

Clayton-le-Woods Parish Council

Clerk to the Council: Mrs Tracy Morris
Chorley Business and Technology Centre, Reception Block,
East Terrace, Euxton, Chorley. PR7 6TE.

Telephone: 01257 264854

Mobile: 07715 637345

Email: clerk@claytonlewoodsparishcouncil.org.uk

www.claytonlewoodsparishcouncil.org.uk



10th May 2021

Dear Councillor,

You are hereby summoned to attend the Ordinary Meeting of the Parish Council to be held on Monday 17th May 2021 at 7.30pm at Clayton Brook Village Hall, Bamber Bridge, PR5 8HL.

You are invited to attend an interview prior to the Ordinary Meeting to consider the co-option of a resident and this will start promptly at 6.45pm. However, the doors will open at 6.30pm to allow for safe entry into the building.

Just to advise you that building will be cleaned and the room would be set up with social distancing measures in place. Masks will be required to be worn on entry to the building unless you have an exemption. Hand sanitiser, wipes and masks will be available for use on the premises.

Please do remember your documents and or iPads as no spare copies will be available.

The number of people allowed within the hall is low so therefore if anyone wishes to attend please let me know because if we go above the recommended number allowed (23 people in total) we will regretfully have to turn residents away.

Yours sincerely,

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

Mrs Tracy Morris
Clerk to the Council



CLW PC AGENDA

Agenda

- 1. To receive and accept apologies**
- 2. Declaration of Interest**
- 3. Public Participation (None Indicated)**
- 4. To consider the Co-option of a Parish Councillor (North Ward)**
- 5. To Approve the Minutes of the Annual Parish Meeting held on Monday 19th April 2021(Attached)**
- 6. To Appoint Cllr P Gabbott and Remove Cllr D Clough from the Communications Committee**
- 7. To Approve the Committee List for 2021/22 (Attached)**
- 8. To approve the Minutes of the Ordinary Parish Council Meeting held on Monday 19th April 2021 (Attached)**
- 9. Clerk's Report (Matters Arising)**
- 10. Reports**
 - Back Lane Woods Update
 - SPID Locations Update
 - Newsletter Summer 2021 Update
 - Scarecrow Festival 2021 Update (Report Enclosed)
 - Lengthsmen Return to Work
 - Stab Bag Initiative
- 11. To Approve Costs for 12 Page Newsletter**
Design/Print/Solus Distribution £3,195.00
- 12. To Approve Cllr M Clifford Chairman's Allowance 6 months**
From Dec-May 2021 £250.00



CLW PC AGENDA

13. Accounts for Payment

All accounts include VAT where applicable. Late Accounts List (To be tabled at Meeting)

Payments May 2021

Date	Bank	Cheque No	Description	Supplier	VAT	Net	VAT	Total
17/05/2021	Yorkshire Bank	D/D	Rent/Room Hire	Chorley Business and T	S	337.00	67.40	404.40
17/05/2021	Natwest Bank	D/D	Website/Email Managerr	Easy Websites	S	73.00	14.60	87.60
17/05/2021	Natwest Bank	S/O	Salary	Lengthsmen JI	E	106.92	0.00	106.92
17/05/2021	Natwest Bank	S/O	Salary	Lengthsmen DH	E	178.20	0.00	178.20
17/05/2021	Natwest Bank	S/O	Salary	Lengthsmen DM	E	213.84	0.00	213.84
17/05/2021	Yorkshire Bank	S/O	Salary	Employee 01	E	1,556.15	0.00	1,556.15
17/05/2021	Natwest Bank	D/D	Pension	LCC Pension Employee	E	577.36	0.00	577.36
17/05/2021	Natwest Bank	D/D	Phones/Broadband	O2	S	6.07	1.21	7.28
17/05/2021	Yorkshire Bank	S/O	Salary	Lengthsmen ME	E	291.20	0.00	291.20
17/05/2021	Yorkshire Bank	S/O	Rent/Room Hire	Chorley Self Storage Lt	S	73.33	14.67	88.00
17/05/2021	Yorkshire Bank	S/O	Salary	Employee 02	E	737.55	0.00	737.55
17/05/2021	Yorkshire Bank	D/D	Phones/Broadband	Three Business Service	S	7.50	1.50	9.00
17/05/2021	Yorkshire Bank	B/T	Grass Cutting/Open Spa	Envirocare Maintenanc	S	628.01	125.60	753.61
17/05/2021	Yorkshire Bank	D/D	Phones/Broadband	BT	S	49.39	9.88	59.27
17/05/2021	Yorkshire Bank	S/O	Salary	Lengthsmen CD	X	72.80	0.00	72.80
06/05/2021	Yorkshire Bank	B/T	Lengthsmen Equipment	Weldbank Plastic Co Lir	S	60.84	12.17	73.01
17/05/2021	Yorkshire Bank	B/T	Newsletter	Green Man Marketing	X	3,195.00	0.00	3,195.00
17/05/2021	Yorkshire Bank	B/T	Parish Insurance	Zurich Municipal	X	2,618.50	0.00	2,618.50
17/05/2021	Yorkshire Bank	B/T	CLW Bowling Green Mair	Growing Solutions Limit	S	40.00	8.00	48.00
17/05/2021	Yorkshire Bank	B/T	Chairman's Expenses	Cllr Mark Clifford	Z	250.00	0.00	250.00
17/05/2021	Yorkshire Bank	B/T	PPE Equipment	Amazon	S	31.78	6.36	38.14
17/05/2021	Yorkshire Bank	B/T	Printer	Amazon	S	383.31	76.66	459.97
17/05/2021	Yorkshire Bank	B/T	Office Supplies	Amazon	S	35.40	7.08	42.48
07/05/2021	Yorkshire Bank	B/T	Training	Lancashire Association	X	50.00	0.00	50.00
17/05/2021	Yorkshire Bank	B/T	Rent/Room Hire	Chorley Council	S	44.00	8.80	52.80
Total						11,617.15	353.93	11,971.08

