

**CLAYTON-LE-WOODS PARISH COUNCIL**

**MINUTES OF THE ORDINARY MEETING  
HELD ON MONDAY 21<sup>st</sup> JUNE 2021 AT 7.30PM  
AT CLAYTON BOOK VILLAGE HALL**

**PRESENT:** Councillor Mr P Gabbott (Chairman)  
Councillor Mrs C Billouin  
Councillor Ms C Bromilow  
Councillor Mr M Clifford  
Councillor Ms J Cronshaw  
Councillor Mrs G Charlesworth  
Councillor Mr D Clough  
Councillor Mrs S Edwards-Williams  
Councillor Ms L Farnworth  
Councillor Mr S Maddock  
Councillor Mrs G Ormston (11)

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

**8336 APOLOGIES**

Apologies were received and accepted for Cllrs Mr R Francis, Mrs D Dowrick and Mr D Rogerson. It was agreed that the Clerk send a card to Cllr Mr D Rogerson who was recovering from illness.(3)

It was noted that Mr Sam Lowe sent his apologies for this meeting and was due to attend his first meeting in July 2021.

**8337 DECLARATION OF INTEREST**

Councillor P Gabbott declared an interest as a sitting Chorley Councillor on the Planning Committee. Councillors C Bromilow and M Clifford declared an interest as a Trustees of Cuerden Valley Trust. Cllr M Clifford as Lancashire County Councillor re: Grant Application item 8342. Cllr M Clifford re: Planning Application item 8344.7 and 8344.8.

**8338 PUBLIC PARTICIPATION**

There was no public participation at this meeting.

**8339 MINUTES OF ORDINARY PARISH COUNCIL MEETING HELD ON MONDAY 17<sup>th</sup> MAY 2021**

It was RESOLVED that the minutes of the ordinary parish meeting held

**ACTION**

**Clerk**

**Chairman's Signature**.....



CLW PARISH COUNCIL MINUTES

on Monday 17<sup>th</sup> May 2021 were deemed correct and were duly signed by the Chairman.

**8340 MATTERS ARISING**

The Clerks report which had been distributed prior to the meeting was received and noted.

**8341 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2020/21 (AGAR)**

**1.Internal Audit**

The Members received and accepted the Internal Auditors Report. The action points will be implemented as advised.

FSB/Clerk

**2.Section 1 – Annual Governance Statement**

The declaration was considered and approved. It was RESOLVED to sign off the Declaration.

This was duly signed by the Chairman and Clerk.

**3.Section 2 – The Accounting Statement**

The Accounting Statements were considered and approved. It was RESOLVED to sign off the Accountancy Statement.

This was duly signed by the Chairman.

It was requested that the Clerk submit the completed AGAR and associated paperwork to the external auditor and plan for the provision of the exercise of public rights.

Clerk

**8342 REQUESTS FOR GRANT FUNDING**

**1. Whittle and Clayton-le-Woods Cricket Club Side Screens**

After due consideration it was RESOLVED to donate the sum of £1000.00 towards the provision of side screens for the cricket club.

It was requested that the Clerk arrange for payment to be made as soon as was practicable.

Clerk

Chairman’s Signature.....



**2. Bowland Pennine Rescue Team**

After due consideration it was RESOLVED to donate the sum of £200.00 towards the work of the Bowland Pennine Rescue Team.

It was requested that the Clerk arrange for payment to be made as soon as was practicable.

Clerk

**TO APPOINT MEMBERS TO THE CIL WORKING GROUP (3)**

The following Members were appointed to the CIL Working Group:

Councillors C Bromilow, M Clifford, L Farnworth and D Clough as reserve.

The Working Group would meet shortly for the half yearly evaluations.

**PURCHASE OF LITTER PICKING EQUIPMENT**

After due consideration it was RESOLVED to purchase a full set of litter picking equipment in the amount of £620.00.

It was requested that the Clerk purchase the equipment at the earliest opportunity.

Clerk

**SITING OF 'SILENT SOLDIER' AT BANKSIDE**

It was proposed that the 'Silent Soldier' be placed at Bankside inside the flowerbed.

It was RESOLVED that the second 'Silent Soldier be placed at Bankside at a cost of around £250.00.

Chairman's Signature.....



