report.
- 8.12 Coppull Library update. A lease agreement has been received from LCC regarding the Library using the Village Hall temporarily, whilst essential work is undertaken to the Library building. LCC will pay £75 per month towards running costs. Nothing will be taken out of Library funds. **RESOLVED:** The Clerk to sign the agreement and return to LCC.
- 8.13 Digital Dog Competition Results. There were seven winners, each receiving a £25 voucher, a certificate with their dog's photo on, and treats for their dog. Thanks to Pinewood Vets for sponsoring this competition and donating £175.00.

The Garden Competition winners each received a voucher for Pole Green Nurseries (total amount £90) and a certificate.

8.14 Remembrance Sunday 9 November 2025.

- Invite from the Mayor of Chorley – Councillor Dodd will attend.
- Coppull’s Remembrance Sunday – the Clerk is liaising with the British Legion and further details will be available shortly.

8.15 Quote for removal/trimming of trees and hedges on Springfield Park and the Memorial Garden £2,500.00 – **RESOLVED:** That this quote be accepted.

9. DECISIONS MADE UNDER THE CLERK’S DELEGATED AUTHORITY (in conjunction with the Chair and Vice-Chair)

- New wheels and axle for part-time Lengthsmen’s barrow £62.50

RATIFIED by members present.

10. PLANNING (NC) - All applications can be viewed at planning.chorley.gov.uk – type in the application number in the search box.

10.1 Applications (Written report received from Councillor Coggins):

- App.No. 25/00818/TPO – 62 Clancutt Lane – works to a protected tree – TP)3 Ash, reduction of 2-3 m over drive, due to bird fowling. The Parish Council cannot comment on whether the proposal would negatively impact the health of the TPO-protected tree. Therefore, it was **RESOLVED** to remain **NEUTRAL**.
- App.No. 25/00798/MNMA – Land 53m west of Belvedere, 31 Darlington Street – Minor non-material amendment to planning permission 21/01076/FULMAJ – the erection of 67 dwellings – to amend the design of window fenestration on front elevations of the approved apartment block – **APPROVED BY CHORLEY COUNCIL**.
- App.No. 25/00831/MNMA and App.No. 25/00832/MNMA – Land between 68 and 80 Preston Road – Minor non-material amendment to planning permission 25/00329/REM and 25/00920/OUT – erection of two detached dwellings – amendment to add French doors and Juliet balcony – **APPROVED BY CHORLEY COUNCIL**.
- App.No. 25/00825/DIS – Land between 68 and 80 Preston Road – application to discharge condition 8 (tree planting). The proposed planting appears to be in accordance with the planning conditions attached to the original permission. Therefore, it was **RESOLVED** to **SUPPORT** this application.
- App.No. 25/00793/MNMA – 1 The Hazels – Minor non-material amendment to planning permission 24/00854/FULHH – Single storey front/side extension and 2 no. bay windows to side elevation – the amendment involves change from a hipped roof to a gable roof (**the amendment has been accepted by Chorley Council**).

- App.No. 25/00916/FUL – Robinson and Douglas, Spendmore Lane – Change of use to a local convenience store with other associated) for a deed of variation to a planning obligation (Affordable Housing) dated 01 June 2021 and associated with planning permission ref. 16/00804/FULMAN development, including changes to elevational openings of the main building, removal of small buildings, erection of fencing and plant, changes to access and parking arrangements and landscaping works. As there were differing views from members of the Parish Council and residents, it was **RESOLVED** to defer this matter to the next meeting of the Parish Council.
- App.No. 25/00920/FUL – 300 Spendmore Lane – Application for technical details consent for the erection of up to five bungalows (following demolition of existing bungalow) and access alterations pursuant to permission in principle ref: 25/00362/PIP. The Parish Council has previously raised objections to this development, on the basis that there was insufficient garden space for each dwelling and that there was no parking provision for Plot1. This application rectifies the issue of parking provision, but the drawings still show insufficient garden space when considering the BRE guideline of 50m2. This is especially true of Plot 2, which appears to have less than half of the recommended garden space for a dwelling of this size. **RESOLVED:** The Parish Council renew its objection based on lack of garden space for some of the plots.
- App.No. 25/00904/FUL – Sticky Fingers, 172 Spendmore Lane – Installation of a shopfront shutter to front elevation and associated elevational alterations, including change to front glazing and replacement of roof to single storey rear extension (retrospective). The shutter is a sensible precaution for a glazed shop front and there is no reason to object to a corrugated roof on a single-storey extension to the rear of a property in a built-up area where fences are nearly as high as the roofline anyway. There is no loss of amenity or privacy for neighbours. **RESOLVED:** To SUPPORT this application.
- App.No. 25/00895/CLPUD – 8 Clancutt Lane – Application for a certificate of lawfulness for the use of dwellinghouse (Class C3) as a residential care home (Class C2) to accommodate up to a maximum of two children (aged 18 or under) with up to two daytime staff members on site at any time plus a Registered Manager, with up to two staff members on site overnight, as well as ad-hoc temporary staff support from up to two daytime staff members, as required. It is believed that the dwelling is already in use in the fashion being applied for, which means that this should be a retrospective application, rather than a certificate of lawfulness application. Chorley Council to be notified.
- App.No. 25/00898/S106A – Land 120m South-West of 21 Lower Burgh Way, Chorley – Request under Section 106A(1) of the Town and Country Planning Act 1990 (as amended). There were no documents to view at the time of the meeting, but it was felt that there was no reason why the amount of affordable housing being provided by an estate of more than 200 homes should be allowed to vary. If the developer failed to properly budget for this when planning and constructing such a large estate, that seems very much a “them”

