

CLAYTON-LE-WOODS PARISH COUNCIL
MINUTES OF THE ORDINARY MEETING
HELD ON MONDAY 15th APRIL 2019 AT 7.30PM AT
CHORLEY BUSINESS AND TECHNOLOGY CENTRE EUXTON

PRESENT: Councillor Mr M Clifford (Chairman)
Councillor Mrs C Billouin
Councillor Ms C Bromilow
Councillor Mrs G Charlesworth
Councillor Mr D Clough
Councillor Ms J Cronshaw
Councillor Mrs D Dowrick
Councillor Mrs S Edwards-Williams
Councillor Mr P Gabbott
Councillor Ms S Neill
Councillor Mrs J Norris
Councillor Mrs G Ormston
Councillor Mr D Rogerson

In Attendance: Mrs G Egan (Project Officer)
Mrs TD Morris (Clerk)

ACTION

8067 APOLOGIES

Apologies had been received and accepted from Councillor S Fenn. It was noted that Councillor M Mayson was absent.

8068 DECLARATION OF INTEREST

Councillor M Clifford declared an interest as an associate of the Wildlife Trust. Councillor C Bromilow declared an interest as a Trustee of Cuerden Valley Park.

8069 PUBLIC PARTICIPATION

There were no items recorded.

8070 MINUTES OF ORDINARY PARISH COUNCIL MEETING HELD ON 18TH MARCH 2019

It was RESOLVED that the minutes of the ordinary parish meeting held on the 18th March 2019 should be signed by the Chairman. Subject to the following change under 8062.3.3 Should read grant awarded £1,000.00 not £100 as stated.

8071 MATTERS ARISING

8061 Parish Election Arrangements

The Clerk informed the members that she had made all the relevant information available to the Councillors.

8062.1 St Helens Well Commemorative

The Clerk had been in contact with Brindle Historical Society and was awaiting a response

8062.2.1 Security at the Summer Fair

It was reported that the Security firm had been informed of the decision made by the parish council not to enter into a contract with them in 2019.

8062 Finance Committee Grant

The Clerk explained that even though £1,000.00 had been awarded to the Two Trees Community Garden £500.00 had been allocated as the planting of the wildflower meadow would be billed to the parish council directly.

8065 Correspondence

All the letters from the residents and Trustees had been replied to as requested.

8072 MOTION TO EXCLUDE PRESS AND PUBLIC

It was RESOLVED to exclude the press and public for item 8072.1 and 8072.2 due to the commercially sensitive nature of the information and the staff review report.

8073 REPORTS

Reports were received and accepted from the following Committees:

1. Play and Leisure Committee Meeting held on Wednesday 3rd April 2019

Cunnery Meadow Recommendation of Contractor for Project (Committee Papers sent separately) (£70,000.00 cost)

Councillor C Bromilow reported that the evaluation of the tenders had taken place and that Wicksteed had been selected subject to the successful negotiation regarding the flooring.

It was agreed that Councillor P Gabbott would lead the project in pre-contract to handover stage to be assisted by Councillor C Bromilow.

After due discussion it was RESOLVED to award the contract to Wicksteed the Cunnery Meadow Play area at a total cost of £70,000.00 subject to the resolution of the caveat regarding the flooring delegated to the Play and Leisure Committee.

Clerk/PL
Comm

(Votes were 12 in favour one against)

The Clerk and the Project Officer left the meeting at this point

2. Management Committee Meeting held on Monday 1st April 2019

1. Report Performance Review of Office Staff – (Total Cost £893.61) (Committee Papers sent separately)

The discussion was held in camera and once a decision had been made the *Clerk and the Project Officer re-entered the meeting.*

It was RESOLVED that the Clerk and the Project Officer each receive one additional point following the performance review.

The members requested that the Clerk make the necessary arrangements.

8074 TO APPROVE CIL POLICY APPLICATION FORM AND POINTS SYSTEM

The members had received the papers prior to the meeting for their scrutiny

The following questions were asked:

Q. Was there a minimum point score?

A. No there would be a ranking system high to low scores.

Q. Can CIL cover revenue costs?

A. No the funds are for physical projects only.

Q. Can private companies apply for CIL?

A. Any organisation can apply to be considered for CIL funding?

Q. Is CIL funding restricted to projects within the parish boundaries

A. No CIL funding has no specific boundaries only that the applicants should be local (neighbouring areas)

Q. Would any applicant if successful be monitored?

A. Yes this is specified in the procedural document over any some over £500.00

Q. Would the CIL Policy and associated forms be reviewed after the first spending meeting to monitor its effectiveness?

A. Yes the CIL documents will be reviewed as required at least on an annual basis.

It was stated that the parish council would consult with the community regarding the top rated applications prior to any decision being made by the FPC.

After due consideration - It was RESOLVED to adopt the CIL Policy Application Form, Scoring System and Procedures subject to regular reviews.