CLW PARISH COUNCIL MINUTES

**8343 ACCOUNTS FOR PAYMENT**

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

**1. Payments June 2021**

**PAYMENTS LIST**

Voucher	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
53	Yorkshire Bank	B/T	Food Parcel	Morrisons	X	30.00	0.00	30.00
54	Yorkshire Bank	B/T	Food Parcel	Morrisons	X	30.00	0.00	30.00
55	Yorkshire Bank	D/D	Rent/Room Hire	Chorley Business and T	S	337.00	67.40	404.40
56	Natwest Bank	D/D	Website/Email Managem	Easy Websites	S	73.00	14.60	87.60
57	Natwest Bank	S/O	Salary	Lengthsmen JI	E	106.92	0.00	106.92
58	Natwest Bank	S/O	Salary	Lengthsmen DH	E	178.20	0.00	178.20
59	Natwest Bank	S/O	Salary	Lengthsmen DM	E	213.84	0.00	213.84
60	Yorkshire Bank	S/O	Salary	Employee 01	E	1,556.15	0.00	1,556.15
61	Natwest Bank	D/D	Pension	LCC Pension Employee	E	577.36	0.00	577.36
62	Natwest Bank	D/D	Phones/Broadband	O2	S	12.47	2.49	14.96
63	Yorkshire Bank	S/O	Salary	Lengthsmen ME	E	285.12	0.00	285.12
64	Yorkshire Bank	S/O	Rent/Room Hire	Chorley Self Storage Lt	S	73.33	14.67	88.00
65	Yorkshire Bank	S/O	Salary	Employee 02	E	737.55	0.00	737.55
66	Yorkshire Bank	D/D	Phones/Broadband	Three Business Service	S	7.50	1.50	9.00
67	Yorkshire Bank	B/T	Grass Cutting/Open Spa	Envirocare Maintenan	S	628.01	125.60	753.61
68	Yorkshire Bank	D/D	Phones/Broadband	BT	S	49.59	9.92	59.51
69	Yorkshire Bank	B/T	CLWBG Monthly Rent	MRE Belbroughton Ltd	X	49.00	0.00	49.00
70	Yorkshire Bank	B/T	Steel Fencing Pins	Amazon	S	20.82	4.17	24.99
71	Yorkshire Bank	B/T	Internal Auditor Fee	APIA	X	150.00	0.00	150.00
72	Yorkshire Bank	B/T	Scarecrow Festival	Poppy Signs Ltd	S	207.36	41.47	248.83
73	Yorkshire Bank	B/T	HMRC NI/Tax	HMRC	X	1,809.71	0.00	1,809.71
74	Yorkshire Bank	B/T	Food Parcel	Morrisons	X	30.00	0.00	30.00
75	Yorkshire Bank	B/T	Food Parcel	Morrisons	X	30.00	0.00	30.00
76	Yorkshire Bank	B/T	Food Parcel	Morrisons	X	30.00	0.00	30.00
77	Yorkshire Bank	B/T	Food Parcel	Morrisons	X	30.00	0.00	30.00
79	Yorkshire Bank	B/T	Noticeboard Renovation	The Parish Notice Boar	S	10.00	2.00	12.00
80	Yorkshire Bank	B/T	Office Supplies	Post Office	E	10.20	0.00	10.20
81	Yorkshire Bank	B/T	Office Supplies	Ryman Ltd	S	12.88	2.58	15.46
82	Yorkshire Bank	B/T	Noticeboard Renovation	Poppy Signs Ltd	S	200.00	40.00	240.00
83	Yorkshire Bank	B/T	Office Supplies	Open Office Supplies	X	25.00	0.00	25.00
84	Yorkshire Bank	B/T	Office Supplies	Amazon	S	17.48	3.50	20.98
<b>Total</b>						<b>7,528.49</b>	<b>329.90</b>	<b>7,858.39</b>

The following Receipts were received and noted:

**2. Receipts as of 30 May 2021**

Voucher	Date	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
6	31/05/2021	B/T	Bank Interest	Natwest Bank	X	0.38	0.00	0.38
7	17/05/2021	B/T	ICT	Microsoft	E	11.28	0.00	11.28
<b>Total</b>						<b>11.66</b>	<b>0.00</b>	<b>11.66</b>

**3. Bank Reconciliation/Balances on 31<sup>st</sup> May 2021**

The Balances and Reconciliations as provided in the report were received and noted.

Chairman's Signature.....



