



COPPULL PARISH COUNCIL MINUTES

**MEETING: ANNUAL MEETING OF THE PARISH COUNCIL
WEDNESDAY 17 MAY 2023 - 7.00 P.M.
MEETING ROOM, SPRINGFIELD PARK LEISURE CENTRE,
SPRINGFIELD ROAD NORTH, COPPULL**

This meeting was held one week later than usual due to the May elections.

PRESENT: Parish Councillors Michael Atherton (Chair), Marjorie Parkinson (Vice-Chair), Phil Armstrong, Pauline Cobham, Neil Coggins, Janette Colecliffe, Matthew Crook, Sheila Makin, Lynne Moores, Paul Taylor, Susan Edwards (Clerk), Chorley & County Councillor Julia Berry and Chorley Councillor Alex Hilton

1. ELECTION OF CHAIR

PROPOSED: Councillor Neil Coggins

SECONDED: Councillor Sheila Makin

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 Lynne Moores

SECONDED: Councillor Janette Colecliffe

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 Chris Kay (illness) and Ken McCrea (another commitment)

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 – All Councillors have completed a new form for the new term of office.

4.2 **DECLARATION OF GIFTS** – None.

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5. **DATES OF FUTURE PARISH COUNCIL MEETINGS** – currently 2nd Wednesday of each month – it was **RESOLVED** to keep the date and time the same.
6. **FORMULATION OF COUNCILLORS' AREA OF RESPONSIBILITY** – it was **RESOLVED** to update this form when all vacancies have been filled.
7. **DATES AND FORMULATION OF COMMITTEE MEETINGS AND MEMBERS** – it was **RESOLVED** 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 12 April 2023** (emailed/distributed to Parish Councillors)

PROPOSED: Councillor Lynne Moores
SECONDED: Councillor Pauline Cobham

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

AMMENDMENT/APPROVAL OF THE MINUTES OF THE ANNUAL PARISH MEETING (COMMUNITY) ON 26 APRIL 2023 (to be formally approved at the next meeting in 2024)

PROPOSED: Councillor Pauline Cobham
SECONDED: Councillor Lynne 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.

9. **POLICE REPORT** – no report available.

In March 2023 the statistics were:

- 17 Violence and sexual offences
- 14 Anti-social behaviour
- 2 Criminal damage and arson
- 2 Other crime

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

- Buses have been diverted due to the road works on Spendmore Lane.
- Violence in the village – in contact with the Crime Commissioner about this.

11. **DISTRICT COUNCILLORS' REPORT** – Councillor Julia Berry and Alex Hilton reported on the following:

- Cllr Hilton is also working with the Police in regard to anti-social behaviour within the village.

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- There have been some planning enforcement complaints. A tree house was removed off Jolly Tar Lane and a shipping container will be removed shortly. An enforcement notice has gone out to remove a balcony which was put up in Claytongate without the necessary permissions.
- Noise from Coppull Mill. Environmental Health is now involved.
- Planning application at 29 Springfield Road. A stop notice was issued by Chorley Council, but most of the building work had been completed. The application in regard to minor non-material amendments was withdrawn, as it was not fit for purpose. A retrospective application has now been put in for a home and hairdressers, validated today. The Planning Officer will be going out to do a full inspection this week. Cllr Hilton will not be on the committee, as he may have to chair the meeting. People can put in objections through the website, or to himself or Cllr Berry. The application may be decided through Officers Delegation, depending on the inspection. Procedures need to be followed and Chorley Council has followed the correct process and procedures. Objections can be taken from individuals who are affected by this development or their property is affected. If it goes to committee, representatives from the Parish Council can attend the meeting to put forward their comments and objections.

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

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

13. GENERAL MANAGEMENT/FINANCE

- 13.1 Election Results – Uncontested for 13 places – unfortunately, one candidate has not signed his Declaration of Office or attended this meeting and has since resigned. Chorley Council will now advertise this vacancy again and if no one puts forward for an election, the Parish Council will be able to co-opt.
- 13.2 Co-option for two vacancies. Two applications had been received from Maggie Peel-Impey (previous councillor who could not stand for election as she was away) and Thomas Robinson-Jones (local business owner). It was **RESOLVED** that both of these applicants be co-opted on to the council.
- 13.3 Permission to send information by email – to a designated Parish Council email address. Signed by all councillors along with the Declaration of Office.
- 13.4 Councillors Allowances & Chairman’s Allowance (previously agreed only expenses for mileage incurred and Councillors allowed one ream of paper and one printer cartridge per year – Chair allowed more). **RESOLVED** as above for councillors, with no Chairman’s allowance as in previous years.
- 13.5 Approval of the Internal Auditor’s Report (distributed at the meeting). The Auditor had no concerns and stated that the Parish Council was now like a “large”, small business and the accounts were run efficiently.



- 13.6 Review of the Effectiveness of the system of internal control. The Internal Auditor stated that the effectiveness of the system of internal control was good and to a standard adequate to meet the needs of the council. Cllr Makin reviews the accounts quarterly, checking all payments and receipts and the Parish Council feel this is a good system of internal control, which safeguards the Parish Council and the Clerk.
- 13.7 End of Year Accounts and Financial Statement 2022-2023 (emailed/distributed to Parish Councillors). There were no concerns raised.
- The parish precept for 2023-2024 has now been received and a CIL payment was received on 28 April 2023 for £7,545.54.
- 13.8 Approval of Section 1 Annual Governance Statement & Section 2 Accounting Statement of the Annual Return (AGAR) for the External Auditors.
- RESOLVED** – that Sections 1 and 2 of the Annual Return are approved as a correct record.
- 13.9 Youth Grant applications. There have been four applications, which would enable them to have £250 of the £1,000 donated by Chorley Council. To discuss again after the closing date of 31.05.23.
- 13.10 A1 Fitness – Review. It was **RESOLVED** to allow the club to make incremental increases of their rent each month until back up to date. To inform the club to contact Business Support at Chorley Council for funding opportunities.

