

Clayton-le-Woods Parish Council

Clerk to the Council: Mrs Tracy Morris
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14th June 2021

Dear Councillor,

You are hereby summoned to attend the Ordinary Meeting of the Parish Council to be held on Monday 21st June 2021 at 7.30pm at Clayton Brook Village Hall, Bamber Bridge, PR5 8HL.

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, gloves, wipes and masks will be available for use on the premises.

Please do remember your documents and or iPads/Laptops 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 'Tracy Morris', written over a 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 May 2021 (Attached)**
- 5. Clerk's Report (Report Attached)**
- 6. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2020/21 (AGAR)**
To consider and sign off the AGAR and to Receive the Internal Auditors Report
 - 1. External Audit (Attached)**
 - Section 1 (Declaration Sign off)
 - Section 2 (Accounts Sign Off)
 - 2. Internal Audit Report (Attached)**
- 7. TO SCRUTINISE REQUESTS FOR GRANT FUNDING**
 1. Clayton and Whittle Cricket Club Side Screens £3472.99 (documents attached)
 2. Bowland Pennine Rescue Team - Help to raise £10,000 (document attached)
- 8. TO APPOINT MEMBERS TO THE CIL WORKING GROUP (3)**
- 9. RECOMMENDATION TO PURCHASE LITTER PICKING EQUIPMENT**
Quotes total £620.00 (Vire Amount from Summer Fair Budget)
- 10. TO APPROVE THE SITING OF A 'SILENT SOLDIER' AT BANKSIDE**
Cost around £250.00



CLW PC AGENDA

11. Accounts for Payment

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

Payments June 2021

Voucher	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
53	Yorkshire Bank	B/T	Food Parcel	Morrisons	X	30.00	0.00	30.00
54	Yorkshire Bank	B/T	Food Parcel	Morrisons	X	30.00	0.00	30.00
55	Yorkshire Bank	D/D	Rent/Room Hire	Chorley Business and T	S	337.00	67.40	404.40
56	Natwest Bank	D/D	Website/Email Managem	Easy Websites	S	73.00	14.60	87.60
57	Natwest Bank	S/O	Salary	Lengthsmen JI	E	106.92	0.00	106.92
58	Natwest Bank	S/O	Salary	Lengthsmen DH	E	178.20	0.00	178.20
59	Natwest Bank	S/O	Salary	Lengthsmen DM	E	213.84	0.00	213.84
60	Yorkshire Bank	S/O	Salary	Employee 01	E	1,556.15	0.00	1,556.15
61	Natwest Bank	D/D	Pension	LCC Pension Employee	E	577.36	0.00	577.36
62	Natwest Bank	D/D	Phones/Broadband	O2	S	6.07	1.21	7.28
63	Yorkshire Bank	S/O	Salary	Lengthsmen ME	E	285.12	0.00	285.12
64	Yorkshire Bank	S/O	Rent/Room Hire	Chorley Self Storage Lt	S	73.33	14.67	88.00
65	Yorkshire Bank	S/O	Salary	Employee 02	E	737.55	0.00	737.55
66	Yorkshire Bank	D/D	Phones/Broadband	Three Business Service	S	7.50	1.50	9.00
67	Yorkshire Bank	B/T	Grass Cutting/Open Spa	Envirocare Maintenanc	S	628.01	125.60	753.61
68	Yorkshire Bank	D/D	Phones/Broadband	BT	S	49.59	9.92	59.51
69	Yorkshire Bank	B/T	CLWBG Monthly Rent	MRE Belbroughton Ltd	X	49.00	0.00	49.00
70	Yorkshire Bank	B/T	Steel Fencing Pins	Amazon	S	20.82	4.17	24.99
71	Yorkshire Bank	B/T	Internal Auditor Fee	APIA	X	150.00	0.00	150.00
72	Yorkshire Bank	B/T	Scarecrow Festival	Poppy Signs Ltd	S	207.36	41.47	248.83
Total						5,316.82	280.54	5,597.36

Receipts May 2021

Voucher	Date	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
6	31/05/2021	B/T	Bank Interest	Natwest Bank	X	0.38	0.00	0.38
7	17/05/2021	B/T	ICT	Microsoft	E	11.28	0.00	11.28
Total						11.66	0.00	11.66

Bank Balances/Reconciliation 31st May 2021 Report (Attached)

12. 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: 21/00604/PDE

Proposal: Notification of a proposed single storey rear extension measuring 5.23m depth, with eaves height of 2.62m, and a maximum height of 3m

Location: 27 Lancaster Lane, Clayton-le-Woods, Leyland, PR25 5SN

2. Application no: 21/00555/CLPUD

Proposal: Application for a certificate of lawfulness for a proposed use as a dwelling house (C3) for the occupation of up to 3 young persons

Location: 84 Dallington Avenue, Clayton-le-Woods, Leyland, PR25 5AG



CLW PC AGENDA

3. Application no: 21/00557/PIP

Proposal: Permission in principle application for the erection of up to two dwellings

Location: Land Opposite Hampton Grove Wigan Road Clayton-le-Woods

4. Application no: 21/00626/CLEUD

Proposal: Application for a certificate of lawfulness for an existing wooden pergola

Location: 18 Cam Wood Fold, Clayton-Le-Woods, Chorley, PR6 7SD

5. Application no: 21/00654/CLPUD

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

Location: 4 Swallow Court, Clayton-Le-Woods, Chorley, PR6 7NZ

7. Application no: 21/00595/ADV

Proposal: Application for advertisement consent for the display of 3no. internally illuminated fascia signs, 4no. non-illuminated panel signs and 1no. window vinyl display

Location: Asda Superstore, Clayton Green Centre, Centre Drive, Clayton-Le-Woods, Chorley, PR6 7JY

8. Application no: 21/00594/FUL

Proposal: Erection of a detached retail unit to the front of the existing retail store

Location: Asda Superstore, Clayton Green Centre, Centre Drive, Clayton-Le-Woods, Chorley, PR6 7JY

9. Application no: 21/00634/NOT

Proposal: Notification of intention to install 1no. 9m telecommunications pole for the provision of fixed line broadband apparatus

Location: 51 Harrock Road, Clayton-Le-Woods, Leyland, PR25 5TX

10. Application no: 21/00633/NOT

Proposal: Notification of intention to install 1no. 9m telecommunications pole for the provision of fixed line broadband apparatus

Location: Opposite 114 Hunters Road, Clayton-Le-Woods, Leyland, PR25 5TT

13. Reports

- Newsletter Summer 2021 Update
- Scarecrow Festival 2021 Update (Report Attached)
- Arson Attack Cunnery Meadow Play Area
- Graffiti Gough Lane Play Area
- Report from Environment Committee Meeting dated 1st June 2021 (Minutes Attached)

14. Correspondence

None Indicated

15. Date for Next Meeting

The next full parish council meeting is proposed to be held on Monday 19th July 2021 at 7.30pm at Clayton Brook Village Hall.