

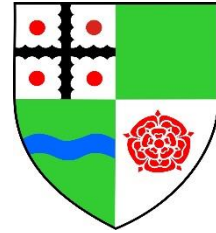
Clayton-le-Woods Parish Council

Clerk to the Council: Mrs Tracy Morris
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www.claytonlewoodsparishcouncil.org.uk



12th June 2024

Dear Councillor,

You are hereby summoned to attend the Ordinary Meeting of the Parish Council to be held on Monday 17th June 2024 at 7.30pm at the Parish Council Community Meeting Room/Office 239A Preston Road, Clayton-le-Woods, Chorley PR6 7PY.

Please note that the GOV.UK domain change over is going to take place on Monday 17th June 2024. James Reilly from Easywebsites will be available at the Parish building to make changes to your devices from 6pm - 7pm.

At 7pm the Parish Council will be a co-option interview of Councillor Irene Amahwe for one of the Parish Councillor vacancies within the Parish.

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. Election of Chairman for 2024/25**
(Councillor Peter Gabbott to remain in Chairman until a replacement has been elected)

- 3. Declaration of Interest**

- 4. Public Participation**

- 5. To approve the Minutes of the Ordinary Parish Council Meeting held on Monday 20th May 2024 (Attached)**

- 6. Clerk's Report (To Follow)**

- 7. Co-Option Vote For Councillor Irene Amahwe (Clayton South East)**

- 8. AUDIT 2023/24**
ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2022/23 (AGAR)
To consider and sign off the AGAR
 - 1. Internal Audit (Attached)**
 - 2. External Audit (Attached)**
 - Section 1 (Declaration Sign off)
 - Section 2 (Accounts Sign Off)

- 9. Reports:**
 1. Report on War Memorial Committee D-Day Commemorative Service on Thursday 6th June 2024
 2. Summer Fair Ongoing Report and Request for Volunteers

- 10. Replacement Lengthsman**
 1. Request to recruit a resident of Lisieux Hall to replace one of Lengthsman that resigned last year.
 2. Costs involved 6 hours per week at £12.00 per hour over 52 weeks = £3744 plus work wear = £200 total spend £3944 per annum



