



COPPULL PARISH COUNCIL

DRAFT MINUTES

MEETING: PARISH COUNCIL
WEDNESDAY 12 AUGUST 2020 - 7.00 P.M.
SPRINGFIELD PARK LEISURE CENTRE,
SPRINGFIELD ROAD NORTH, COPPULL

As permitted by the Local Authorities (Coronavirus) (Flexibility of Local Authority Police and Crime Panel Meetings) (England and Wales) Regulations 2020 No. 392, this meeting will be conducted as a "Hybrid" meeting – on Zoom and also in person (socially distanced) in the Café at the Leisure Centre.

PRESENT: Parish Councillors Michael Atherton (Chair), M. Parkinson (Vice-Chair), Pauline Cobham, Neil Coggins, Janette Colecliffe, Elaine Jones, Sheila Makin, Maggie Peel-Impey, Paul Taylor and Susan Edwards (Clerk),

ZOOM: Councillors Nora Ball and Steve Holgate, Dorian Pilkington (Community Champion)

1. ATTENDANCE/APOLOGIES FOR ABSENCE – Councillors Matthew Crook (holiday), Paul Eastham (another commitment), Lynne Moore (Illness), Ashley Whittaker (another commitment), Chorley Councillors Alex Hilton and Alan Whittaker, County Councillor Julia Berry. It was agreed that a dispensation would be given for all previous non-attendance and the six meeting rule in regard to attendance would start again with this meeting.

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 Pauline Cobham - Item 4.5 - Leisure Centre.

2.1 DECLARATION OF INTEREST FORM (emailed/distributed to Parish Councillors) – Councillors to consider if their details need updating and inform the Clerk.

2.2 DECLARATION OF GIFTS – None.

3. AMENDMENT/APPROVAL OF THE MINUTES OF THE PARISH COUNCIL MEETING DATED 11 MARCH 2020 (emailed/distributed to Parish Councillors) – No meetings since March due to the Coronavirus Pandemic

PROPOSED: Councillor M. Parkinson

SECONDED: Councillor S. Makin

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



4. URGENT MATTERS/ITEMS FOR DECISIONS

- 4.1** 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 to Parish Councillors).

PROPOSED: Councillor M. Parkinson

SECONDED: Councillor N. Coggins

RESOLVED: That the end of year accounts for 2019/20 be approved as a correct record.

RESOLVED: That Section 1 & Section 2 of the AGAR be approved as a correct record and forwarded to the external auditors.

- 4.2** Employees – Consideration to be given as to whether the part-time Lengthsman continues to be paid whilst not working, or reduced pay if he returns to work on reduced hours – or take on a temporary worker.

RESOLVED: That Chris is not paid from September if he does not return to work and that he is only paid for the hours he does when he does return to work. A temporary Lengthsman also to be sought if he does not return.

- 4.3** Community Infrastructure Levy – Village Hall and Neighbourhood Plan.

RESOLVED - to move forward with the Village Hall in its current site, as no other land has become available. Plans need to be drawn up and put into planning to ascertain if planning permission can be obtained for a two storey structure set back from its original position.

RESOLVED – to move forward with the Neighbourhood Plan by contacting all the residents interested in being part of its development and forming a committee.

- 4.4** Newsletter – is the Autumn edition to go ahead, a new printing company has been obtained – a delivery company still being looked into. It was agreed that the next newsletter should go ahead. If a delivery company cannot be obtained, volunteers will again deliver.

- 4.5** Leisure Centre update (PC) – Councillor Atherton stated that he is no longer a Trustee of the centre. A new Trustee has been appointed who is a trampolining coach. There are now two Trustees who are involved in the sports at the Centre and Councillor Cobham who is now Chairman of the Trustees and in charge of running the café.



Councillor Cobham thanked Councillor Atherton on behalf of the Trustees and the management for all the work he has put into the centre over his time as a Trustee.

