



**Proposed Recreational Fields Project at
Pear Tree Lane fields
Pear Tree Lane, Euxton, Chorley**

**Communication History
2000 to date**

Report September 2010

**Published by: Euxton Parish Council
9 Ambleside Avenue, Euxton,
Chorley, PR7 6NX
Tel: 01257 234004
Email: euxtoncouncil@btinternet.com**

Ways in which the Council Communicates with the residents of Euxton

Method	Description of method, frequency, coverage
Full Council Meetings of Euxton Parish Council	<ul style="list-style-type: none"> - Council meetings are held in public at a local Euxton venue - Any member of the public can attend and there is a public section on the agenda where they can speak - The dates and times are advertised regularly all year round in the - 5 village noticeboards strategically positioned all around the village - 4 Euxton WEB newsletters distributed to every home in the village
Euxton Parish Council's Committees Meetings	<ul style="list-style-type: none"> - Committee meetings are held in public at a local Euxton venue and any member of the public can attend - The dates and times are advertised when a meeting has been arranged in - 5 village noticeboards strategically positioned all around the village - and on the website
Euxton Parish Council's Annual Report to the Electors	<ul style="list-style-type: none"> - Published once a year covering a period of 1 April to 31 of March - The Annual Report is included within the Euxton WEB newsletter which is distributed to every house in the village - The Annual Report is published on the Website, which has a Home page link and links throughout the site whenever the Annual Report is referred to
Euxton Parish Council's Annual Budget report to the Electors	<ul style="list-style-type: none"> - Published each year following the Council setting the Precept Budget at its Full Council meeting - The Budget is included within the Euxton WEB newsletter which is distributed to every house in the village - The Budget is published on the Website, which has a Home page link and other links on the site whenever it is referred to.
Euxton Parish Council's Five Noticeboards around the village	<ul style="list-style-type: none"> - There are five village noticeboards strategically positioned all around the village, and one we have two spaces in at Buckshaw Village which we advertise the contact and meeting date details - The noticeboards always contain a list of Councillors contacts, meeting dates/times, all the Councils contact details - Regularly contains sets of meeting Minutes and Agendas, when they are published
Euxton WEB Newsletter, published by Euxton Parish Council	<ul style="list-style-type: none"> - This publication is produced and distributed four times a year at the same time. It is posted through every households door the first weeks of March, June, September and December. - The Euxton WEB contains newsletter articles, reports, contact details, meeting dates and much more. - The Euxton WEB is a professional, quality printed newsletter six to 8 pages, full colour, gloss art paper. - It's arrives through the doors of residents home Solus, not inside or with another leaflet or free newspaper, for properties not covered by the distributor other methods are used such as royal mail and hand delivers. Properties not covered are very rural properties, certain estates which we are aware of and use the alternative methods for.
Euxton Parish Council's Website	<ul style="list-style-type: none"> - Available to anyone with internet access - Advertised on the noticeboards, in the Euxton WEB, on all correspondence of the Council - Contains a catalogue of information, up-to-date and historical such as reports and update on projects, historic minutes library, all published Council reports such as the Budget and Annual Report
Euxton Parish Council Email	<ul style="list-style-type: none"> - The Council's email address is available on the noticeboards, all correspondence, all publications, on other key authorities websites such as Chorley Council, Lancashire County Council
Press Releases	<ul style="list-style-type: none"> - These are used to publicise project information, reports or advertise events such as consultation events etc

Meetings and Discussions

Euxton Parish Council has discussed the need for increased recreation space within Council meetings since 2000. (Public Meetings, publically available Minutes of meetings)

The specific offer of fields from English Partnership at Pear Tree Lane have been contained in Minutes of meetings since 2004 and had Full Council support to pursue the offer of fields from 2004 onwards.

February 2004 the Council set up a working group entitled 'Community Sports Facility' group where discussions began regarding the possible land offer of three fields off Euxton Lane. (Public Meetings, publically available Minutes of meetings)

This Working Group was renamed Pear Tree Greens Working Group later in 2004 and met regularly from 2004 to present. In May 2006 the Working Group was made into a full Committee.

