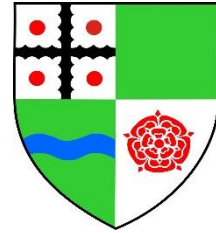


# Clayton-le-Woods Parish Council

Clerk to the Council: Mrs Tracy Morris  
239A Preston Road, Clayton-le-Woods, Chorley, PR6 7PY  
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11<sup>th</sup> September 2023

Dear Councillor,

You are hereby summoned to attend the Ordinary Meeting of the Parish Council to be held on Monday 18<sup>th</sup> September 2023 at 7.30pm at the Parish Council Community Meeting Room/Office 239A Preston Road, Clayton-le-Woods, Chorley PR6 7PY.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Mrs 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**  
Mr Barry Foote (Acting Chairman CLW Bowling Team) Proposal for Bowling Green Gates to be reinstated for Maintenance/Winter period
- 4. To Consider the Establishment of a CLW Bowling Green Working Group with Co-opted Member(s) as liaison**  
4.1 To Request a Formal Response to Change of Ownership of Bowling Green to the Community Team
- 5. To approve the Minutes of the Ordinary Parish Council Meeting held on Monday 17<sup>th</sup> July 2023 (Attached)**
- 6. Clerk's and Admin Assistants Reports (To Follow)**
- 7. Parish Councillor Elections – 5 Vacancies (4 Clayton Brook and 1 West)**  
To approve the decision regarding the Co-option of Candidates for the role of Parish Councillor(s)
- 8. Reports**
  1. Communications Committee Meeting held on Wednesday 6<sup>th</sup> September 2023
  2. SPID Units Update – See attached Report
  3. Summer Clayton Cup Bowls Competition Cost Up to £1080.00 Update (Report Attached)
- 9. Scarecrow Festival**  
To consider whether to run the Competition in 2023
- 10. Grant Requests**
  1. Shop Mobility General Requests to Parish Councils for Funding
  2. St Johns Church Christmas Adventure £100 (Clayton Brook)
- 11. Play Area Repairs**
  1. Meadowbank General Safety Surface Repairs cost £1379 +VAT
- 12. Warm Space Initiative**  
Funding for Set Up and Annual Running Cost £150.00 (Books Games) – No LCC Grant Available at the Present Time
- 13. Winter Newsletter 2023**  
Cost for Design Print and Delivery £4,199 Inc VAT Shared Delivery



## CLW PC AGENDA

### 14. Transfer of Funds from Virgin to Natwest Bank

To Approve £25,000 transfer.

### 15. Accounts for Payment

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

#### 1. Payments August/September 2023

PAYMENTS LIST							
Voucher	Bank	Description	Supplier	VAT Type	Net	VAT	Total
162	Virgin Money	HMRC NI/Tax	HMRC	Z	1,791.78		1,791.78
163	Virgin Money	Scarecrow Festival	Sprintprint	S	11.90	2.38	14.28
164	Virgin Money	Utility Bill	Eon	L	9.83	0.49	10.32
165	Virgin Money	Utility Bill	Water Plus	S	6.67	1.33	8.00
165	Virgin Money	Utility Bill	Water Plus	Z	28.35		28.35
166	Virgin Money	Expenses	Employee 02	Z	17.10		17.10
167	Virgin Money	Sundries	Post Office	Z	8.80		8.80
168	Virgin Money	Play Area General Repai	Envirocare Maintenanc	S	60.00	12.00	72.00
169	Virgin Money	Premises Licence	Chorley Council	Z	100.00		100.00
170	Virgin Money	Lengthsmen Workwear	Workwear Express Ltd	S	69.54	13.91	83.45
171	Virgin Money	Salary	Employee 01	E	1,722.67		1,722.67
172	Virgin Money	Salary	Employee 02	E	1,064.41		1,064.41
174	Natwest Bank	Salary	Lengthsmen JI	E	130.80		130.80
175	Virgin Money	Salary	Lengthsmen ME	E	348.80		348.80
176	Virgin Money	Salary	Lengthsmen CD	X	87.20		87.20
178	Virgin Money	CLWBG Monthly Rent	Mercia Real Estate	Z	49.00		49.00
183	Virgin Money	Utility Bill	NPower	L	122.50	6.12	128.62
187	Virgin Money	CLW Bowling Green Mair	Envirocare Maintenanc	S	720.00	144.00	864.00
190	Virgin Money	Play Area General Repai	Stringfellow Building Cc	S	200.00	40.00	240.00
191	Virgin Money	New Office	Forbes Solicitors	S	800.00	160.00	960.00
192	Virgin Money	CLW Bowling Green Mair	Kevin Bond	Z	300.00		300.00
			<b>Total</b>		<b>7,649.35</b>	<b>380.23</b>	<b>8,029.58</b>



