

# Clayton-le-Woods Parish Council

Clerk to the Council: Mrs Tracy Morris  
Chorley Business and Technology Centre, Reception Block,  
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[www.claytonlewoodsparishcouncil.org.uk](http://www.claytonlewoodsparishcouncil.org.uk)



13<sup>th</sup> January 2020

Dear Councillor,

You are hereby summoned to attend the Ordinary Meeting of the Parish Council to be held on Monday 20<sup>th</sup> January 2020 at 7.30pm at Chorley Business and Technology Centre, East Terrace, Euxton PR7 6TE.

Please note that you are invited the interviews to co-opt three Councillors (East Ward and 2 North Ward). The interviews will take place at 7.00pm prior to the main meeting.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Tracy Morris', written over a faint horizontal line.

Mrs Tracy Morris  
Clerk to the Council

## Agenda

- 1. To receive and accept apologies**
- 2. Declaration of Interest**
- 3. Public Participation**
- 4. To approve the Minutes of the Ordinary Parish Council Meeting held on Monday 18<sup>th</sup> November 2019 (copy attached)**
- 5. Matters Arising**
- 6. Co-Option Of 3no. Parish Councillors (1 East Ward and 2 North Ward)**
- 7. Central Lancashire Local Plan <https://centrallocalplan.lancashire.gov.uk/>  
Drop in Events  
6<sup>th</sup> February 2020 at Lancaster Lane Primary School (4pm-7pm)  
11<sup>th</sup> February 2020 Whittle-le-Woods Community Hall (4pm-7pm)**

## 8. Reports

### 1. Report on Winter Newsletter 2019 (Additional Print/Distribution Costs £300)

### 2. Play and Leisure Committee Meeting held on Monday 13<sup>th</sup> January 2020

- Cunnery Meadow Play Area Update (£65,000 inc. £26,000 LEF Grant)
- Play Area Development (Skate Park Working Group)
- Scarecrow Festival 2020 date and Format

#### Events Working Group

- Report on Christmas Light Switch on Event held on Saturday 30<sup>th</sup> November 2019
- Report on OAP lunch held on 9<sup>th</sup> December 2019 at Halfway House

### 3. Environment Committee Meeting held on Monday 13<sup>th</sup> January 2020

- Recommendation of Tender for Back Lane Woods Project (Budget £60,000)
- Plus Maintenance Contract (£12,000) Subject to Legal Contract

### 4. Finance Committee Meeting held on 7<sup>th</sup> January 2020

1. Recommendation to set Precept for 2020/21 at £22.00 based on Band D property (Budget Attached)
2. CIL Report 2018/19 and Current CIL Spend (£116,000 Available)
3. Report on Parish Office located at the Doctors Surgery Development (St Johns Club)
4. Grant Applications (£890 left in Budget)
  - Chorley and South Ribble Shop Mobility £100.00
  - Clayton Green Scouts £640.22
5. Lengthsmen Overpayment Update
6. Remove Cllr S Fenn off Signatory List Natwest and Confirmation of Current List

### 9. Final Settlement of Outstanding Utility Bills CLW Bowling Green

Invoice tabled on average usage from 2012 (£3,600)

## 10. Accounts for Payment.

*Each account has been checked and countersigned by the Chairman prior to the meeting. All accounts include VAT where applicable.*

*Late Accounts List (To be tabled at Meeting)*

<b>Paym't Method/ Chq No.</b>	<b>January 2020 Accounts</b>	<b>£</b>
S/O	Lengthsmen (5 no.) Salary Paid by Standing Order (Jan)	788.16
S/O	Lengthsmen (4 no.) Salary Paid in November 2019	525.24
S/O	Employee (1) Salary Paid by Standing Order	1473.77
D/D	Employee (1) / Employer Pension Contribution	452.95
B/T	Employee (2) Salary	687.90
B/T	Chorley Business and Technology Centre Monthly Office Rental	404.40
D/D	Easy Websites Ltd. Monthly Hosting, Parish email addresses, Support.	80.40
D/D	O2 Telefonica Monthly Fee for Parish Phone	25.62
B/T	BT Business Bill Office Phone and Broadband	82.13
D/D	Three Telephone Monthly Fee Parish Phone (2)	9.00
S/O	Chorley Self Storage Monthly Rental	88.00
B/T	B&M Bargains Selection Boxes (Christmas Light Switch On)	149.52
B/T	B&M Bargains Selection Boxes (Christmas Light Switch On)	42.72
B/T	Asda Stationery	17.20
B/T	B&D Print Services Ltd - Design, Print and Delivery of Parish Newsletter	2430.00
B/T	Sprint Print Christmas Light Switch On Banners x 2	88.80
B/T	Cllr M Clifford Reimbursement of Christmas Tree Sundries	13.61
B/T	Street Wise Ltd Mapping for Bankside	12.00
B/T	Poundstrecher Ltd Christmas Tree Sundries	23.93
B/T	Glasdon Doggy Bag Dispenser Units x 4	607.32
B/T	Glasdon Doggy Bags (1000)	159.07
B/T	Society of Local Council Clerks Annual Fee Employers	202.00
B/T	Zurich Insurance Public Liability Insurance Christmas Light Switch On	105.25
B/T	Viking Bin for Additional Christmas Lights	15.23
B/T	Gemma Louise Doyle Christmas Light switch On Entertainment	250.00
B/T	McColl's Christmas Sundries (OAP Lunch)	4.50
00161	LCC Lighting Cunnery Meadow (CIL)	15078.23
00162	Chorley Silver Band Christmas Light Switch On	125.00
00163	Chorley Business and Technology Centre Stamps	8.40
00164	Campaign for Rural England (CPRE) Annual Membership	36.00
00165	LALC Good Councillors Guide 24 Copies	84.00
00166	Chorley Council – Annual Fee Emptying Dog Waste Bins	172.30
00167	Chorley Council – Annual Fee Play Area Inspections	3799.00
00168	Stringfellow Ltd Installation of Doggy Bins/ Reposition Cunnery Meadow	900.38

