

Clayton-le-Woods Parish Council

Clerk to the Council: Mrs Tracy Morris
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14th February 2022

Dear Councillor,

You are hereby summoned to attend the Ordinary Meeting of the Parish Council to be held on Monday 21st February 2022 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



CLW PC AGENDA

Agenda

- 1. To receive and accept apologies**
- 2. Declaration of Interest**
- 3. Public Participation (One Item)**
Questions from Clayton-le-Woods Bowling Club (See Attached)
- 4. To approve the Minutes of the Ordinary Parish Council Meeting held on Monday 17th January 2022 (Attached)**
- 5. Clerk's Report (Report Attached)**
- 6. Environment Committee Meeting held on 26th January 2022 (Minutes Attached)**
 - Hanging Baskets 2022
 - Back Lane Woods Report (Resident Concerns 3 County Close)
 - SPID Update
- 7. Finance Committee Meeting held on Thursday 27th January 2022 (Minutes Attached)**
 - Annual Review of Asset Register
 - Annual Financial Risk Assessment Report
 - Appointment of Internal Auditor Initial Fee £150.00 +VAT
 - Holiday Hunger Residual Fund Allocation (Proposal £900 split between 6 schools)
- 8. Existing Office Furniture Bid from Euxton Parish Council to Purchase £320.00 (See Attached email)**
- 9. CIL Report on Current Financial Position and Allocations (See Attached Report) Current Available CIL £27181.28**
- 10. Play and Leisure Committee Meeting held on 1st February 2022 (Minutes Attached)**
Skate Park Development – CIL Allocation
Summer Fair Entrance Fee £1.00 to £2.00



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11. Accounts for Payment

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

2. Payments February 2022

PAYMENTS LIST

Voucher	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
312	Yorkshire Bank	B/T	HMRC NI/Tax	HMRC	Z	1,622.68		1,622.68
311	Yorkshire Bank	B/T	Sundries	Ryman Ltd	S	15.39	3.08	18.47
290	Yorkshire Bank	000196	Christmas Tree Installati	T & JM Stafford and Sc	S	600.00	120.00	720.00
313	Yorkshire Bank	B/T	Tens Licence	Chorley Council	Z	21.00		21.00
309	Yorkshire Bank	B/T	Office Supplies	Priced 2 Clear	S	100.00	20.00	120.00
310	Yorkshire Bank	B/T	Office Supplies	Direct 365Online	S	309.71	61.94	371.65
291	Yorkshire Bank	B/T	Defib Equipment	Defib Store Ltd	S	1,563.98	312.80	1,876.78
292	Yorkshire Bank	Cash	Office Supplies	Feltons Ltd	Z	1,800.00		1,800.00
293	Yorkshire Bank	000194	Christmas Light Switch o	Chorley Silver Band	Z	175.00		175.00
308	Natwest Bank	D/D	Phones/Broadband	O2	S	22.66	4.53	27.19
295	Natwest Bank	S/O	Salary	Lengthsmen JI	E	106.92		106.92
296	Natwest Bank	S/O	Salary	Lengthsmen DH	E	178.20		178.20
297	Natwest Bank	S/O	Salary	Lengthsmen DM	E	213.84		213.84
298	Yorkshire Bank	S/O	Salary	Employee 01	E	1,589.45		1,589.45
299	Natwest Bank	D/D	Pension	LCC Pension Employee	E	577.36		577.36
300	Yorkshire Bank	S/O	Salary	Lengthsmen ME	E	285.12		285.12
294	Natwest Bank	D/D	Website/Email Managerr	Easy Websites	S	76.00	15.20	91.20
301	Yorkshire Bank	S/O	Rent/Room Hire	Chorley Self Storage Lt	S	73.33	14.67	88.00
302	Yorkshire Bank	D/D	Phones/Broadband	Three Business Service	S	7.50	1.50	9.00
303	Yorkshire Bank	D/D	Phones/Broadband	BT	S	49.59	9.92	59.51
304	Yorkshire Bank	S/O	Rent/Room Hire	Chorley Business and T	S	337.00	67.40	404.40
305	Yorkshire Bank	S/O	Salary	Lengthsmen CD	X	71.28		71.28
306	Yorkshire Bank	B/T	CLWBG Monthly Rent	MRE Belbroughton Ltd	X	49.00		49.00
307	Yorkshire Bank	B/T	Salary	Employee 02	X	941.80		941.80
Total						10,786.81	631.04	11,417.85