Councillor Colecliffe left the meeting at 7.45 pm, as she had work commitments.

- 13.11 Picnic in the Park Event Sunday 11 June 2023. Everything is going to plan at the moment and there is still money left over from the funding received. Banners are being produced and the event is advertised on the front page of the newsletter. Posters will be put in shops and businesses and anywhere that can be used to advertise the event, including Facebook, Community Groups, notice boards and website. The poster will be produced as an A5 leaflet to distribute to local schools, who are also undertaking to make bunting with the children, as they did for the Queen's Jubilee.

- 14. 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 – **None**.)

15. PLANNING (NC)

15.1 Applications:

- App.No. 23/00339/MNMA – 29 Springfield Road - Minor non-material amendment to planning permission 22/01/293/FULHH – Erection of detached garage (following demolition of existing detached garage and shed). The amendment involves the installation of a door and window to the northern elevation, installation of 1no. roof light and an increase to the depth, width and height of the



building (**proposed to be withdrawn and a retrospective application put in**). This has now been withdrawn.

App.No. 23/00397/FULHH – 29 Springfield Road – Erection of outbuilding in rear garden to provide ancillary residential living space and home working (hairdressers) space (retrospective), following demolition of existing detached garage and shed. A retrospective application has now been received for a completely different building than was originally applied for and has now been erected, which appears to be a bungalow with business premises. **RESOLVED** – To strongly **OBJECT** and Cllr Coggins to draft up a letter of objection.

- App.No. 23/00358/DIS – Vienna, Chapel Lane – Application to discharge conditions of planning ref. 18/00118/FUL – Erection of a detached dwelling house and garage, including alterations to access. Not applicable for comments from the PC.
- App.No. 23/00378/FULHH – 1 Coppull Hall Lane – Single storey side extension. There is no loss of amenity or privacy for the neighbours – **SUPPORT**.
- App.No. 23/00325/PDE – 1 Goose Green Avenue – Notification of a proposed single storey extension measuring 4m in depth, with eaves height of 2.7m and a maximum height of 3.7m. This application meets the criteria for permitted development, there are no overshadowing or privacy concerns – **SUPPORT**.
- App.No. 23/00331/CTY – Wigan Lane, Consultation from LCC on scoping opinion request for a proposed anaerobic digester unit and ancillary development. There were concerns over the environmental impact, pollution into the brook and the route for the pipeline, which was not included in the application. Cllr Coggins to look into this in more detail, review the documentation and refer back to the Parish Council.

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

15.3 **Decisions:**

- App.No. 23/00155/FULHH – 8 Clancutt Lane – Single storey side extension – **GRANTED**.
- App.No. 22/01162/FUL – 1 Sunny Brow – Erection of 1no. detached dwelling (following demolition of garage) – **WITHDRAWN**.
- App.No. 23/00226/FULHH – 33 Springfield Road – Single storey side and rear extension (following demolition of existing rear projection) – **GRANTED**.
- App.No. 23/00121/FUL – 122 Chapel Lane – Section 73 application to vary condition 3 on approved plans, to amend external details to the approved house types – **GRANTED**.
- App.No. 23/00160/FULHH – 23 Park Road – Single storey side/rear extension and associated external alterations and creation of new dropped kerb to enable



vehicle access off Park Road – **GRANTED**.

- App.No. 23/00155/FULHH – 8 Clancutt Lane – Single storey side extension – **GRANTED**.
- App.No. 23/00259/FUL - Early Birds Nursery, 193 Spendmore Lane – Application to remove condition no 3 (time limit for removal of the portacabin, of a previous retrospective application for the siting of a portcanin unit for use as additional space for nursery staff – **REFUSED** due to adverse effect on the neighbouring properties.

16. HIGHWAYS – None.

17. CORRESPONDENCE / ITEMS FOR DECISION – None.

18. ITEMS FOR INFORMATION / FUTURE DISCUSSION

18.1 Village Hall Update – Cllr Crook reported that this is progressing very well and the roof will soon be on making the building water tight. All the stages from the contract are being met and payments made.

18.2 Play Area Reports – to be emailed to Parish Councillors. The Chairman is looking into all the repairs which need doing.

18.3 Railway Subway – Decision of the Public Inquiry – The Inspector’s Conclusion:

“In allowing the appeal against the refusal of LCC to make the Order, the Inspector found that the claim for the footpath met the lower test to be applied at that stage, specifically that it was reasonable to allege that a right of way subsists. I have had the benefit of reading and hearing additional and more detailed evidence provided to the Inquiry. On the basis of that evidence, I find that the claim does not meet the higher test that applies at this later stage, specifically whether a right of way subsists on the balance of probabilities. Consequently, having regard to the above and all other matters raised, I conclude that the Order should not be confirmed”.

The Chairman thanked everyone for attending this first meeting of the new council, congratulated those who had been re-elected and welcomed new councillors.

The Chairman closed the meeting at 8.30 p.m.

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Councillor Michael Atherton
Parish Council Chairman