## CLW PC AGENDA

### PAYMENTS LIST

Voucher	Bank	Description	Supplier	VAT Type	Net	VAT	Total
173	Virgin Money	Utility Bill	Water Plus	S	8.58	1.72	10.30
173	Virgin Money	Utility Bill	Water Plus	Z	35.34		35.34
177	Virgin Money	PAT Testing Annual	JMP Electrical Services	S	64.00	12.80	76.80
179	Virgin Money	Phones/Broadband	Three Business Service	S	7.50	1.50	9.00
180	Natwest Bank	Website/Email Managem	Easy Websites	S	81.00	16.20	97.20
181	Natwest Bank	Pension	LCC Pension Employer/	E	1,141.60		1,141.60
182	Natwest Bank	Phones/Broadband	O2	S	6.07	1.21	7.28
184	Virgin Money	Donation	Bowel Cancer UK	Z	88.00		88.00
185	Virgin Money	Rent/Room Hire	Chorley Self Storage Lt	S	76.67	15.33	92.00
186	Virgin Money	Grass Cutting/Open Spa	Envirocare Maintenanc	S	848.43	169.69	1,018.12
189	Virgin Money	Utility Bill	Water Plus	S	6.45	1.29	7.74
189	Virgin Money	Utility Bill	Water Plus	Z	32.97		32.97
196	Virgin Money	CLW Bowling Green Mair	Kevin Bond	Z	300.00		300.00
197	Virgin Money	Office Cleaning	Diamond Domestic	S	64.00	12.80	76.80
198	Virgin Money	Play Area Inspection	ROSPA Play Safety	S	382.00	76.40	458.40
199	Virgin Money	CLW Bowling Green Mair	C & W Berry Ltd	S	83.78	16.75	100.53
200	Natwest Bank	Website/Email Managem	Easy Websites	S	66.00	13.20	79.20
201	Natwest Bank	Salary	Lengthsmen JI	E	130.80		130.80
202	Virgin Money	Salary	Employee 01	E	1,722.67		1,722.67
203	Natwest Bank	Pension	LCC Pension Employer/	E	1,141.61		1,141.61
204	Natwest Bank	Phones/Broadband	O2	S	36.36	7.27	43.63
205	Virgin Money	Salary	Lengthsmen ME	E	348.80		348.80
206	Virgin Money	Rent/Room Hire	Chorley Self Storage Lt	S	76.67	15.33	92.00
207	Virgin Money	Salary	Employee 02	E	1,036.08		1,036.08
208	Virgin Money	Phones/Broadband	Three Business Service	S	7.50	1.50	9.00
209	Virgin Money	Grass Cutting/Open Spa	Envirocare Maintenanc	S	848.43	169.69	1,018.12
210	Virgin Money	Phones/Broadband	BT	S	49.59	9.92	59.51
211	Virgin Money	Salary	Lengthsmen CD	X	87.20		87.20
212	Virgin Money	CLWBG Monthly Rent	MRE Belbroughton Ltd	X	49.00		49.00
213	Virgin Money	Office Cleaning	Diamond Domestic	S	64.00	12.80	76.80
214	Virgin Money	Play Area General Repai	ESPPLAY	S	1,379.00	275.80	1,654.80
<b>Total</b>					<b>10,270.10</b>	<b>831.20</b>	<b>11,101.30</b>

