

CLAYTON-LE-WOODS PARISH COUNCIL

**MINUTES OF THE ORDINARY MEETING
HELD ON MONDAY 19th MARCH 2018 AT 7.30PM AT
CHORLEY BUSINESS AND TECHNOLOGY CENTRE, EUXTON**

PRESENT: Councillor Mr R Ormston (Chairman)
Councillor Mrs C Billouin
Councillor Ms C Bromilow
Councillor Mr M Clifford
Councillor Ms J Cronshaw
Councillor Mr S Fenn
Councillor Mr P Gabbott
Councillor Mrs J Norris
Councillor Mrs G Ormston
Councillor Mr D Rogerson
Councillor Mrs A Whitham

In Attendance: 1 member of the public
Mrs TD Morris (Clerk)
Mrs G Egan (Project Officer)

ACTION

7885 APOLOGIES

Apologies were received and accepted from Councillor G Charlesworth. It was noted that Councillor M Mayson was absent from the meeting.

7886 DECLARATION OF INTEREST

Councillor M Clifford declared an interest as an employee of the Wildlife Trust and Clayton Green Scout Group and Councillor J Cronshaw as a member of St Johns Church.

7887 PUBLIC PARTICIPATION

Mrs Dorwick raised the issue of the disrepair and litter in the play area on Cunnery Meadow.

The Chairman outlined the history of the play area and the lack of investment in maintenance over several years. It was planned that there would be a review of maintenance and renewal of the play area.

It was agreed that the parish would investigate including the play area on the list of designated litter picking spots on the weekly schedule by the Lengthsmen and the weekly volunteer litter picking team would put it on their rounds.

7888 MINUTES OF ORDINARY PARISH COUNCIL MEETING HELD ON 19TH FEBRUARY 2018

It was **RESOLVED** that the minutes of the ordinary parish meeting held on the 19th February 2018 should be signed by the Chairman as a correct record.

7889 MATTERS ARISING

Project Officer

The Chairman introduced Mrs Gill Egan the Project Officer to her first meeting. The council wished her well in her new appointment.

Clayton-le-Woods Bowling Green Committee

It was proposed that Councillor M Clifford added to the Bowling Green Committee.

It was **RESOLVED** that Councillor M Clifford be added as a member of the CLW Bowling Green Committee with immediate effect.

Clerk

Clayton-le-Woods Bowling Green Annual Repairs

It was reported that a member of the bowling club had contacted the appointed contractor without prior knowledge or consent of the parish council.

It was requested that the clerk write to the member to convey the deep concern that the parish council have regarding his conduct. It was also requested that a copy of this letter would be sent to Councillors Alistair Bradley (Chorley Council Leader) and Alan Cullens (Chorley Conservative Party Leader) and to Mr Chris Moister (Chorley Standards Officer) for their records.

Chair/
Clerk

7890 APPOINTMENT OF LIAISON COMMITTEE WITH QUERCIA LTD

It was proposed that Councillor M Clifford be appointed as the parish council representative to the community liaison committee with Quercia Ltd.

It was **RESOLVED** that Councillor M Clifford be appointed as the parish council representative to the community liaison committee with Quercia Ltd.

7891 UPDATE ON CLAYTON HALL LANDFILL SITE - QUERCIA

Councillor M Clifford reported that he had been appointed chairman of the liaison committee which consisted of various interest groups health and environment officials. It was planned that there would be a clear line of communication between Quercia and all the interest groups going forward. The members were informed that Quercia Limited had offered to work with the parish council to sponsor projects within the area.

It was agreed that Councillor M Clifford investigate with Quercia the scope of their proposed financial support within the area and report back as soon as was practicable.

Cllr
M Clifford

It was noted that an information notice regarding the odours released from the land fill site be added to the parish newsletter.

7892 RESPONSE REGARDING POTHoles WITHIN THE PARISH

The Chairman informed the members that several residents had complained of the poor state of several roads within the parish. It was also noted that extra funding had been ringfenced for highway repairs by Lancashire County Council.

It was requested that the Clerk write to Lancashire County Council to report the pot holes on Lancaster Lane, Town Brow, in Clayton Brook and Clover Field.

