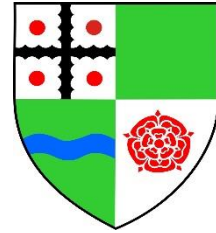


# Clayton-le-Woods Parish Council

Clerk to the Council: Mrs Tracy Morris  
Parish Office/Meeting Room  
239A Preston Road, Clayton-le-Woods, Chorley, PR6 7PY  
Telephone: 01257 264854  
Mobile: 07715 637345  
Email: [clerk@claytonlewoods-pc.gov.uk](mailto:clerk@claytonlewoods-pc.gov.uk)  
Website: [www.claytonlewoods-pc.gov.uk](http://www.claytonlewoods-pc.gov.uk)



11<sup>th</sup> September 2024

Dear Councillor,

You are hereby summoned to attend the Ordinary Meeting of the Parish Council to be held on Monday 16<sup>th</sup> September 2024 at 7.30pm at the Parish Council Community Meeting Room/Office 239A Preston Road, Clayton-le-Woods, Chorley PR6 7PY.

Prior to the main meeting you are invited at 6.50pm to a co-option interview for Mr David Cook and Ms Lisa Shacklady for two Parish Councillor vacancies. Please can you arrive promptly if you wish to attend as the first interview is at 7.00pm. (The Letters of Intent has been emailed to Members)

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. General Welcome and to Cllr Mark Lee who is Attending his First Meeting**
- 2. To receive and accept apologies**
- 3. Approval from Chorley Council to Co-opt to replace Cllr Peter Gabbott (Clayton West) who Resigned in July 2024**
- 4. Pay Outgoing Chairmans Allowance to P Gabbott (  $3/12^{\text{ths}} \times \text{£}500.00 = \text{£}125.00$  )**
- 5. Election of Chairman for 2024/25**  
(Following Resignation of Cllr Peter Gabbott)
- 6. Declaration of Interest**
- 7. Public Participation (Mr Barry Foote – Chairman of the CLW Bowling Team)**
  - Renting the Pavilion
  - Bowling Green Working Group
  - Proposal for Winter Work at Bowling Green
- 8. To approve the Minutes of the Ordinary Parish Council Meeting held on Monday 15<sup>th</sup> July 2024 and the Extraordinary Parish Council Meeting held on Monday 29<sup>th</sup> July 2024 (Attached)**
- 9. Clerk's Report (To Follow)**  
Security and Safety Measures for Office and Staff
- 10. Staffing Update - Proposal to have WG to discuss the appointment of Replacement Admin Staff Member (Temp Assistance)**
- 11. Review of Committees and Member Required to Join War Memorial Committee**
- 12. Proposal for Summer Fair Date 2025 - Saturday June 21<sup>st</sup> 2025 (Week after Leyland Festival)**
- 13. Christmas Light Switch On 30<sup>th</sup> November 2024 -Working Group**