Clerk

Clerk

8075 ACCOUNTS FOR PAYMENT

The Parish Council RESOLVED to approve the following accounts for payment:

<u>Paym't Method/</u>	<u>April 2019 Accounts</u>	<u>£</u>
<u>Chq No.</u>		
S/O	Lengthsmen (5no.) Salary Paid by Standing Order	788.16
S/O	Employee (1) Salary Paid by Standing Order	1,334.40
D/D	Employee (1) / Employer Pension Contribution	418.68
B/T	Employee (2) Salary	642.43
B/T	Chorley Business and Technology Centre Monthly Office Rental	390.00
D/D	Easy Websites Ltd. Monthly Hosting, Parish email addresses, Support.	84.00
D/D	O2 Telefonica Monthly Fee for Parish Phone	29.34
B/T	BT Business Bill Office Phone and Broadband	70.36
D/D	Three Telephone Monthly Fee Parish Phone (2)	9.00
S/O	Chorley Self Storage Ltd Storage of Property	88.00
B/T	HMRC Tax and NI Contributions	537.42
B/T	Office Phone Equipment	29.93
B/T	A Fielden Bowling Green Maintenance (Monthly Fee)	80.00
01119	Two Trees Community Garden Grant (Wildflower Meadow/Bench)	500.00
00120	Chorley Business and Technology Centre (24 Stamps)	16.08
00121	Chorley Council Glazing for Defibrillator Cabin	228.00
00122	Reimbursement to Mrs T Morris Open Spaces Society Annual Subscription	45.00
00123	Stringfellow Ltd CLWBC Edging Boards	864.00
00124	Fire Extinguisher Ltd Extinguisher Hire Summer Fair	114.00
00125	LALC Annual Subscription	1,510.44

Total with late Accounts £7,779.24

Receipts

Annual Precept	£119,730.00
CIL Funding April 2019	£48,825.16

Total £168,555.16

The Parish council noted the receipts as stated above.

8076 PLANNING APPLICATIONS

1. Application no. [18/00917/FULMAJ](#)

Proposal: Erection of 87 dwellings on land to south of Nell Lane

Location: Land adjoining Cuerden Residential Park Nell Lane Cuerden

It was noted that an independent report was yet to be submitted. The parish would request to speak at the Development Control Committee when the application was formally tabled.

2. Application no. [19/00249/FUL](#)

Proposal: Section 73 application to remove condition 17 (affordable housing) attached to planning permission 16/00884/FUL (Redevelopment of site to create 6 two bedroom houses together with additions of residents parking, private drives and boundary treatment on Land north of 73 Daisy Meadow) to remove the need for the approved dwellings to be provided as affordable dwellings.

Location: Land North Of 73 Daisy Meadow Bamber Bridge

3. Application no. [19/00248/FUL](#)

Proposal: Section 73 application to remove condition 17 (affordable housing) attached to planning permission 16/00885/FUL (Redevelopment of site to create 4 two bedroom houses together with addition of residents parking, private drives and boundary treatment on Land between 63 Homestead and 86 Homestead) to remove the need for the approved dwellings to be provided as affordable dwellings.

Location: Land North West of 65 Homestead Bamber Bridge

4. Application no. [19/00250/FUL](#)

Proposal: Section 73 application to remove condition 19 (affordable housing) attached to planning permission 16/01134/FUL (Redevelopment of site to create 4 two bedroom houses together with addition of parking, private drives and boundary treatment) to remove the need for the approved dwellings to be provided as affordable dwellings.

Location: Clayton House Clayton Brook Road Bamber Bridge

Application 2,3 and 4 were discussed and queries were raised regarding the request to remove affordable housing from the planning conditions. It was reported by Councillor G Charlesworth that the paperwork was complex and unclear.

It was RESOLVED to object to the removal of the condition for the properties to be affordable housing

Clerk

5. Application no. [19/00211/DIS](#)

Proposal: Application to discharge conditions of planning permission 17/00921/FUL (Proposed agricultural building and access track) - Condition 5 (Written Scheme of Investigation - archaeology)

Location: Cuerden Lodge Shady Lane Clayton-Le-Woods Preston PR5 6AU

It was RESOLVED to make no comment.

6. Application no. [19/00289/FULHH](#)

Proposal: Single storey side extension and single storey rear extension.

Location: 25 Lancaster Lane Clayton-Le-Woods Leyland PR25 5SN

It was RESOLVED to make no comment.

7. Application no. 19/00300/TPO

Proposal Application for works to protected trees - Chorley BC TPO 8 (Clayton-le-Woods) 1996 - 2 Oak Trees to the front of the property - T12 & T13, prune back branches to a suitable growth point to achieve a clearance of 2m from residential dwellings, lift the crowns to 3.5m above the height of the patio.

Location 30 Magnolia Drive Clayton-Le-Woods Leyland PR25 5SF

Following several proposals -

It was RESOLVED to comment that the trees should not be trimmed unless they were diseased and not during the bird nesting season.

Clerk

However it was requested that the Clerk investigate with the Tree Officer at Chorley Council to gain an expert opinion.

The members wished to thank Councillor G Charlesworth for her hard work in reviewing each application in detail.

8077 CORRESPONDENCE

The Clerk stated that a letter had been received informing the parish council that following a rental increase there was to be a small increase in the office rent.

It was requested that the review be delegated to the Finance Committee for scrutiny.

FSB

8077 DATE OF NEXT ORDINARY PARISH MEETING AND FUTURE DATES

The clerk informed the members that the Annual Parish Meeting was scheduled for Monday 20th May 2019. It was agreed that due to the possible restrictions on space that a suitable venue be arranged for that meeting.

It was requested that the Clerk book the Annexe at Manor Road for the meeting.

Clerk

It was RESOLVED that the next ordinary Parish Council meeting is to be held on Monday 20th May 2019 at 7.30pm at the Manor Road Annexe.

Prior to the Ordinary meeting the General Parish Meeting would be held at 6.30pm followed by the Annual Parish Meeting at 7.00pm

Committee Meetings

- Communications Committee 16th April 2019