Clerk

7893 UPDATE CLAYTON-LE-WOODS BOWLING GREEN ANNUAL REPAIRS

It was reported that the repair work was underway and that it was due to be completed in the next few days.

Clerk

7894 PLAY AND LEISURE COMMITTEE GOUGH LANE PLAY AREA UPDATE

Councillor C Bromilow reported on the progress of the work on site. It was noted that there had variations on the contract regarding some flooring and the perimeter fencing with a potential value of some £5,000.

After due consideration the members agreed that the work should be included in the fixed price as stated in the specification.

Cllr
C
Bromilow

It was also noted that the play area would be signed off after an independent inspection had been carried out.

It was indicated that the security fencing of the play area had been breached during the construction period. It was agreed that the contractor should be reminded of their responsibilities regarding the safety of the site.

Clerk

Councillor C Bromilow proposed that CCTV should be installed at the play area to secure the site. It was requested that Councillor Bromilow investigate the situation and report back in due course.

Cllr
C
Bromilow

7895 WHITTLE-LE-WOODS AND CLAYTON-LE-WOODS WAR MEMORIAL COMMITTEE ANNUAL GRANT REQUEST

The clerk reported that she had received the information that had been requested regarding the tarmacking invoice and accounts for the previous.

It was RESOLVED approve the annual grant request in the amount of £3,500.

7896 LAYING PATHS AT WHITTLE SPINNEY

Councillor M Clifford informed the members of the proposal to install a health walk at Whittle Spinney at a maximum cost of £7,343.85.

It was noted that one strip of land was owned by Chorley Council and the other strip was deemed Unadopted. The land specified would exclude the road of Birchin Lane.

It was RESOLVED that Councillor Clifford arrange for both pieces of land to be signed over to the parish council prior to approval being given to undertake the work on the pathways.

It was noted that one member voted against the proposal.

It was also agreed that any quotations would have to come directly from the individual contractors not via Chorley Council which was in the information provided.

Cllr M
Clifford

7897 INSTALLATION TO COMMEMORATE 100TH ANNIVERSARY OF THE END OF THE 1ST WORLD WAR

It was proposed that the parish purchase a six-foot-tall silhouette soldier to commemorate the end of the first world war at a cost of £750.00. Several different sites were proposed as the best spot to locate the silhouette.

It was then proposed that the parish council could purchase two silhouette soldiers at a cost of £1,500.00+VAT.

Following a discussion, it was RESOLVED that the parish council would purchase two silhouette soldiers at a cost of £1,500.00+VAT.

Clerk

7898 TO INFORM THE COUNCIL OF THE ENTRY TO NORTH WEST IN BLOOM

The members were informed that the parish would be entering the North West in Bloom Competition.

There was a discussion regarding the judging period during early July and it was planned to involve the schools as well as volunteers. Time credits would be available for the volunteers. It was hoped that wildflower meadows could be included in the overall planting in selected areas.

Cllr G
Ormston

7899 SPRING/SUMMER 2018 PARISH NEWSLETTER

The parish council were advised that the newsletter was due to be issued after the Easter break. The cost for publication was £1420 and £945 + VAT for the distribution.

It was RESOLVED that the parish newsletter be published and distributed for £1420 plus £945+VAT.

Clerk

7900 GRANT REQUESTS

There were two grant requests tabled for consideration.

1. Clayton Brook Scout Group (£705)
2. Clayton Green Scout Group (£1,100)

There was a discussion regarding the level of contribution that the parish council would make to each group.

It was RESOLVED that the following grants be approved

1. Clayton Brook Scout Group – 75% = £528.75
2. Clayton Green Scout Group – 75% = £825.00

It was requested that both groups be informed of the decision of the parish council. It was also agreed that the Finance Committee would discuss any cap that may be applied to individual grant applications.

Finance

7901 ANNUAL INCREASE OF THE LIVING WAGE FOR LENGTHSMEN

It was reported that the annual increase of the living wage for the Lengthsmen 2018/19 was from £7.50 to £7.83 per hour.

It was RESOLVED that the Lengthsmen would receive the increase from £7.50 to £7.83 per hour with effect from 1st April 2018.