CLW PC AGENDA

**14. OAP Lunch 2024**

Cost Benefit Analysis – Best Use of Parish Funds/Time Going Forward

**15. Annual Winter Clayton Cup Competition (Date Proposed Wednesday 12<sup>th</sup> February 2025)**

**16. Proposal to Rent Building for Cake Decorating Club and Art Display**

**17. Information Board Outside Office at a cost of £1500**

**18. Forbes Solicitors Fees £2,572.80 (As Agreed Previously)**

**19. Accounts for Payment**

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

**1. Payments August/September 2024**

**PAYMENTS LIST**

Vouch e	Date	Bank	Cheque No	Description	VAT Type	Net	VAT	Total
188	21/08/2024	Virgin Money		Play Area Inspection	ROSPA Play Safety S	398.00	79.60	477.60
189	22/08/2024	Virgin Money		Utility Bill	NPower L	119.72	5.99	125.71
187	22/08/2024	Virgin Money		Summer Fair	John Harrison Sport S	41.25	8.25	49.50
137	22/08/2024	Virgin Money	B/T	Grass Cutting/Open Spa	Envirocare Mainteni S	506.25	101.25	607.50
190	22/08/2024	Virgin Money		HMRC NI/Tax	HMRC Z	6,221.16		6,221.16
175	01/09/2024	Natwest Bank	D/D	Website/Email Managem	Easy Websites S	74.80	14.96	89.76
141	01/09/2024	Virgin Money		CLW Bowling Green Main	Kevin Bond Z	118.33		118.33
195	07/09/2024	Virgin Money		Annual Membership	Microsoft S	247.20	49.44	296.64
172	11/09/2024	Virgin Money		Legal Advice	Forbes Solicitors S	2,144.00	428.80	2,572.80
197	11/09/2024	Virgin Money		Benches/Bins/Noticeboar	White Light Product S	759.50	151.90	911.40
193	11/09/2024	Virgin Money		Salary	Employee Z	240.00		240.00
173	16/09/2024	Virgin Money		Utility Bill	Eon L	31.00	1.55	32.55
174	16/09/2024	Virgin Money		Utility Bill	NPower L	129.58	6.48	136.06
178	16/09/2024	Natwest Bank	D/D	Phones/Broadband	O2 S	40.00	8.00	48.00
181	16/09/2024	Virgin Money	D/D	Phones/Broadband	Three Business Sen S	7.50	1.50	9.00
183	16/09/2024	Virgin Money	D/D	Phones/Broadband	BT S	49.59	9.92	59.51
180	16/09/2024	Virgin Money	S/O	Rent/Room Hire	Chorley Self Storag S	19.17	3.83	23.00
194	16/09/2024	Virgin Money		Utility Bill	Water Plus S	6.47	1.36	7.83
194	16/09/2024	Virgin Money		Utility Bill	Water Plus Z	77.37		77.37
196	16/09/2024	Virgin Money		Chairman's Expenses	Clr P Gabbott Z	125.00		125.00
185	16/09/2024	Virgin Mon	B/T	Rent		49.00		49.00
182	16/09/2024	Virgin Money	B/T	Grass Cutting/Open Spa	Envirocare Mainteni S	1,012.50	202.50	1,215.00
176	16/09/2024	Virgin Money	S/O	Salary	Employee 01 E	1,722.67		1,722.67
179	16/09/2024	Virgin Money	S/O	Salary	Lengthsmen ME E	348.80		348.80
184	16/09/2024	Virgin Money	S/O	Salary	Lengthsmen CD X	87.20		87.20
177	16/09/2024	Natwest Bank	D/D	Pension	LCC Pension Employ E	899.66		899.66
<b>Total</b>						<b>15,475.72</b>	<b>1,075.33</b>	<b>16,551.05</b>



## CLW PC AGENDA

### 2.Receipts August 2024

#### RECEIPTS LIST

Vouch e	Descrip tion	Supplier			Total
67	Bank Interest	Virgin Money	E	3.08	3.08
68	Bank Interest	Natwest Bank	Z	34.28	34.28
		<b>Total</b>		<b>37.36</b>	<b>37.36</b>

### 20.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: 24/00562/FULHH Case Officer: Simon Lems Ward: Clayton East, Brindle And Hoghton Proposal: Single storey side/rear extension Location: 13 Oak Vale Drive, Clayton-le-Woods, Chorley, PR6 7YF.

2.Application no: 24/00564/FULHH Case Officer: Simon Lems Ward: Clayton East, Brindle And Hoghton Proposal: Single storey rear extension Location: 6 Ash Field, Clayton-le-Woods, Chorley, PR6 7QP.

3.Application no: 24/00550/OUT Case Officer: Mrs Hannah Roper - 01257 515230 Ward: Clayton East, Brindle And Hoghton Proposal: Outline application for the erection of single storey detached annexe providing accommodation ancillary to main dwelling, following demolition of an existing single storey detached garage (all matters reserved). Location: 618 Preston Road, Clayton-le-Woods, Chorley, PR6 7EH.

4.Application no: 24/00513/FUL Case Officer: Mike Halsall - 01257 515226 Ward: Clayton West And Cuerden Proposal: Erection of outbuildings within the walled garden at Cuerden Valley Park (retrospective) Location: The Walled Orchard, Cuerden Valley Park, Shady Lane, Cuerden, Bamber Bridge.

5.Application no: 24/00478/FULHH Case Officer: Eleanor McCleary - 01257 515176 Ward: Clayton West And Cuerden Proposal: Two storey side extension (following demolition of existing double garage) Location: 4 Gisburn Court, Clayton-le-Woods, Leyland, PR25 5AN.

