

**CLAYTON-LE-WOODS PARISH COUNCIL**  
**MINUTES OF THE FINANCE STAFFING AND BUILDINGS COMMITTEE**  
**HELD ON MONDAY 13<sup>TH</sup> JANUARY 2020 AT 8.15PM**  
**AT CHORLEY BUSINESS CENTRE, EUXTON**

**PRESENT:** Councillor P Gabbott (Chairman)  
Councillor C Billouin  
Councillor C Bromilow  
Councillor M Clifford  
Councillor D Dowrick

**IN ATTENDANCE:** Councillor J Cronshaw  
Mrs TD Morris (Clerk)

	<b>ACTION</b>
<p><b>20.01 APOLOGIES</b></p> <p>Apologies were received from Councillor G Charlesworth.</p>	
<p><b>20.02 DECLARATION OF INTEREST</b></p> <p>Councillor M Clifford declared an interest as an associate of the Wild Life Trust. Councillor C Bromilow at Trustee at Cuerden Valley.</p>	
<p><b>20.03 TO APPROVE THE MINUTES OF THE MEETING HELD ON 9<sup>th</sup> October 2019</b></p> <p>It was <b>RESOLVED</b> to approve the minutes of the meeting held on 9<sup>th</sup> October 2019 which were duly signed by the Chairman.</p>	
<p><b>20.04 MATTERS ARISING</b></p> <p><b>19.64 Neighbourhood Planning Meeting</b> It was reported that the refreshments were provided free by Cuerden valley Trust.</p> <p><b>19.68 Purchase of an Accountancy System</b> It was noted that the Scribe Accountancy System had been purchased and the Clerk would be reporting on its operation at the next meeting.</p>	<p>Clerk</p>

**20.05 PARISH COUNCIL BUDGET SETTING 2020/21**

It was noted that the information that was to be discussed regarding the budget for 2020/21 would remain confidential until such time that the budget and precept had been agreed by the FPC.

The Members were provided with the provisional budget for 2020/21 which was derived from each of the committee areas of responsibility. The Members were also provided with a budget statement for 2020/21 for their scrutiny.

The members then raised a number of queries regarding the budget which were discussed at length. It was agreed to recommend to the FPC that the precept for 2020/21 remain at £22.00 on a band D property.

**FPC**

It was noted that Chorley Council were in the process of putting more weighting on the higher bands which would bring the Band D property to £22.09 which will not directly affect the Precept.

It was stated that the Internal Auditor had advised to show the breakdown of each Council Tax Band which applied to the Parish in the reporting process.

After due discussion it was agreed to gather the information and table it for consideration at the FPC meeting in February 2020.

**Clerk/FPC**

**20.06 LENGTHSMEN OVERPAYMENT**

The Clerk stated that she had received Natwest statements which the request to stop the payment in November had not been exercised.

After due consideration it was asked if the Clerk start again to arrange for the overpayment to be repaid by the Lengthsmen.

**Clerk**

**20.07 CIL FUNDING/ WORKING GROUP MEETING DATE**

The Members were provided with a current statement of the projected spend and income received during 2019/20.

It was noted that with the current spending commitments there was around £116,000 in the CIL Fund at the present time. After consulting with Chorley Council it was noted that there could be some £200,000 of CIL funding in the pipeline in the future.

Councillor M Clifford informed the Members that the proposal to have a Parish office and meeting/community room on the new St Johns GP Surgery site would need a substantial contribution from the Parish Council. It was envisaged that the funding would probably have to come in part/wholly from CIL funds.

This would mean that possibly CIL projects would have to be on hold until this issue could be resolved.

It was requested that the proposals be tabled at the next FPC meeting so that a plan of action could be formulated.

FPC

The Clerk would circulate the proposed plan to the Members prior to the meeting.

Clerk

The CIL Working Group would schedule a meeting if necessary after the next FPC meeting.

Clerk

## **20.08 GRANT APPLICATIONS**

### **1. Clayton Green Scout Group**

It was reported that an application had been received requesting £500-£1000 for various pieces of equipment.

It was agreed that the Clerk would obtain an itemised and costed list to table at the FPC meeting for consideration.

FPC

### **2. Chorley Community First Responders**

There had been a request from the First Responders for a kit worth some £1698.92.

It was agreed to defer this item until the new financial year. It was requested that the Clerk let them know about the situation.

Clerk

### **3. Chorley and South Ribble Shop Mobility**

The clerk stated that the Parish had received a request from Chorley and South Ribble Shop Mobility. It was noted that the Parish Council historically used to donate some £100.00 per year to this particular charity.

It was agreed to recommend to FPC that £100.00 be donated to Shop Mobility.

FPC

## **20.09 DATE OF NEXT MEETING**

It was requested that the Chairman would table suitable dates which would be circulated by the Clerk.