CLW PC AGENDA

11. Accounts for Payment

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

1. Payments May/June 2024

12 June 2024 (2024-2025)

PAYMENTS LIST

65	Virgin Money		Sundries	Sprintprint	S	40.00	8.00	48.00
58	Virgin Money		Sundries	Asda	S	29.79	5.96	35.75
50	Virgin Money		Office Cleaning	G Lloyd	X	72.00		72.00
49	Virgin Money		Utility Bill	Water Plus	S	6.55	1.31	7.86
49	Virgin Money		Utility Bill	Water Plus	Z	35.88		35.88
51	Virgin Money		CLW Bowling Green Maint	Kevin Bond	Z	118.33		118.33
48	Virgin Money		Summer Fair	Extinguisher Hire Ltd	S	150.00	30.00	180.00
61	Virgin Money		Insurance Premium	Zurich Municipal	Z	3,365.56		3,365.56
66	Virgin Money		Hanging Basket Contract	G Burley & Sons	S	4,092.80	818.56	4,911.36
59	Virgin Money		Sundries	Asda	S	22.17	4.43	26.60
60	Virgin Money		Sundries	Ryman Ltd	S	34.97	6.99	41.96
70	Virgin Money		Summer Fair	Just Gorge	Z	200.00		200.00
71	Virgin Money		Summer Fair	North West First Aid	S	453.75	90.75	544.50
72	Virgin Money		Summer Fair	Churchill Security Ltd	S	219.00	43.80	262.80
73	Virgin Money		Summer Fair	Wigan Ukelele Band	Z	175.00		175.00
74	Virgin Money		Summer Fair	Pink Vintage	Z	350.00		350.00
75	Virgin Money		Summer Fair	Leyland Morris Men	Z	70.00		70.00
76	Virgin Money		Summer Fair	Paul Conner	Z	300.00		300.00
77	Virgin Money		Summer Fair	Preston Concert Band	Z	200.00		200.00
78	Virgin Money		Summer Fair	Magician	Z	100.00		100.00
79	Virgin Money		Summer Fair	Hocus Pocus Face Pain	Z	260.00		260.00
81	Virgin Money		Characters x 2 Summer Fe	Lancashire Ice Queen F	Z	250.00		250.00
82	Virgin Money		Summer Fair	Funcast Character Com	S	350.00	70.00	420.00
83	Virgin Money		Summer Fair	Chorley Van Rental	Z	300.00		300.00
84	Virgin Money		Summer Fair	Rebecca Gibson	Z	250.00		250.00
80	Virgin Money		CLW Bowling Green Maint	East Riding Turf Care	S	46.09	9.22	55.31
80	Virgin Money		CLW Bowling Green Maint	East Riding Turf Care	S	45.10	9.02	54.12
80	Virgin Money		CLW Bowling Green Maint	East Riding Turf Care	Z	189.00		189.00
85	Virgin Money		Summer Fair	Poppywood Alpacas	Z	635.00		635.00
86	Virgin Money		Summer Fair	NWC Marquees	S	3,950.00	790.00	4,740.00
87	Virgin Money		Summer Fair	Manchester Ska Found	Z	1,500.00		1,500.00
88	Virgin Money		Summer Fair Leaflets	Sprintprint	S	55.00	11.00	66.00
68	Virgin Money		HMRC NI/Tax	HMRC	Z	2,059.17		2,059.17
52	Natwest Bank	D/D	Website/Email Managemen	Easy Websites	S	72.60	14.52	87.12
67	Virgin Money		Newsletter	Green Man Marketing	S	725.00	145.00	870.00
55	Natwest Bank	D/D	Phones/Broadband	O2	S	36.36	7.27	43.63
57	Virgin Money	S/O	Rent/Room Hire	Chorley Self Storage Lt	S	76.67	15.33	92.00
63	Virgin Money		Summer Fair Leaflets	Sprintprint	Z	340.00		340.00
64	Virgin Money		Summer Fair Leaflets	Sprintprint	S	50.00	10.00	60.00
62	Virgin Money		Management Fee Back Lar	The Lancashire Wildlife	S	8,550.00	1,710.00	10,260.00
53	Virgin Money	S/O	Salary	Employee 01	E	1,722.67		1,722.67
69	Virgin Money		Salary	Temporary Admin Assi	Z	861.00		861.00
56	Virgin Money	S/O	Salary	Lengthsmen ME	E	348.80		348.80
54	Natwest Bank	D/D	Pension	LCC Pension Employer,	E	899.66		899.66
Total						33,607.92	3,801.16	37,409.08



CLW PC AGENDA

2.Receipts May/June 2024

RECEIPTS LIST

8	Natwest Bank	B/T	Bank Interest	Natwest Bank	X	70.59	70.59
9	Virgin Money		Summer Fair	Costco	Z	25.00	25.00
10	Virgin Money		Summer Fair	House of Little Things	Z	25.00	25.00
11	Virgin Money		Summer Fair	Fat Candy Sweets	Z	50.00	50.00
12	Virgin Money		Summer Fair	Tropic	Z	25.00	25.00
13	Virgin Money		Summer Fair	The Candyman	Z	25.00	25.00
14	Virgin Money		Summer Fair	Luxury Rattan Direct Lt	Z	50.00	50.00
15	Virgin Money		Summer Fair	Shaka Shack	Z	25.00	25.00
16	Virgin Money		Summer Fair	Rub A Dub Soap / Grai	Z	25.00	25.00
17	Virgin Money		Summer Fair	Creations by Wittzi	Z	25.00	25.00
18	Virgin Money		Summer Fair	Brownall Plant Nursery	Z	25.00	25.00
19	Virgin Money		Summer Fair	Cosy Homes	Z	25.00	25.00
20	Virgin Money		Summer Fair	Martin's Whippy	Z	50.00	50.00
21	Virgin Money		Summer Fair	Vintage Ice Cream Exp	Z	25.00	25.00
22	Virgin Money		Summer Fair	Foodinajar	Z	25.00	25.00
Total						495.59	495.59

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: 24/00385/FULHH Case Officer: Eleanor McCleary - 01257 515176 Ward: Clayton East, Brindle And Hoghton Proposal: Detached outbuilding (following demolition of existing outbuilding) Location: 370 Preston Road, Clayton-le-Woods, Chorley, PR6 7JE.

