

Clayton-le-Woods Parish Council

Clerk to the Council: Mrs Tracy Morris
Chorley Business and Technology Centre, Reception Block,
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9th March 2020

Dear Councillor,

You are hereby summoned to attend the Ordinary Meeting of the Parish Council to be held on Monday 16th March 2020 at 7.30pm at Chorley Business and Technology Centre, East Terrace, Euxton PR7 6TE.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Tracy Morris', is 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 (None Indicated)**
4. **To approve the Minutes of the Ordinary Parish Council Meeting held on Monday 17th February 2020 (copy attached)**
5. **Clerk's Report (Matters Arising)**
6. **CIL Spending Proposals (Mar 2020)**
 - Update on the Provision of a Parish Office/Community Meeting Hall at the new GP Development on Preston Road (Up to £116,000.00 CIL investment) plus up to £6,000 per year rental/shared ownership plus utility bills
 - Manor Road CCTV Quotation from Chorley Council (Cost £8,028.95)

7. Reports

1. Communications Committee meeting held on 4th March 2020

- **Summer Newsletter Update**
Contract Awarded £3,000.00 (Inc. Solus Delivery)
Allocation of Articles to Members
- **Annual Parish Meeting Monday 20th April 2020**
Proposal to invite Chorley Historical Society

7.2 Motion to exclude Press and Public Confidential Item Staff Review (Item 7.3.1)

3. Management Committee Meeting held on 5th March 2020

7.3.1 Staff Review

- Lengthsmen £8.21 to £8.72 per hour (Living Wage Increase)
Annual increase £636.48
- Clerk
- Project Officer

7.3.2 4 Year Financial Plan Update

7.3.3 Terms of Reference Revision

4. Finance Committee Meeting Held on 5th March 2020

- Annual Review of Asset Register
- Annual Risk Assessment Report
- Recommendation of Whittle and Clayton War Memorial Committee Grant 2020 (£3,500)
- Precept Banding 2020/21 Report (Band A to H)

8. VE 75 Day Commemoration

Proposal for provision of VE Commemoration badges to the school children and OAPs within the parish. (Cost £1,267.20)

9. Accounts for Payment.

Each account has been checked and countersigned by the nominated Councillor. All accounts include VAT where applicable. Late Accounts List (To be tabled at Meeting)

Paym't Method/ Chq No.	March 2020 Accounts	£
S/O	Lengthsmen (5 no.) Salary Paid by Standing Order	788.16
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	688.10

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	76.32
B/T	BT Business Bill Office Phone and Broadband	67.16
D/D	Three Telephone Monthly Fee Parish Phone (2)	9.00
S/O	Chorley Self Storage Monthly Rental	88.00
B/T	Poppy Signs Dog Dispenser Signs	30.00
B/T	Zurich Municipal Insurance Cunnery Meadow Play Area	56.15
B/T	Envirocare 1m Clearance of Fence Line Cunnery Meadow	504.00
0174	Sri Water Engineering Ltd Annual Service Contract	222.00
0175	T& JM Stafford and Sons Installation and Removal of Christmas Tree	600.00
0176	Euxton Parish Council Fee for Councillor/Staff Training	246.40
0177	Chorley Business and Technology Centre Stamps	9.46
0178	Eon Electric Bill for Christmas Tree	14.42
0179	Whittle and Clayton War Memorial Committee Annual Grant	3,500.00
0180	NALC/LALC Annual Subscription	1,515.41
5048	Wicksteed Leisure Ltd Delivery and Installation Cunnery Meadow Play Area	75,119.16
	Total without late Accounts	£85,945.26
	Income	£
000010	Lancashire Environmental Fund Grant Cunnery Meadow Play Area	30,000.00
000011	Reimbursement of Telephone Costs	85.66
	Total	£30,085.66

10. 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. [20/00124/CB3MAJ](#) (*Information Only*)

Proposal: Section 73 application to vary conditions 3 (approved plans), 4 (materials) and 5 (parking layout) attached to planning permission 17/00954/FULMAJ (Erection of part three storey, part two storey, part single storey GP surgery, pharmacy and community cafe with associated car parking, access and landscaping following demolition of existing building) to alter the design and scale of the building and car park layout.

Location: [Whittle-Le-Woods And Clayton-Le-Woods Parish Club 239 Preston Road Clayton-Le-Woods Chorley PR6 7PY](#)

2.Application no. [20/00021/AGR](#)

Proposal: Agricultural determination for the erection of a lean-to building for the storage of agricultural implements, machinery & tractors

Location: [Woodcocks Farm Wigan Road Clayton-Le-Woods Leyland PR25 5SB](#)

3.Application no. [20/00122/CLPUD](#)

Proposal: Application for a Certificate of Lawfulness for a proposed single storey rear extension (following demolition of existing conservatory)

Location: [3 Glenmore Clayton-Le-Woods Chorley PR6 7TA](#)

4.Application no. [20/00101/CLPUD](#)

Proposal: Proposal of new hard standing to the front of our property

Location: [29 Lords Croft Clayton-Le-Woods Chorley PR6 7TP](#)

5.Application no. [20/00023/FUL](#)

Proposal: Proposed excavation of a trench to enable the installation of separate surface and foul water drains between Shady Lane and the River Lostock to serve a residential development on land off Nell Lane.

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

6.Application no. [20/00142/CLPUD](#)

Proposal: Application for a Certificate of Lawfulness for a proposed single storey rear extension

Location: [17 Higher Meadow Clayton-Le-Woods Leyland PR25 5RJ](#)

7.Application no. [20/00156/PDE](#)

Proposal: Notification of a proposed single storey rear extension measuring 4m in depth, with eaves height of 2.68m, and, a maximum height of 3.69m (following demolition of existing conservatory)

Location: [25 Hampson Avenue Clayton-Le-Woods Leyland PR25 5TH](#)

8.Application no. [20/00100/FUL](#)

Proposal: Two storey side and single storey rear extension

Location: [Homeleigh Preston Road Clayton-Le-Woods Chorley PR6 7EH](#)

9.Application no. [20/00184/TPO](#)

Proposal: Application for works to protected trees - Lancashire County Council TPO 14 1950 T1 - Fell. T2 - Fell. T3 - Fell.

Location: [Green Bank House Wigan Road Clayton-Le-Woods Leyland PR25 5SB](#)

10.Application no. [20/00151/MNMA](#)

Proposal: Minor non-material amendment to planning permission 19/00417/FULMAJ (Erection of 115 dwellings on land at Nell Lane, Clayton-le-Woods with access taken from Parkhurst Avenue) to change the house type at plot 210 and the handing of plots 192 and 212.

Location: [Land Adjoining Cuerden Residential Park Nell Lane Cuerden](#)

11. Correspondence

- Royal Air Force Letter Regarding the 80th Anniversary of the Battle of Britain.

12. Dates for Next Meetings

The next full parish council meeting has been agreed to be held on Monday 20th April 2020 at 7.30pm at **Clayton Green Library**.

The Annual Parish Meeting will be held on Monday 20th April at 6.30pm prior to the ordinary parish council meeting at **Clayton Green Library**.

Proposed Dates for Committee Meetings

Communications Committee: Tuesday 26th May 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