



# COPPULL PARISH COUNCIL MINUTES

**MEETING: PARISH COUNCIL - ANNUAL GENERAL  
WEDNESDAY 12 MAY 2021 - 7.00 P.M.  
SPRINGFIELD PARK LEISURE CENTRE,  
SPRINGFIELD ROAD NORTH, COPPULL**

Zoom meetings are no longer permitted for Parish Councils by the Local Authorities (Coronavirus) (Flexibility of Local Authority Police and Crime Panel Meetings) (England and Wales) Regulations 2020 No. 392. Therefore, this meeting will be held in the café at the Springfield Park Leisure Centre, where Covid-19 safety measures will be in place. Members of the public can still attend by Zoom and they should contact the Clerk so that arrangements may be made for them to join the meeting by Zoom or in person.

**PRESENT:** Parish Councillors Michael Atherton (Chair), Marjorie Parkinson (Vice-Chair), Pauline Cobham, Neil Coggins, Janette Colecliffe, Matthew Crook, Steve Holgate, Sheila Makin, Lynne Moores, Maggie Peel-Impey, Ash Whittaker, Susan Edwards (Clerk) and County Councillor Julia Berry

## 1. ELECTION OF CHAIR

**PROPOSED:** Councillor Matthew Crook

**SECONDED:** Councillor Neil Coggins

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 Maggie Peel-Impey

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), Paul Eastham (illness), Elaine Jones (cannot use stairs), Paul Taylor (working – listened in by Zoom), and Community Champion, Dorian Pilkington (working)

## 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 INTEREST FORM** – If any Councillor has had any change in circumstances since the form was completed in 2019, please inform the Clerk.

**4.2 DECLARATION OF GIFTS** – None.

## 5. DATES OF FUTURE PARISH COUNCIL MEETINGS – currently 2<sup>nd</sup> Wednesday of each month – it was agreed to keep the date and time the same.



**6. FORMULATION OF COUNCILLORS' AREA OF RESPONSIBILITY** – it was agreed to remain the same.

**7. DATES AND FORMULATION OF COMMITTEE MEETINGS AND MEMBERS** – it was agreed to remain the same and to add the Neighbourhood Plan Steering Group.

**8. AMENDMENT/APPROVAL OF THE MINUTES OF THE LAST PARISH COUNCIL MEETING DATED 14 APRIL 2021** (emailed/distributed to Parish Councillors)

PROPOSED: Councillor Lynne Moores

SECONDED: Councillor Marjorie Parkinson

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

**9. NO MEETING OF THE ANNUAL PARISH MEETING IN APRIL 2021 DUE TO THE CORONAVIRUS PANDEMIC**

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

**10. COMMUNITY CHAMPION** – Dorian Pilkington. Apologies received.

**11. POLICE REPORT** – None received.

**12. COUNTY COUNCILLOR'S REPORT** – Councillor Berry had been re-elected in May 2021 and stated that there was also a new leader of the council.

- Two hundred houses are proposed for Lower Burgh Way (partly in Coppull). The developer has to make some contribution to education.
- Mini-roundabout at The Grange is still causing concern, a request has been put in for it to be reassessed.
- There is a great deal of speeding at the Clancutt Lane mini-roundabout and the white lines are being redone. A petition is going around the village which needs 500 signatures for it to become an agenda item at County. Anyone having problems to be encouraged to write in to the County Council. This can be done anonymously. If the newsletter has not yet gone to print, a small amendment to be made to include the information in regard to speeding.

**13. DISTRICT COUNCILLORS' REPORT** – Councillor Julia Berry, Alex Hilton and Steve Holgate were elected to represent Coppull on the District Council and would do all they can to defend the green belt.

Councillor Berry mentioned that the proposed development at Blainscough was refused by Chorley Council.

**14. ITEMS INTRODUCED BY MEMBERS OF THE PUBLIC** – None.

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

**15. MANAGEMENT & FINANCE COMMITTEE** – Next meeting scheduled for 2 June 2021, one week later than usual due to holidays.



## 16. GENERAL MANAGEMENT/FINANCE

- 16.1 Financial Statement 2019/20 (emailed/distributed to Parish Councillors).

**RESOLVED** – that the statement be approved as a correct record and will be put in the next newsletter.

- 16.2 Appointment of Internal Auditor for end of year – **RESOLVED** – to appoint the same person as previous years, a local accountant.

- 16.3 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 S. Makin

**SECONDED:** Councillor M. Peel-Impey

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

**PROPOSED:** Councillor M. Atherton

**SECONDED:** Councillor M. Parkinson

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

**PROPOSED:** Councillor J. Colecliffe

**SECONDED:** Councillor S. Makin

- 16.4 Permission to send information by email (to be agreed at the meeting). **RESOLVED** – that the original permission signatures still remain in force.

- 16.5 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.

- 16.6 Annual Report 2020/21 (emailed/distributed to Parish Councillors)

- 16.7 Chairman's Overview 2020/21 (emailed/distributed to Parish Councillors)

- 16.8 Councillors Attendance 2020/21 (emailed/distributed to Parish Councillors)

Only 4 meetings of the Parish Council were held during 2020 due to the Coronavirus Pandemic. It was agreed that dispensation be given to all Councillors who could not attend and the 6 month rule to start again from this meeting. The Annual Report, Chairman's Overview, Attendance at Meetings, together with the Financial Statement, will be put on the website.