2.Application no: 24/00386/LBC Case Officer: Eleanor McCleary - 01257 515176 Ward: Clayton East, Brindle And Hoghton Proposal: Application for listed building consent for the removal of existing door in the south facing gable wall, and replacement with a new timber casement window with matching stone-sill and external stonework Location: 586 Preston Road, Clayton-le-Woods, Chorley, PR6 7EB.

3.Application no: 24/00402/CLPUD Case Officer: Mrs Hannah Roper - 01257 515230 Ward: Clayton West And Cuerden Proposal: Application for a certificate of lawfulness for the use of a (Use Class C3a) dwelling as a children's care home for a maximum of two children, with a maximum of two carers on site, working on a rota basis (Use Class C2) Location: 63 Cunnery Meadow, Clayton-le-Woods, Leyland, PR25 5RN.

4.Application no: 24/00390/TPO Case Officer: Bill Whisker - 01257 515642 Ward: Clayton West And Cuerden Proposal: Application for works to a protected tree - Chorley BC TPO 6 (Clayton-le-Woods) 1999: Prune branches from No.2 Beech trees overhanging into 4 Chiltern Meadow, back to the boundary. Location: 4 Chiltern Meadow, Clayton-le-Woods, Leyland, PR25.



CLW PC AGENDA

5. Application no: 24/00414/DIS Case Officer: Chris Smith - 01257 515223 Ward: Clayton West And Cuerden Proposal: Application to discharge condition 13 (assurance of dwelling emission rates) attached planning permission ref: 14/00951/OUTMAJ (Outline application for up to 220 dwellings with associated open space and landscaping, with all matters reserved except for access) Location: Land North Of Lancaster Lane And Bounded By Wigan Road And Shady Lane, Lancaster Lane, Clayton-le-Woods.

6. Application no: 24/00421/FULMAJ Case Officer: Mr Iain Crossland - 01257 515903 Ward: Clayton West And Cuerden Proposal: Section 73 application to vary conditions 2, 3, 5, 6, 7, 8, 11, 14, 16 and 22 attached to planning permission 20/00377/FULMAJ (Erection of 115 dwellings with associated parking, landscaping, drainage, pump station, layout of roads and footways and other associated works), and as amended by 23/00274/MNMA and 24/00295/MNMA, in order to substitute approved house types with a reduction in dwelling numbers and associated modifications to internal roads, landscaping, boundary treatments and associated infrastructure. Location: Land Adjoining Cuerden Residential Park, Nell Lane, Cuerden Applicant: Rowland Homes Ltd - Farington House, Stanifield Business Park, Stanifield Lane, Application no: 24/00421/FULMAJ Case Officer: Mr Iain Crossland - 01257 515903 Ward: Clayton West And Cuerden Proposal: Section 73 application to vary conditions 2, 3, 5, 6, 7, 8, 11, 14, 16 and 22 attached to planning permission 20/00377/FULMAJ (Erection of 115 dwellings with associated parking, landscaping, drainage, pump station, layout of roads and footways and other associated works), and as amended by 23/00274/MNMA and 24/00295/MNMA, in order to substitute approved house types with a reduction in dwelling numbers and associated modifications to internal roads, landscaping, boundary treatments and associated infrastructure. Location: Land Adjoining Cuerden Residential Park, Nell Lane, Cuerden.

7. Application no. 24/00454/FUL. Proposal: Location: Erection of a detached dwelling with means of access. Southworths Farm Wigan Road Clayton-le-Woods Leyland PR25 5SB.

13. Correspondence

Donation Request from Ley Inn to contribute up to 50% of cost towards the installation of a defibrillator at the Pub.

14. Motion to Exclude Press and Public

Due to Sensitive Staffing Information.

15. Staffing Report

1. Staffing Update (Employee 2)
2. Temporary Admin Cover Timesheet and Ongoing Costs (£861.00)



CLW PC AGENDA

16. Date for Next Meetings

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

Summer Fair Working Group Meeting to be held on Tuesday 18th June 2024 at **6pm** at the Lord Nelson Pub. All Welcome.