Receipts April 2021

Code	Minute	Bank	Receipt No	Description	Supplier	VAT	Net	VAT	Total
Bank Interest	17/05/2021	Natwest Bank	B/T	Bank Interest	Natwest Bank	X	0.42	0.00	0.42
Precept	17/05/2021	Yorkshire Bank	B/T	Precept	Chorley Council	E	110,592.00	0.00	110,592.00
Food Parcel	17/05/2021	Yorkshire Bank	B/T	Food Parcel	Morrisons	X	7.00	0.00	7.00
Grant	17/05/2021	Yorkshire Bank	B/T	Grant	Chorley Council	X	11,458.00	0.00	11,458.00
CIL Grant	17/05/2021	Yorkshire Bank	B/T	CIL	Chorley Council	X	12,207.80	0.00	12,207.80
Total						134,265.22	0.00	134,265.22	

14. To discuss and make decisions on Planning Applications

Applications can be viewed on the Chorley Council website via the following link:

<https://planning.chorley.gov.uk/online-applications/search.do?action=weeklyList>

1. Application no: 21/00447/CLPUD

Proposal: Application for a certificate of lawfulness for a single storey rear extension and conversion of attached garage to habitable room accommodation (following demolition of existing conservatory)

Location: 51 Rowan Croft, Clayton-Le-Woods, Chorley, PR6 7UU



CLW PC AGENDA

2.Application no: 21/00508/TPO

Proposal: Application for works to protected trees - Chorley BC TPO 13 (Clayton-le-Woods) 1984: Prune branches that overhang rear garden; and prune Sycamore at the front of the property.

Location: 8 Woodside Avenue, Clayton-Le-Woods, Chorley, PR6 7QF

3.Application no: 21/00444/FULHH

Proposal: Two storey side extension

Location: 27 Back Lane, Clayton-Le-Woods, Chorley, PR6 7QE

4.Application no: 21/00480/FULHH

Proposal: Single storey rear extension

Location: 55 Watkin Road, Clayton-Le-Woods, Chorley, PR6 7PU

5.Application no: 21/00475/FUL

Proposal: Existing exterior fixed seating booths to front paved garden area received new timber roof structure with polycarbonate shelter. Trellis back boarding replaced with clear Perspex windows.

Location: The Woodsman Pub And Grill, Lancaster Lane, Clayton-Le-Woods, Leyland, PR25 5RY

15. Correspondence

- Resident requesting a commemorative plaque to be sited on Parish Council bench in Clayton Brook Parade
- Resident query regarding the breakdown costs of Special Expenses on Council Tax bill

16. To Formally Approve Meeting Dates for next 12 Months (Dates Attached)

17. Date for Next Meeting

The next full parish council meeting is proposed to be held on Monday 21st June 2021 at 7.30pm at Clayton Brook Village Hall.