3. Receipts January 2022

RECEIPTS LIST

Voucher	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
35	Natwest Bank	B/T	Bank Interest	Natwest Bank	X	0.34		0.34
37	Yorkshire Bank	B/T	Refund	Chadwick's Solicitors	Z	470.00		470.00
Total						470.34		470.34

4. Bank Reconciliation at 31st January 2022 (See Attached Report)

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: 22/00065/NOT Case Officer: Chris Smith - 01257 515223 Ward: Clayton East, Brindle And Hoghton Proposal: Notification of intention to install 1no. 9m high pole for the provision of fixed line broadband electronic communications apparatus Location: 25 Whittle Park, Clayton-Le-Woods, Chorley, PR6 7RQ



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2.Application no: 22/00056/FULHH Case Officer: Eleanor McCleary - 01257 515176
Ward: Clayton West And Cuerden Proposal: Single storey side/rear extension (following demolition of existing conservatory). Location: 7 Windflower Drive, Clayton-Le-Woods, Leyland, PR25 5RG

3.Application no: 22/00079/FULHH Case Officer: Eleanor McCleary - 01257 515176
Ward: Clayton East, Brindle And Hoghton Proposal: Two storey side extension (following demolition of existing side conservatory and garage) Location: 2 Croft Meadow, Bamber Bridge, Preston, PR5 8HX

4.Application no: 22/00081/FUL Case Officer: Mr Iain Crossland - 01257 515903
Ward: Clayton East, Brindle And Hoghton Proposal: Erection of two storey building containing seven self contained supported living units, staff living unit and communal areas, and one individual detached bungalow, along with associated driveway and parking following demolition of existing buildings Location: Higher Morris Farm, 595 Preston Road, Clayton-Le-Woods, Chorley, PR6 7EB

5.Application no: 22/00070/FULHH Case Officer: Eleanor McCleary - 01257 515176
Ward: Clayton East, Brindle And Hoghton Proposal: Replacement roof to existing single storey rear extension Location: 18 Carr Meadow, Bamber Bridge, Preston, PR5 8HS

6.Application no: 22/00030/FULHH Case Officer: Eleanor McCleary - 01257 515176
Ward: Clayton West And Cuerden Proposal: Single storey rear extension Location: 16 Kielder Gardens, Clayton-Le-Woods, Leyland, PR25 5AB

7.Application no: 22/00128/FULHH Case Officer: Mrs Hannah Roper - 01257 515230
Ward: Clayton West And Cuerden Proposal: Single storey extensions to the front, rear and side and conversion of existing garage to habitable accommodation. Replace all windows and doors with new grey coloured UPVC and render the external elevations with a K-Render system in a off-white colour. Location: 63 Manor Road, Clayton-Le-Woods, Chorley, PR6 7JR

13. Reports

- 1.Update on New Community Meeting Room/Office
- 2.War Memorial Committee Review Working Group (See Attached Notes)

14. Correspondence

1. Clayton Brook Community Clean Up Day Thursday 10th March 2022 (Places for People)
2. Spring Meadow/Higher Meadow Traffic Issues.



CLW PC AGENDA

15. Date for Next Meeting

The next full parish council meeting is proposed to be held on Monday 21st March 2022 at 7.30pm the Venue is to be confirmed.

Committee Meeting /WG Schedule

- Finance Committee Meeting 3rd March 2022 at 7.0pm via Zoom
- Environment Committee (Date to be Tabled by Cllr Mark Clifford)
- Communications Committee Meeting proposed date Monday 7th March 2022 via Zoom
- Summer Fair Working Group Wednesday 23rd February 2022 at 7.00pm at the Lord Nelson