

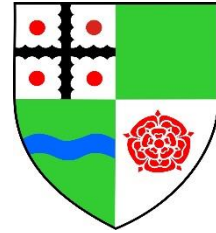
# Clayton-le-Woods Parish Council

Clerk to the Council: Mrs Tracy Morris  
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11<sup>th</sup> March 2024

Dear Councillor,

You are hereby summoned to attend the Ordinary Meeting of the Parish Council to be held on Monday 18<sup>th</sup> March 2024 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 'Tracy Morris', written over a horizontal line.

Mrs Tracy Morris  
Clerk to the Council



CLW PC AGENDA

## **Agenda**

- 1. Welcome to Public**
- 2. To receive and accept apologies**
- 3. Acknowledgement of Resignation of Councillor S Edwards-Williams (Vice Chair) - Vacancy in Clayton South East Ward**
- 4. Co-option of Vacancies in South East Ward (2 Vacancies in Total)**
- 5. Election of Vice Chair (Nominations and Voting)**
- 6. Declaration of Interest**
- 7. Public Participation (None Indicated)**
- 8. To approve the Minutes of the Ordinary Parish Council Meeting held on Monday 19<sup>th</sup> February 2024 (Attached)**
- 9. Clerk's Report (To Follow)**
- 10. Report on Meeting with Members of CLW Bowling Team on Thursday 7<sup>th</sup> March 2024 (Notes Attached) Chairman/Clerk**
- 11. Review of Asset Register and Annual Financial Risk Assessment for 2023/24 Audit (Documents Attached) Chairman/Clerk**
- 12. Appointment of Internal Auditor 2023/24 Mr Alan Platt (£150 +VAT)**
- 13. Whittle and Clayton War Memorial Committee**  
D-Day Commemoration (Donation of Bench in line with partner Whittle PC - £750 +VAT)
- 14. Proposal to Review Funding OAP Christmas Lunch**  
To look for a charitable solution targeted at those most in need at Christmas (£2,300 in 2024/25 Budget)



CLW PC AGENDA

15. SPID Update

To Inform Members of the Latest Situation with the Contractor.

16. Proposal for the PC to become a PC.gov.uk for £60.00 plus £100 Admin Fee. Plus to Look again at the length of the PC email address.

17. Accounts for Payment

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

1. Payments February/March 2024

PAYMENTS LIST

Voucher	Bank	Cheque No	Description	Supplier	VAT Type		Net
430	Virgin Money		Utility Bill	Water Plus	Z		34.06
430	Virgin Money		Utility Bill	Water Plus	S	6.67 1.33	8.00
408	Virgin Money		Signage	Poppy Signs Ltd	S	197.08 39.42	236.50
426	Virgin Money		Sundries	Open Office Supplies	S	12.50 2.50	15.00
431	Virgin Money		Tickets Blast in the Grass	Dare 2 Events Ltd	Z	16.00	16.00
409	Natwest Bank	D/D	Website/Email Managemen	Easy Websites	S	89.10 17.82	106.92
412	Natwest Bank	D/D	Phones/Broadband	O2	S	36.36 7.27	43.63
414	Virgin Money	S/O	Rent/Room Hire	Chorley Self Storage Lt	S	76.67 15.33	92.00
416	Virgin Money	D/D	Phones/Broadband	Three Business Service	S	7.50 1.50	9.00
410	Virgin Money	S/O	Salary	Employee 01	E	1,801.54	1,801.54
411	Natwest Bank	D/D	Pension	LCC Pension Employer	E	1,171.59	1,171.59
417	Virgin Money	D/D	Phones/Broadband	BT	S	46.95 9.39	56.34
419	Virgin Money	B/T	CLWBG Monthly MRE	Belbroughton Ltd	X	49.00	49.00
424	Virgin Money		Training	Lancashire Association	Z	175.00	175.00
432	Virgin Money		Training	Lancashire Association	Z	15.00	15.00
415	Virgin Money	S/O	Salary	Employee 02	E	1,119.55	1,119.55
418	Virgin Money	S/O	Salary	Lengthsmen CD	X	87.20	87.20
413	Virgin Money	S/O	Salary	Lengthsmen ME	E	348.80	348.80
420	Virgin Money		Office Cleaning	Diamond Domestic	S	72.00 14.40	86.40
421	Virgin Money		Annual Emergency Lightin	Direct 365Online	S	120.00 24.00	144.00
422	Virgin Money		Fire Risk Assessment	Lancs Fire & Security	S	85.00 17.00	102.00
425	Virgin Money		Sundries	Centurion Gallery	Z	367.99	367.99
423	Virgin Money		Play Area Gough Lane Ref	Wicksteed	S	8,128.30 1,625.66	9,753.96
<b>Total</b>						<b>14,063.86 1,775.62</b>	<b>15,839.48</b>