## 2.Receipts July/August 2023

### RECEIPTS LIST

Voucher	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
57	Virgin Money		Bank Interest	Virgin Money	Z	4.79		4.79
58	Virgin Money		Utility Bill Credit	NPower	S	153.68	30.74	184.42
59	Virgin Money		Donation	Bowel Cancer UK	Z	88.00		88.00
60	Virgin Money		Refund Van Hire	Chorley Van Rental	Z	100.00		100.00
61	Petty Cash		Cash Deposit	Residents CLW	Z	2,794.00		2,794.00
62	Virgin Money		Bank Interest	Virgin Money	Z	0.40		0.40
63	Petty Cash		Cash Deposit	Residents CLW	Z	79.75		79.75
64	Virgin Money		Insurance Claim Paymer	Zurich Municipal	Z	3,280.00		3,280.00
65	Natwest Bank	B/T	Bank Interest	Natwest Bank	X	11.34		11.34
66	Natwest Bank	B/T	Bank Interest	Natwest Bank	X	10.32		10.32
<b>Total</b>						<b>6,522.28</b>	<b>30.74</b>	<b>6,553.02</b>



## **16. 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.Reference: 23/00680/CLPUD Proposal: Application for a certificate of lawfulness for a proposed single storey rear extension Location: 26 Darwin Drive Clayton-Le-Woods Leyland PR25 5AP.

2.Reference: 23/00664/FULHH Proposal: Proposed single storey rear extension to from sun-room. Location: Crow Trees Lodge Gough Lane Bamber Bridge Preston PR5 6AQ.

3.Reference: 23/00665/LBC Proposal: Proposed single storey rear extension to from sun-room. Location: Crow Trees Lodge Gough Lane Bamber Bridge Preston PR5 6AQ.

4.Reference: 23/00711/FULHH Proposal: Single storey front extension Location: 12 Kiln Croft Clayton-Le-Woods Chorley PR6 7UD.

5.Reference: 23/00720/P3PA Proposal: Prior approval application under Schedule 2, Part 3, Class Q (a and b) of The Town and Country Planning (General Permitted Development) (England) Order 2015 for the proposed change of use of 1no. agricultural building to 2no. dwellinghouses and associated building operations Location: Lower Wood End Farm Back Lane Clayton-Le-Woods Chorley PR6 7EX.

6.Reference: 23/00619/TPO Case Officer: Bill Whisker - 01257 515642 Ward: Clayton West And Cuerden Proposal: Application for work to a protected tree - Chorley BC TPO 13 (Clayton-le-Woods) 1984: T1 Elm - lateral reduction of branches by 2 metres to maintain a sufficient clearance from property. Location: 71 Watkin Road, Clayton-Le-Woods, Chorley, PR6 7PU.

7.Reference: 23/00669/DIS Case Officer: Chris Smith - 01257 515223 Ward: Clayton East, Brindle And Hoghton Proposal: Application to discharge condition nos. 8 (ground levels), 9 (boundary treatments) and 14 (landscaping) of planning permission ref: 22/01198/FUL (Erection of 2no. detached dwellings, formation of associated driveway and erection of detached garage (following demolition of detached garage)) Location: Wellfield, Gough Lane, Bamber Bridge, Preston, PR5 6AQ.

8. Reference: 23/00731/FULHH Proposal: Single storey side/rear extension attached to existing attached garage and conversion of attached garage to habitable accommodation Location: 3 Ashdown Drive Clayton-Le-Woods Chorley PR6 7SQ



**CLW PC AGENDA**

**17. Correspondence**

None Indicated

**18. Date for Next Meetings**

The next full parish council meeting is proposed to be held on Monday 16<sup>th</sup> October 2023 at 7.30pm at the Parish Council Community Meeting Room 239A Preston Road, Clayton-le-Woods, Chorley PR6 7PY.