## 8344 PLANNING APPLICATIONS

It was RESOLVED to make no comment on the following applications:

1.Application no: 21/00604/PDE

Proposal: Notification of a proposed single storey rear extension measuring 5.23m depth, with eaves height of 2.62m, and a maximum height of 3m  
Location: 27 Lancaster Lane, Clayton-le-Woods, Leyland, PR25 5SN

2.Application no: 21/00555/CLPUD

Proposal: Application for a certificate of lawfulness for a proposed use as a dwelling house (C3) for the occupation of up to 3 young persons  
Location: 84 Dallington Avenue, Clayton-le-Woods, Leyland, PR25 5AG

3.Application no: 21/00557/PIP

Proposal: Permission in principle application for the erection of up to two dwellings  
Location: Land Opposite Hampton Grove Wigan Road Clayton-le-Woods

4.Application no: 21/00626/CLEUD

Proposal: Application for a certificate of lawfulness for an existing wooden pergola  
Location: 18 Cam Wood Fold, Clayton-Le-Woods, Chorley, PR6 7SD

5.Application no: 21/00654/CLPUD

Proposal: Application for a certificate of lawfulness for a proposed single storey rear extension (following demolition of existing conservatory)  
Location: 4 Swallow Court, Clayton-Le-Woods, Chorley, PR6 7NZ

7.Application no: 21/00595/ADV

Proposal: Application for advertisement consent for the display of 3no. internally illuminated fascia signs, 4no. non-illuminated panel signs and 1no. window vinyl display  
Location: Asda Superstore, Clayton Green Centre, Centre Drive, Clayton-Le-Woods, Chorley, PR6 7JY

8.Application no: 21/00594/FUL

Proposal: Erection of a detached retail unit to the front of the existing retail store  
Location: Asda Superstore, Clayton Green Centre, Centre Drive, Clayton-Le-Woods, Chorley, PR6 7JY

9.Application no: 21/00634/NOT

Proposal: Notification of intention to install 1no. 9m telecommunications pole for the provision of fixed line broadband apparatus  
Location: 51 Harrock Road, Clayton-Le-Woods, Leyland, PR25 5TX

Chairman's Signature.....



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10.Application no: 21/00633/NOT

Proposal: Notification of intention to install 1no. 9m telecommunications pole for the provision of fixed line broadband apparatus

Location: Opposite 114 Hunters Road, Clayton-Le-Woods, Leyland, PR25 5TT

11.Application no.21/00623/FULHH

Proposal: Single storey rear extension (following demolition of existing conservatory)

Location: 506 Preston Road Clayton-Le-Woods Chorley PR6 7JB

## 8345 REPORTS

### 1. Newsletter Summer 2021 Update

Each of the Members were provided with a spare copy. The Parish Council agreed that there had been a speedy and thorough delivery of the newsletter to the whole Parish.

### 2. Scarecrow Festival 2021 Update (Report Attached)

The Councillors noted the updated report and the take up had already begun. It was reported that the recording of the radio interview by Cllr C Bromilow was available on the Clayton-le-Woods Facebook page.

### 3. Arson Attack Cunnery Meadow Play Area

The Clerk informed the Members on the play area at Cunnery Meadow. The Council was fully insured and the site was being made safe and patrolled by Cllr S Maddock. It was planned that the flooring and slide would be replaced along side the installation of CCTV.

### 4. Graffiti Gough Lane Play Area

It was stated that graffiti had been reported at Gough Lane play area. This had been cleaned off by Chorley Council. Anti-social behaviour had also been reported and it was noted that Chorley Council were planning to install CCTV in the recreational area as part of their next project.

### 5. Report from Environment Committee Meeting dated 1<sup>st</sup> June 2021 (Minutes Attached)

The minutes were noted and all recommendations had been decided.

## 8346 CORRESPONDENCE

### 1.Resident with Neighbour Concerns (Kellet Ave)

Cllr M Clifford read excerpts from the report by Chorley Council outlining the current position.

Chairman's Signature.....



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It was agreed that the Clerk write to the resident and signpost him to the relevant agencies as the Parish Council have no legal powers regarding this issue.

Clerk

**2. Resident with Lido Request**

It was noted that a resident was interested in the provision of a local lido. After due discussion it was requested that this email be forwarded to Gary Hall at Chorley Council for his consideration alongside the query being raised by the Parish Council.

Clerk

**3. Tree Maintenance Clayton Brook**

Councillor C Bromilow raised the issue of seeming lack of tree management within the Clayton Brook area. The Chairman responded that he would look into the issue as Clayton Brook fell into his Borough Ward.

Chairman

**8347 DATE OF NEXT ORDINARY PARISH MEETING**

It was RESOLVED that the next ordinary Parish Council meeting is to be held on Monday 19<sup>th</sup> July 2021 at 7.30pm at Clayton Brook Village Hall.

Chairman's Signature.....