Key decisions regarding the Pear Tree Lane land is contained in Full Council meetings of 20 March 2008, item 8iii), 17 April 2008, item 7ii), 19 June 2008, item 7ia) and in all the Pear Tree Committee minutes, but specifically in 5 June 2008 which was referred for a Full Council decision on 19 June 2008. (Public Meetings, publically available Minutes of meetings)

Annual Publications

The recreation fields project was referred to in the Council's Annual Report for 2008/2009 (see Appendix 1).

The project was again referred to in the Council's Annual Report for 2009/2010 (see Appendix 1).

Precept Information/Publications

The Parish Council continued to precept funds for any possible land which came out of the enquiries being made with land owners under the heading of 'Land Bank', which in later years, when the Council were offered land at Pear Tree the fund was renamed 'Pear Tree Lane/Land Fund'.

Euxton Parish Council has included this project in its Precept budget since 2000, and published in its annual accounts.

The Annual Budget, which included the Pear Tree project budget line, has been published in the newsletters, since 2006 (see Appendix 2).

Newsletter Publications, 'The Euxton WEB'

The Euxton WEB newsletter is distributed to every household in Euxton via different methods, 5000 copies of it are printed. It is also posted on the website for people outside of Euxton to read.

Besides the articles described above which included in the WEB, ie, Annual Reports, Annual Budget etc the Council also includes articles on projects and work the Council is conducting or which is ongoing.

An article on the Pear Tree Lane Fields Recreation Project, entitled 'Pear Tree Greens' was included in the Euxton WEB Newsletter, Issue 38, September 2009.

The project also featured in other articles by the Chairman of the Council, at the time, June 2008 and in a featured Councillor article of September 2009.

Consultation Process

The evidence materials used for the Consultation Process for the Pear Tree Lane recreation project is contained in the Appendices.

The Consultation Process was arranged to gather information from Euxton residents of their opinions and thoughts on the proposed scheme and residents were encouraged to fill in either a form at the consultation event, or submit information later via other methods, such as the electronic response form on the Council's website, to communicate their ideas and suggestions on the project. The responses submitted by residents were gathered and analysed.

Consultation Methods, documented in the Appendices:

- A well publicised public consultation event. This was a drop-in event between 4 pm and 8 pm to enable people who work different hours to have time to call in. The event was held in a central village facility, Euxton PC Community Centre. Large scale proposed plans for the recreation area were on display and there were 10 Parish Councillors and the Clerk in attendance throughout the 4 hours to answer queries. The event was advertised in the Euxton WEB to every household, on all five of the Parish Council's noticeboards and on the Buckshaw Village noticeboard and was included in a number of newspaper articles written at the time.
- Information of the consultation process was included in the Euxton WEB newsletter, including the proposed plan for the area distributed to all homes.
- The Consultation Event was posted on the Euxton Parish Council website with response mechanisms for residents to use.
- All directly effected properties overlooking the fields were written to personally.

Methods of response to the Consultation: There were a number of methods used for residents to respond and they chose which was best for them. On the consultation

evening of 23 June there were forms to complete and leave behind, on the website there was the same form available to print for posting, or complete and email and, there was an electronic form which when completed automatically submitted to the Council's email address, also written letters were accepted.

Responses received during the Public Consultation Process

Type of response method used	Numbers
Letter (from an individual property) or, an organisation	21
Response forms	36
Emailed responses	46
Total	103

Responses and contents of responses to the Consultation:

Code	Key	Numbers
S	Supported the scheme	33
SI	Supported the scheme but had ideas and suggestions for improvements	15
SC	Supported the scheme but also raised concerns	1
	supported sub	
I	Made suggestions to improve/or include in the scheme (did not specify support or objection)	10
CI	Raised concerns and submitted ideas for improvements (did not specify support or objection)	6
C	Had concerns over elements of the scheme (did not specify support or objection)	4
	neither objected or supported sub	
O	Objected to the scheme	34
	objected sub	
	Total	103

From the responses received to the Consultation Process, there were a number of common themes which this document will cover.

Consultation Outcomes

The common themes submitted during the consultation process are covered in the report sections below. These are not listed in any order as some respondents named more than one subject on their forms.