- Review of Leisure Centre Lease (Every five years). It was **RESOLVED** that the Lease continue and reviewed again in five years' time. The Centre has a 20 year lease agreement with the Parish Council.
- Consideration of selling the climbing wall which is no longer used/economical, to make space for other equipment. It was **RESOLVED** that enquiries be made into how much could be obtained for selling the wall, also taking into account the cost of removing it, before a decision is made. Chorley Council also to be contacted as the wall was obtained through CIL funding and to ascertain what the money could be used for if the wall was sold. If it could be put back into the centre, a running track would be purchased.
- Consideration of the Parish Council paying for the first month's bills for the Centre when it opens, to give them time to get some income in. The Trampolining Club that used the centre has gone elsewhere and as much less people will be able to use the hall at any one time, it will take time to get income in. It was **RESOLVED** that the Parish Council would continue to pay utilities for the first month that the Centre is open.

4.6 Review of A1 Fitness Lease (Annually). It was **RESOLVED** that the Lease continue and be reviewed again next year. The gym opened again at the beginning of August and will commence paying rent at the end of August.

4.7 Coronavirus – Consideration of giving grants to local organisations helping residents. It was **RESOLVED** that an advert be placed in the newsletter to ask local organisations who are struggling getting back on their feet due to Covid 19, when they will be considered for a small grant. A recent bank statement and information on what the grant would be used for to be forwarded.

4.8 Consideration of separate email accounts for Parish Councillors. It was **RESOLVED** that Parish Councillors should all have separate email accounts for Parish Council information. The Clerk to look into this.

4.9 Consideration of tablets for Councillors and replacing broken computer used in the office by the Chair.

Councillor Julia Berry had informed the Clerk that Chorley Council may consider part funding Parish Councils to obtain tablets for all Parish Councillors, to enable them to participate in on-line



meetings. Training would also be given. It was **RESOLVED** to wait until further information is received.

It was **RESOLVED** that the second computer in the office be replaced, as it was beyond repair, and that up to £500 be allowed for this.

- 4.10** Accounts from 01.04.2020 to 30.06.2020 (emailed/distributed to Parish Councillors). Councillor Makin had checked through the accounts for this three month period. It was **RESOLVED** that the accounts be approved as a correct record.
- 4.11** Consideration of purchasing a weed burner for use by the Lengthsman and Gardener. The Clerk to contact Chorley Council to ascertain their supplier and cost and if training would be given.
- 4.12** Public Rights of Way – A request has been received for the Parish Council to contribute towards necessary works to Bridleway 22, adjacent to the railway line running from Mill Lane to Charnock Richard, out of future CIL funding – approx. £15,000. It was **RESOLVED** that consideration would be given to this when the next CIL funding is received, but that Charnock Richard PC should also be asked to contribute.
- 4.13** Allotments update (PE). Apologies received from Councillor Eastham as he had a prior commitment. The fencing to the bee enclosure should be done soon and three other allotments are also hoping to be sorted shortly.
- 4.14** Bogburn Lane – concerns over speeding and the state of the road (EJ). There has been a lot of delivery traffic lately speeding down the lane and although it is a side road with a 20mph speed limit, there is no sign. The pavements are all breaking up. LCC to be contacted and asked to inspect the pavements and provide a sign.

At this point in the meeting Zoom attendees were cut off. Therefore, the Chairman closed the meeting at 7.40 pm and following items could not be covered. If another meeting is held with Zoom, a microphone to be obtained as the sound quality for those on zoom was very bad and the professional zoom package to be obtained, which would not stop after 40 minutes.

- 5. COMMUNITY CHAMPION** – Dorian Pilkington
- 6. POLICE REPORT**
- 7. COUNTY COUNCILLOR'S REPORT** – Cllr Julia Berry
- 8. BOROUGH COUNCILLORS' REPORTS** – Cllrs J. Berry, J. Fitzsimons, A. Hilton, S. Holgate, A. Whittaker
- 9. ITEMS INTRODUCED BY MEMBERS OF THE PUBLIC**



10. DECISIONS MADE UNDER THE CLERK’S DELEGATED AUTHORITY

(After consultation with the Chair and Vice-Chair) – Report by the Clerk emailed to Parish Councillors – Delegated authority to continue with the Clerk, Chair and Vice-Chair to maintain the day-to-day running of the Council.

11. PLANNING - Applications and Decisions (details sent separately by email to Parish Councillors).

12. ITEMS FOR INFORMATION / FUTURE DISCUSSION - Clerk’s leave – office closed after Thursday 20 August until Tuesday 1 September 2020.

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Councillor Michael Atherton
Parish Council Chairman