00169	Stringfellow Ltd Maintenance Work CLW Bowling Green	576.00
00170	Chorley and South Ribble Shop Mobility Donation	100.00
00171	Ley Inn Utility Bill Settlement CLW Bowling Green	3600.00
00172	Clayton Green Scouts Donation	640.22
<b>Total without late Accounts</b>		<b>£33,858.25</b>

## 11. To discuss and make decisions on Planning Applications

Applications can be viewed on the Chorley Council website via the following link <http://planning.chorley.gov.uk/online-applications/>.

### 1. Application no. [19/00938/ADV](#)

**Proposal:** Application for advertisement consent for the display of 28no. non-illuminated car park signs for car parks across Cuerden Valley Park (including 10no. signs at Berkeley Drive car park, 6no. signs at Factory Lane car park, 7no. signs at Town Brow Car Park and 5 no. signs at Back Lane Car Park).

**Location:** [Cuerden Valley Park Shady Lane Cuerden Bamber Bridge](#)

### 2. Application no. [19/00953/PDE](#)

**Proposal:** Notification of a proposed single storey rear extension measuring 3.6m in depth, with eaves height of 2.25m, and a maximum height of 3.51m (following demolition of existing conservatory)

**Location:** [17 Ivy Close Clayton-Le-Woods Leyland PR25 5SG](#)

### 3. Application no. [19/01075/FUL](#) (CLW Parish Council Application)

**Proposal:** Construction of new footpath across grassed area from Bankside to join the pavement on Preston Road.

**Location:** [Copperfield Vale Clayton-Le-Woods](#)

### 4. Application no. [19/01103/OUT](#)

**Proposal:** Outline application for the erection of 3no. dwellings with all matters reserved, save for access and scale.

**Location:** [Welfield Gough Lane Bamber Bridge Preston PR5 6AQ](#)

### 5. Application no. [19/01094/FULHH](#)

**Proposal:** Two storey front extension

**Location:** [Hollins Farm House Gough Lane Bamber Bridge Preston PR5 6AQ](#)

### 6. Application no. [19/01114/FULHH](#)

**Proposal:** Two storey front extension, single storey rear extension, and associated external alterations (following demolition of existing conservatory)

**Location:** [28 Hunts Field Clayton-Le-Woods Chorley PR6 7TT](#)

### 7. Application no. [19/01137/FULHH](#)

**Proposal:** Two storey front extension

**Location:** [16 Camellia Drive Clayton-Le-Woods Leyland PR25 5RW](#)

### 8. Application no. [19/01160/FULHH](#)

**Proposal:** Rear dormer extension, elevational alterations and erection of a detached garage.

**Location:** [Blackledge House Chorley Old Road Clayton-Le-Woods Chorley PR6 7QZ](#)

**9. Application no. [19/00937/FUL](#)**

**Proposal:** Installation of 5no. CCTV Cameras at car parks across Cuerden Valley Park to facilitate the provision of a car park management system.

**Location:** [Cuerden Valley Park Shady Lane Cuerden Bamber Bridge](#)

**10. Application no. [19/01142/FUL](#)**

**Proposal:** Residential development for 7no. dwellings including demolition of existing garden outbuildings and garage

**Location:** [Land Adjacent To 715 Preston Road Preston Road Clayton-Le-Woods](#)

**11. Application no. [19/01192/PDE](#)**

**Proposal:** Notification of a proposed single storey rear extension measuring 4m in depth, with eaves height of 2.25m, and a maximum height of 3.59m (following demolition of existing conservatory)

**Location:** [17 Ivy Close Clayton-Le-Woods Leyland PR25 5SG](#)

**12. Application no. [20/00004/FULHH](#)**

**Proposal:** Two storey rear extension

**Location:** [18 Rowan Croft Clayton-Le-Woods Chorley PR6 7UX](#)

**13. Application no. [19/01194/FULHH](#)**

**Proposal:** Conversion of existing garage to habitable accommodation and associated external alterations

**Location:** [47 Rowan Croft Clayton-Le-Woods Chorley PR6 7UU](#)

**12. Correspondence**

- NALC Nomination to Queens Garden Party (Chairman)
- Publicity for Mayor of Chorley Charity Ball 14th February 2020 (£30 per ticket)
- Decommissioning of two BT Phone Boxes:-
  1. Rear of Barn Meadow
  2. Opposite Woodsman Pendle Road

**13. Dates for Next Meetings**

The next full parish council meeting has been agreed to be held on Monday 17<sup>th</sup> February 2020 at 7.30pm at Chorley Business and Technology Centre.

**Proposed Dates for Committee Meetings**

**Communications Committee:** 12<sup>th</sup> February 2020

**Finance Committee:** Meeting to be arranged

**Environment Committee:** Meeting to be Arranged

**Play and Leisure Committee:** Meeting to be Arranged

**Management Committee:** Meeting to be arranged

**Diary Dates**

Scarecrow Festival Working Group Monday 3<sup>rd</sup> February 2020

New Councillor/Refresher Training Thursday 6<sup>th</sup> February 2020

Planning in Practice Session Monday 10<sup>th</sup> February 2020