- 16.9 Community Infrastructure Levy. A further £2,157.05 has been received. All CIL funding is being reserved for the new Village Hall, with a small amount for the Neighbourhood Plan.

- 16.10 Energy prices. Three companies are sending in prices to set now for gas and



electricity, as they have stated that there could be a significant increase by the time of renewal (Sept 2022). To discuss again when all the prices have been received.

- 16.11** New Village Hall update. Six contractors have been asked to tender, but no quotes have been received yet. Two have stated that it cannot be done in the six weeks holiday and one is fully booked until 2022. The owner of the pre-school has been contacted and she would be willing to close from school closure in July until the New Year. She only has 7 children at the moment and doesn't want to take on any more if she is going to close. The two contractors have now agreed to quote. The job will also be posted onto "Contract Tender" website.
- 16.12** Neighbourhood Plan update. This is still out for consultation (6 weeks). Progress is ongoing with the steering group, it can take up to three years for a plan to be made. An independent person will check the plan once it is finished and it will then go to a referendum within the village. It has to receive 50% of votes from those who vote for the plan to go ahead. The Chairman thanked Councillor Coggins for the work he has done so far in regard to getting the plan off the ground, but who has stepped down now. Councillor Holgate has taken over as Chair.
- 16.13** Newsletter. This has just been sent to the printers, but the Clerk was asked to try and get some information in about speeding if the printing has not already started. A new delivery company is being trialled as it is less than half the price of the current one. This does mean that much stricter deadlines have to be met, as if not on time, the delivery cannot take place.
- 16.14** Proposed New Logo (emailed/distributed to Parish Councillors). The Chairman had arranged for a graphic designer to design a new, more modern logo for Coppull (no charge). This will go on the new sign proposed for the entrance to the Leisure Centre.
- 16.15** Policies (List emailed/distributed to Parish Councillors) – to review at the next Management & Finance Committee meeting.
- 16.16** Contracts – to review at the next Management & Finance Committee meeting.
- 16.17** Lengthsmen. All three Lengthsmen now in work. One of the part-time Lengthsmen is on reduced hours, at the request of the house he lives in, as they wish to accompany him on his rounds. At the present time there is one full-time Lengthsman, one part-time (4.5 hours for two mornings) and another part-time (4 hours for two mornings).
- 16.18** Allotments update. The association has sorted out a path which needed more gravel, etc. All doing well at the present time.
- 16.19** Leisure Centre update (PC). The Centre re-opened on 12 April, but admission is slow at the moment as the rules of the British Gymnastic Association have to be adhered to. Numbers are low, but hoping that the next Coronavirus update will mean that more people can be admitted. Children are having to be turned away on Friday evenings due to this. The trampoline squad meets



three nights per week.

**16.20** A1 Fitness and Little Lamb's update (MA). Little Lambs has remained open, but only has a small number of children. A1 Fitness is back up and running again.

**16.21** Dog Fouling (to be put on every PC agenda until further notice). No major problem areas.

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

**17. 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 due to Covid-19 – maximum spend £500 – now raised to £1,000)

- Purchase of a self-propelled mower for use by the gardener up to £350.00 – actual cost
- Purchase of a scarifier for use by the gardener £300.00

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

**18. PLANNING (NC) – Applications and Decisions** (details sent separately by email to Parish Councillors)

**Applications:**

- 61 Hurst Brook - Two storey side and single storey rear extensions – **NEUTRAL**
- Sticky Fingers, 166 Spendmore Lane – Prior approval for the change of use of a retail premises to a wholly residential use – **NEUTRAL**
- 99 Hurst Brook - Part two storey/part single storey side/rear extension – **SUPPORT**
- 11 Goose Green Avenue – Rear extension – **SUPPORT**
- 47 Chapel Lane - New Village Hall – **Conflict of Interest, no comment**
- 19 Clancutt Lane - Outline application for the erection of a single detached dwelling - **NEUTRAL**

Commented [SE1]:

**19. HIGHWAYS**

**19.1** Parking Enforcement Requests (to be put on every PC agenda until further notice). None reported.

**19.2** Speeding – Clancutt Lane and Mill Lane. A petition is in the shops in regard to the Clancutt Lane roundabout and the speeding that occurs. Mill Lane continues to be ongoing.

**20. CORRESPONDENCE / ITEMS FOR DECISION**

- Survey money received for donation to charity £75.00. To consider where to donate this money to and discuss at the M&F committee meeting. The Springfield Leisure Centre charity was proposed.
- Request by Charnock Richard Parish Council to object to a planning application on Charter Lane, CR. Objections were placed and this was **RATIFIED** by full council.



## 21. ITEMS FOR INFORMATION / FUTURE DISCUSSION

- The road sign on New Road appears to have been damaged again. The Clerk to report.
- Two new fruit trees have been planted on the play area at Manor Way and 19 at the Tansley play area.
- The Mayor's ball is to be held on 16 July 2021. Any Councillors wishing to attend, please contact the Clerk. There is a table reserved for up to ten people. First come first served.

The Chairman thanked everyone for attending and closed the meeting at 7.50 p.m.

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**Councillor Michael Atherton**  
**Parish Council Chairman**