Common themed concerns, ideas or questions	Response Section in report
Current speed limit and traffic on Pear Tree Lane	Design and Access
Suitability of Pear Tree Lane for access to the land	Design and Access
Inclusion of other sports for the recreation area	Land specification and usage
Ditches/flooding issues for Pear Tree Lane properties	Land specification and usage
Land specification being Greenbelt	Land specification and usage
Wildlife protection issues	Land specification and usage
Whinney Lane access gate	Design and Access
Cost of providing recreation facility/cost to residents	Funding and maintenance
Car parking, is there enough/there is too much	Design and Access
Loss of our Green recreation and walking fields	Land specification and usage
Light pollution	Land specification and usage
Overhead Electricity cables	Design and Access
Need for recreation areas in Euxton	Land specification and usage
The Green openness of the land will be lost	Land specification and usage
Need for football pitches-particularly, Girls Football	Land specification and usage

Responses to these common themes are covered in the Consultation Response document.

Project History and Communications Log

Dates	Description	Supporting documents/Where appeared	Appendix
2004 to present	Pear Tree Greens Working Group	<ul style="list-style-type: none"> - Minuted in the Full Council minutes - Pear Tree Greens Working Group minutes 	
27 January 2005	Pear Tree Greens project listed in the Precept budget at the meeting	<ul style="list-style-type: none"> - Full Council Minutes 	
2005 to present	The Pear Tree project has been listed since 2005 as a budget in the Council Precept Budgets	<ul style="list-style-type: none"> - Full Council Minutes - Annual Reports - Annual Budget reports 	1 (3 pages) 2 (4 pages)
June 2008	Pear Tree project included in Chairman's front page report of newsletter and discussed its use, and LCC highways visit	<ul style="list-style-type: none"> - Euxton WEB issue 33, June 2008 front page distributed to every household in Euxton - Newsletter also published on the website 	3
June 2009	The Pear Tree project was included in the Annual Report to Electors	<ul style="list-style-type: none"> - Published on the website in May 2009 - Published in the Euxton WEB newsletter to every household in Euxton - Newsletter also published on the website 	1 (3 pages)
September 2009	A half page project article was included in the Euxton WEB for September 2009	<ul style="list-style-type: none"> - Distributed to every household in Euxton - Newsletter also published on the website - Project page created on the website, which included the article 	4
September 2009	Councillor Feature which discusses his reasons for becoming a Cllr in June 2008 and his interest in the Pear Tree project	<ul style="list-style-type: none"> - Euxton WEB issue 38, September 2009 Councillor Feature distributed to every household in Euxton - Newsletter also published on the website 	5
May 2010	Annual Report to Electors reported on progress made with this project	<ul style="list-style-type: none"> - Published on the website in May 2010 - Published in the Euxton WEB to every household in Euxton - Newsletter also published on the website 	1 (3 pages)
Mid May 2010 - until event date	Consultation Event	<ul style="list-style-type: none"> - Advertised on 6 noticeboards around Euxton and the one in Buckshaw Village - Notice of the Consultation event was also advertised on the website 	6
1 June 2010	Consultation Event Personal Letters of invitation	<ul style="list-style-type: none"> - Personal invitations posted via Royal Mail to the neighbouring residents (9 properties) on 1 June 2010, prior to the Newsletter arriving at their homes - Personal invitations to the Borough/County Ward Councillors (6 Cllrs) 	7
June 2010 - 1 st week in June	Consultation Event, half page article with details of consultation event and invite to residents, included plan, project information	<ul style="list-style-type: none"> - Published in the Euxton WEB to every household in Euxton, half page article with invitation, plan, date/times of event distributed 1st week in June - Newsletter also published on the website - Project page on the website for the Pear Tree Lane project 	8
May 2010 to present	Website project page	<ul style="list-style-type: none"> - Updated with information and included the survey reports - Electronic consultation feedback form added for residents to feedback 	9 (2 pages)
September 10	Pear Tree project article in the Euxton WEB	<ul style="list-style-type: none"> - Published in the Euxton WEB to every household in Euxton, and on the website 	10