Clerk

7902 PROPOSAL FOR THE PURCHASE OF A MOBILE PHONE FOR LONE WORKING

The proposal was tabled that the parish council provide the Project Officer with a mobile phone and SIM due to the requirement for lone working on site.

It was RESOLVED that the parish council would provide a mobile phone to a maximum of £350.00 and £80 per year on a SIM.

It was requested that the clerk and the Chairman make the necessary arrangements.

Chairman/
Clerk

7903 ACCOUNTS FOR PAYMENT

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

<u>Paym't</u>	<u>March 2018 Accounts: -</u>	<u>£</u>
<u>Method/</u>		
<u>Chq No.</u>		
N/A	Lengthsmen Salaries Paid by Standing Order	720.00
N/A	Employee (1) Salary Paid by Standing Order	1334.40
D/D	Employee (1) / Employer Pension Contribution (February 2018)	418.68
D/D	Easy Websites Ltd. Monthly Hosting, Parish email addresses, Support.	78.00

D/D	O2 Telefonica Monthly Fee for Parish Phone	23.40
D/D	BT Parish Office Phone and Broadband Fee	53.16
B/T	Chorley Business Centre Monthly Rental	390.00
B/T	Eon Christmas Tree Lighting Fee 2016/17	10.34
B/T	Office Stationery	58.91
0050	VOID	0.00
0052	HMRC Tax and NI Contributions February 2018	446.79
0053	RHS North West in Bloom. Competition Entry Fee	130.00
0054	Whittle-le-Woods and Clayton-le-Woods War Memorial Committee Annual Grant	3500.00
Total Expenditure with Late Accounts		£7,163.68

7904 PLANNING APPLICATIONS

It was RESOLVED that there would be no comment on the following applications:

Application no: [18/00175/MNMA](#)

Proposal: Minor Non Material Amendment to planning approval 17/01127/FULHH (Two storey rear extension, two storey side extension and dropped kerb to highway) involving a change to window arrangement to west elevation, including addition of roof light

Location: 34 Lancaster Lane Clayton-Le-Woods Leyland PR25 5SN

Application no: [18/00211/FULHH](#)

Proposal: Part two storey and part first floor front extension.

Location: 6 Stoney Holt Clayton-Le-Woods Leyland PR25 5US

Application no: [18/00134/FULHH](#)

Proposal: Garage conversion to living accommodation

Location: 45 Ashdown Drive Clayton-Le-Woods Chorley PR6 7SQ

Application no: [18/00159/FULHH](#)

Proposal: Erection of two storey side extension

Location: 18 Clover Field Clayton-Le-Woods Chorley PR6 7RP

Application no: [18/00150/FULHH](#)

Proposal: Single storey rear, single storey side, and first floor rear extensions

Location: 14 Camellia Drive Clayton-Le-Woods Leyland PR25 5RW

Application no: [18/00181/FULHH](#)

Proposal: Single storey rear/side extension

Location: 28 Clover Field Clayton-Le-Woods Chorley PR6 7RR

Application no: [18/00199/CLPUD](#)

Proposal: Application for a certificate of lawfulness for the conversion of a garage.

Location: 98 Lancaster Lane Clayton-Le-Woods Leyland PR25 5SP

It was RESOLVED to make the following comment: That the parking facilities are not deemed adequate for a vendor of food.

Application no: [18/00228/FUL](#)

Proposal: Change of use from retail shop (Use Class A1) to hot food takeaway (Use Class A5).

Location: The Deli Hut 327 Preston Road Clayton-Le-Woods Chorley PR6 7PY

The members wished to thank Councillors G Charlesworth and A Whitham for all their hard work in reviewing each application in detail.

7905 CORRESPONDENCE

There were no items of correspondence.

7906 DATE OF NEXT ANNUAL PARISH MEETING AND ORDINARY PARISH MEETING

It was proposed that the Annual Parish Council meeting be held on Monday 16th April 2018 at the Manor Road School Annexe prior to the ordinary parish council meeting.

It was RESOLVED that the annual Parish Council meeting is to be held on Monday 16th April 2018 at 7.00pm at the Manor Road School Annexe.

It was RESOLVED that the next ordinary Parish Council meeting is to be held on Monday 16th April 2018 at 7.30pm at the Manor Road School Annexe.