6.Application no: 24/00587/DIS Case Officer: Mike Halsall - 01257 515226 Ward: Clayton West And Cuerden Proposal: Application to discharge conditions 10 (historic investigation and building recording of the grade II listed stable block and cinder path tunnel), 11 (topographic earthworks survey, historic building recording and test pit and trial trench evaluation) and 12 (details of conservatory) of listed building consent ref. 21/00531/LBC (Application for listed building consent for works to the Grade II\* listed hall to facilitate a change of use of vacant care home (Use Class C2) to residential dwelling (Use Class C3) including internal and external repair/refurbishment works and alterations; extension including orangery, staircase enclosure and creation of swimming pool with glazed enclosure)



## CLW PC AGENDA

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

7.Application no: 24/00588/DIS Case Officer: Mike Halsall - 01257 515226 Ward: Clayton West And Cuerden Proposal: Application to discharge conditions 10 (historic investigation and building recording of the grade II listed stable block and cinder path tunnel), 11 (topographic earthworks survey, historic building recording and test pit and trial trench evaluation) and 12 (details of conservatory) of listed building consent ref. 21/00532/LBC (Application for listed building consent for works to the Grade II listed stables to facilitate a 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; and two storey extension to service buildings in south west corner of stable yard) Location: Cuerden Hall, Shady Lane, Cuerden, Bamber Bridge, Preston, PR5 6AZ.

8.Application no: 24/00591/FULHH Case Officer: Eleanor McCleary - 01257 515176 Ward: Clayton West And Cuerden Proposal: Installation of air source heat pump system to the rear wall of house Location: 8 Mortimer Place, Clayton-le-Woods, Leyland, PR25 5AJ

9.Application no: 24/00610/FULHH Case Officer: Eleanor McCleary - 01257 515176 Ward: Clayton West And Cuerden Proposal: Single storey rear extension (following demolition of existing conservatory) Location: 71 Watkin Road, Clayton-le-Woods, Chorley, PR6 7PU.

10.Application no: 24/00608/DIS Case Officer: Mike Halsall - 01257 515226 Ward: Clayton West And Cuerden Proposal: Application to discharge conditions 32 (historic investigation and building recording of the grade II listed stable block and cinder path tunnel), 34 (topographic earthworks survey, historic building recording and test pit and trial trench evaluation) and 35 (details of conservatory) of planning permission ref. 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.

11.Reference: 24/00611/FULHH Proposal: Proposed first floor side extension and single storey rear extension (Following demolition of existing conservatory) Location: 45 Ashdown Drive Clayton-le-Woods Chorley PR6 7SQ

12.Reference: 24/00616/FULHH Proposal: Single storey rear extension Location: 10 Eford Close Clayton-le-Woods Leyland PR25 5BA



## CLW PC AGENDA

13.Reference: 24/00633/FULHH Proposal: Proposed single storey side extension and increase to the height of the existing brick screen garden wall by 300mm  
Location: 37 Hunts Field Clayton-le-Woods Chorley PR6 7TT

14.Reference: 24/00658/FUL Proposal: Section 73 application to vary condition 3 (approved plans) attached to planning permission 23/00564/FUL (Application for technical details consent for the erection of four dwellings pursuant to permission in principle 22/00765/PIP) to alter house types and confirm a phased self build development Location: Land Opposite Hampton Grove Wigan Road Clayton-le-Woods

15.Reference: 24/00685/FULHH Proposal: Two storey side extension Location: 18 Kiln Croft Clayton-le-Woods Chorley PR6 7UD.

16.Application no: 24/00682/FULHH Case Officer: Simon Lems Ward: Clayton West And Cuerden Proposal: Single storey side/rear extension and conversion of garage to habitable accommodation Location: 213 Higher Meadow, Clayton-le-Woods, Leyland, PR25 5RR.

17.Reference: 24/00753/FULHH Proposal: External alterations to existing garage in order to facilitate provision of habitable accommodation Location: 21 Dallington Avenue Clayton-le-Woods Leyland PR25 5AH

### **21. Correspondence**

- 1.Letter of thanks from Whittle and Clayton Scout Group
- 2.Invitation to Lancashire Parish and Town Council Conference 2<sup>nd</sup> November 2024
3. LCC Planning Letter LCC/2022/0044NM1
- 4.Police and Crime Commissioners Community Fund

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

Due to Vote for Councillors (Confidential Information).

### **23. Voting for Parish Councillors**

Councillor Vote for:

- Mr David Cook
- Ms Lisa Shacklady

### **24. Date for Next Meetings**

- 1.The next full parish council meeting is scheduled to be held on Monday 21<sup>st</sup> October 2024 at 7.30pm at the Parish Council Community Meeting Room 239A Preston Road, Clayton-le-Woods, Chorley PR6 7PY.