2. Receipts February 2024

RECEIPTS LIST

Voucher	Code	Date	Receipt No	Description	Supplier	VAT Type	Net
85	Bank Interest	29/02/2024	Bank Interest	Natwest Bank	X	74.62	74.62
<b>Total</b>						<b>74.62</b>	<b>74.62</b>



## CLW PC AGENDA

### **18. 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: 24/00133/MNMA Case Officer: Chris Smith - 01257 515223 Ward: Clayton West And Cuerden

Proposal: Minor non-material amendment to planning permission ref: 21/01029/FULHH (Part two storey/part first floor side/rear extension, single storey extension to eastern side elevation and single storey front extension) involving a reduction to the size of the two storey element of the extension, the insertion of a new first floor window within the side elevation and roof lights

Location: 24 Higher Meadow, Clayton-Le-Woods, Leyland, PR25 5RS

2. Application no: 24/00178/DIS Case Officer: Mike Halsall - 01257 515226 Ward: Clayton West And Cuerden

Proposal: Application to discharge condition 14 (bat licence) of planning permission 21/00530/FULMAJ (Change of use of vacant care home (Use Class C2) to residential dwelling (Use Class C3) with associated staff and guest accommodation; internal and external repair/refurbishment works and alterations; selective demolition; extension including orangery, staircase enclosure, creation of swimming pool with glazed enclosure, and two storey extension to service buildings in south west corner of stable yard; hard and soft landscaping works including associated structures and landscape features including reinstatement of dilapidated pond; construction of gate lodges and secondary gates to access road; removal of driveway bridge crown and repair of tunnel; provision of associated car parking; together with other associated development)

Location: Cuerden Hall, Shady Lane, Cuerden, Bamber Bridge, Preston, PR5 6AZ

3. Application no: 24/00182/TPO Case Officer: Bill Whisker - 01257 515642 Ward: Clayton West And Cuerden

Proposal: Application for works to protected trees - Lancashire County Council TPO 14 1950: Removal of No.2 Sycamores in poor condition.  
Location: 2 Rose Cottages, Shady Lane, Cuerden, Bamber Bridge, Preston, PR5 6AU

### **19. Correspondence**

None Indicated

### **20. Motion to Exclude Press and Public**

Due to Sensitive Staffing Information

### **21. Staffing Report**



## CLW PC AGENDA

### **22. Date for Next Meetings**

The next full parish council meeting is proposed to be held on Monday 15<sup>th</sup> April 2024 at 7.30pm at the Parish Council Community Meeting Room 239A Preston Road, Clayton-le-Woods, Chorley PR6 7PY.

The Annual Parish meeting will be held on Monday 15<sup>th</sup> April 2024 at 7.00pm prior to the main meeting. All residents and Councillors are welcome to attend.

- 1. Events Working Group (Summer Fair and Academic Clayton Cup) on Thursday 4<sup>th</sup> April 2024 at 4.00pm at the Lord Nelson**
- 2. Communications Committee Meeting – Date to be Scheduled after the FPC Meeting.**