

Clayton-le-Woods Parish Council

Clerk to the Council: Mrs Tracy Morris
10 Birch Field, Clayton-le-Woods, Chorley PR6 7RE
07715 637345

E-mail: claytonparish08@btinternet.com
www.claytonlewoodsparishcouncil.org.uk

3rd February 2016

Dear Councillor,

You are hereby summoned to attend the Ordinary Meeting of the Parish Council to be held on Monday 15th February 2016 at Clayton Green Library at 7.30pm.

Yours sincerely,

Mrs Tracy Morris
Clerk to the Council

AGENDA

- 1. To receive apologies.**
- 2. Declaration of Interest.**
- 3. Public Participation – Chairman.**
- 4. Reports from Police and PACT meetings.**
Reports emailed to Councillors prior to meeting - paper copies available at the meeting.
- 5. To approve the Minutes of the Ordinary Parish Council Meeting held on Monday 18th January 2016 (copy attached).**
- 6. Clerk's Report for Information Only. (Matters Arising)**
- 7. Subsidised Local Bus Services - Consultation**

8. Reports:

- Chorley Liaison Meeting attended by Councillors C Bromilow, J Cronshaw and A Cullens on Wednesday 20th January 2016.
- SLCC Quarterly Meeting attended by the Clerk on Thursday 11th February 2016.
- Report from the Clayton and Whittle Neighbourhood Committee attended by Councillors A Cullens J Cronshaw and C Bromilow on 2nd February 2016 (Remedial Work to Factory Road)

9. Committee Reports: -

1. Finance Staffing and Buildings meeting held on 10th February 2016
2. Management and General Purposes meeting held on 10th February 2016

10. Annual Appointment of Internal Auditor and Fee

Review undertaken by FSB Committee

11. Quarterly Budget Reconciliation (3rd Quarter)

Figures and Variation Report for Ratification

12. Accounts for Payment.

Each account has been checked and countersigned by the Clerk and the Chairman prior to the meeting.

Any Late Accounts (To be tabled at Meeting)

<u>Cheque No.</u>	<u>Accounts for February 2016</u>	<u>£</u>
N/A	Lengthsmen (6no.) Salary (February 2016) Paid by Standing Order	624.00
N/A	Employee (1) Salary (February 2016) Paid by Standing Order	1168.05
004842	HMRC (NI and Tax) for November 2015	281.96
004843	The Hub Events – Management Training for Clerk	588.00
004844	JM Services (North West) Ltd installation/Maintenance and Removal of Christmas tree lights (1000 lights paid for 1800 installed)	600.00
004845	Westfield Tree Services Ltd 1 no. Christmas Tree and Safety Barrier / Installation and Removal	696.00
004846	LCC Room Hire – 5 x £10 Sessions in January 2016	50.00
Total Expenditure <i>without</i> late Accounts		£4,008.01

13. To discuss and make decisions on Planning Applications

Applications can be viewed on the Chorley Council website via the following link <http://planning.chorley.gov.uk/online-applications/>

1. **16/00032/FULHH.** Erection of two storey side extension and single storey rear extension, including the conversion of existing garage to habitable accommodation. 1 Croft Meadow.
2. **16/00035/FUL.** Change of use of integral garage to provide additional office and meeting space. 32 Whitethorn Close.
3. **16/00048/FUL.** Retrospective application for refurbishment of rear beer garden including installation of 2 no. 4.2m by 4.2m parasols. Dante's, Halfway House 470 Preston Road.
4. **16/00049/FULHH.** Erection of single storey side extension. 16 Watkin Road.

14. Correspondence.

- Letter from Resident regarding proposals for 112 and 114 bus service.
- Minutes of LALC Chorley Area Meeting held on 4th February 2016.
- NALC/SLCC Job Evaluation Letter.

15. Evaluation

- New Meeting Arrangements
- AOB (*With Notification to Clerk Prior to the Meeting*)

16. Proposed Committee Meeting / Training Dates: -

Parish Councillor Training Dates

- 1 session on general practices, roles and responsibilities of Council / Councillors
- 1 session on Committees 'how they work and why'

Management Committee – To follow FSB meeting on Wednesday 9th March 2016

FSB Committee – Wednesday 9th March 2016

PLW Committee Wednesday 16th March 2016

Environment Committee Wednesday 16th March 2016 **to follow** PLW Committee

Communications Committee Monday 14th March 2016

17. Confidential Items

18. Date for Next Full Parish Council Meeting

The next full parish council meeting has been agreed to be held on **Monday 21st March 2016** at 7.30pm at Clayton Green Library.