problem, and not something that the Planning Authority should be forced to accept. Chorley Council to be notified.

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. 25/00386/FUL – 63 – 71 Jolly Tar Lane – Construction of a self-build, four-bedroom bungalow, with associated car parking and external works – **GRANTED.**
- App.No. 25/00682/FULHH – 2 Burwell Avenue – Single storey rear/side extension – **GRANTED.**
- App.No. 25/00680/FULHH – 14 Clayton Gate - Single storey rear extension and replacement doors to existing garage – **GRANTED.**
- App.No. 25/00756/PIP – 23 to 25 Wigan Lane – Permission in principle for the erection of up to four dwellinghouses – **GRANTED.**
- App.No. 25/00682/FULHH – 2 Burwell Avenue – Single storey rear/side extension – **GRANTED.**

11. HIGHWAYS - To discuss the recent flags which have been put up around the village by anonymous person(s) and response from LCC. The Parish Council has received four emails from residents objecting to the flags. It is the responsibility of Lancashire County Council as the highway's authority to deal with this matter. The Parish Council has no authority over this issue. A response has been received from LCC. They are supportive of communities wishing to fly the Union Flag or the Cross of St. George, they don't require planning permission, but they must be displayed safely and in accordance with their guidance. If a safety risk exists, immediate action will be taken to make the area safe.

A letter had also been received through Sir Lindsay Hoyle's office from a lady of colour who is a British citizen having lived in the UK for over 60 years and lives in the village. This lady is feeling very uneasy about the meaning behind the flags being put up. **RESOLVED:** To write back to Sir Lindsay saying that the Parish Council welcomes anyone to Coppull and would hope that everyone is treated with the same respect. However, the Parish Council has no authority over lampposts or anything on the highways. To forward a copy of the response from LCC.

12. CORRESPONDENCE / ITEMS FOR DECISION

12.1 Webinar and Grant Scheme regarding electrical safety. A webinar is taking place on Thursday 23 October from 10-12pm in regard to what the Government is proposing to put into regulations regarding the safety of lithium-ion batteries.

There is also funding available for electrical safety where community groups can receive support to:

- Tackle risks associated with unsafe electrical products and installation.

- Raise awareness of electrical safety and encourage safer behaviours.
- Deliver practical solutions, such as removing or repairing faulty products and installations.

The fund closes on 12 October 2025. Details of how to access both of these to be forwarded to Parish Councillors when it is received.

- 12.2 Chorley Area Committee of LALC meeting Monday 3 November at 7pm at Chorley Town Hall (two representatives can attend). **RESOLVED:** The Clerk and Councillor Colecliffe to attend.

13. ITEMS FOR INFORMATION / FUTURE DISCUSSION

- 13.1 Chorley Council car park proposals update. For Yarrow Valley Park the proposals are as follows:

- Up to 3 hours FREE (a Time of Arrival ticket must be displayed)
- Up to 4 hours £1
- All day £3

You can find full details of the proposals at chorley.gov.uk/parking.

- 13.2 HMO information from Chorley Council. Details have been received and these are also available on Chorley Council's website.

The Vice-Chairman closed the meeting at 9.00 pm.

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Councillor Marjorie Parkinson
Vice-Chair of Coppull Parish Council