

CLAYTON-LE-WOODS PARISH COUNCIL

**MINUTES OF THE ORDINARY PARISH MEETING
HELD ON MONDAY 16th JANUARY 2023 7.30PM
AT THE PARISH COUNCIL COMMUNITY MEETING ROOMS/OFFICE**

PRESENT: Councillor Mr P Gabbott (Chairman)
Councillor Mrs C Billouin
Councillor Mrs G Charlesworth
Councillor Mr D Clough
Councillor S Edwards-Williams
Councillor L Farnworth
Councillor Ms J Cronshaw
Councillor Mr S Lowe
Councillor Mr S Maddock
Councillor G Ormston
Councillor Mr D Rogerson
Councillor Mr N Whitham (12)

In Attendance: Mrs TD Morris (Clerk)

ACTION

WELCOME

All the participants were welcomed to the meeting.

8596 APOLOGIES

Apologies were received and accepted for Councillor D Dowrick, , and Councillor Mr M Clifford(2)

Councillor N Whitham had informed the Clerk that he would be arriving late due to having to attend a meeting at Chorley Town Hall.

8597 DECLARATION OF INTEREST

Cllr Whitham declared an interest in the planning report as a Member of the Planning Committee at Chorley Council.

8598 RESIGNATION OF COUNCILLOR MS C BROMILOW

The Chairman confirmed that he had accepted the resignation and had written a letter of thanks on behalf of the Parish Council.

The Clerk would check that the resignation had been forwarded to the Elections Office. She would gain advice as to what the procedures would be so close to the Parish Election and act as necessary.

Clerk

Chairman's Signature.....



CLW PARISH COUNCIL MINUTES

The Members wished to know about procedures and the paperwork for the Parish Elections. The Clerk and the Chairman would be working together to gather the necessary information.

Chairman/
Clerk

8599 MINUTES OF ORDINARY PARISH COUNCIL MEETING HELD ON MONDAY 21st NOVEMBER 2022

It was RESOLVED that the minutes of the Ordinary Parish Meeting held on Monday 21st November 2022 were deemed correct and were duly signed by the Chairman.

8600 MATTERS ARISING (CLERKS REPORT)

The Clerk stated that she would be looking to investigate the working arrangements of the Lengthsmen once she had settled back into her duties.

8601 FINANCE COMMITTEE MEETING HELD ON 9TH JANUARY 2023

1.Recommendation to Set Precept for 2023/24 at £30.00 Based on a Band D Property.

The detailed budget projected banding and Income and Expenditure Statement was circulated prior to the meeting.

Councillor D Clough reported on the Finance meeting and stated that the budget had been scrutinised and explained the reasoning behind an increase in the precept from £25.00 to £30.00 on a Band D Property.

Councillor D Clough proposed to set Precept for 2023/24 at £30.00 based on a Band D Property.

A vote was taken and it was RESOLVED unanimously that the Precept be based on a Band D property of £30.00 for 2023/24.

The Clerk would make the necessary arrangements to inform Chorley Council of the Precept request.

Clerk

The bands are as follows:

Council Tax Band	Precept Amount 2023/24

Chairman’s Signature.....



CLW PARISH COUNCIL MINUTES

Band A	£20.00
Band B	£23.33
Band C	£26.67
Band D	£30.00
Band E	£36.67
Band F	£43.33
Band G	£50.00
Band H	£60.00

2. Cost Of Living Pay Award for Office Staff

It was RESOLVED that the cost of living increase be paid with back pay of £1,912.20

Clerk

8602 REPORTS

1.Environment Committee held on Wednesday 4th January 2023

The Members accepted and noted the Minutes of the Environment Committee.

1.1 Approval of Defib Unit Co-op Wigan Road £1,424.00 + VAT

It was RESOLVED to approve the installation of a Defibrillator at the cost of £1,424.00 +VAT

1.2 Management Agreement the Lancashire Wildlife Trust (LWLT)

It was noted that the LWLT had sent through some proposals for amendments to the management Agreement as regards cost inflation and the replacement arrangement for key members of staff.

It was agreed that the Clerk contact the solicitors and have the amendments evaluated.

Clerk

2.Communications Committee Meeting held on Thursday 5th January 2023

Councillor L Farnworth reported on the meeting and there was a discussion regarding the newsletter provision over the coming months and the extra funding that was required.

It was debated as to having extra newsletters circulated that were more

Chairman’s Signature.....



focused on the history of the Parish and the projects that had been undertaken. This would be explored during the coming year if staff time allowed.

8603 APPROVAL FOR THE INSTALLATION OF A DEFIBRILLATOR

The replacement play equipment was approved at a cost of £495.13 + VAT

It was requested that the installation would go ahead as soon as was practicable.

AA

8604 CHAIRMANS ALLOWANCE 6 MONTHS

The Chairman’s Allowance of £250.00 was approved for 6 months between May 2022 and October 2022.

It was requested that the Clerk arrange for payment as soon as possible.

Clerk

8605 UPDATES

1.Christmas Light Switch On

Councillor S Edwards-Williams reported on the Switch on Event. It was very well attended and Councillor S Edwards-Williams wished to thank all the Members and their partners who volunteered at the event. There would be a review of event and proposals or improvements in due course.

2.OAP Meals at the Ley Inn

Councillors Gabbott, Edwards-Williams, Maddock and the Administrative Assistant attended the two days of the OAP Christmas lunch. It was very well attended the residents enjoyed the event. There was a note of thanks for Manor Road and Clayton-le-Woods CE Primary for providing choir for both days.

Chairman’s Signature.....



CLW PARISH COUNCIL MINUTES

8606 ACCOUNTS FOR PAYMENT

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

1. Payments December 2022

Voucher	Date	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
250	05/12/2022	Virgin Money		Sundries	Starboard Systems Ltd	S	520.00	104.00	624.00
251	05/12/2022	Virgin Money	B/T	Office Cleaning	Diamond Domestic	S	32.00	6.40	38.40
251	05/12/2022	Virgin Money	B/T	Office Cleaning	Diamond Domestic	S	32.00	6.40	38.40
251	05/12/2022	Virgin Money	B/T	Office Cleaning	Diamond Domestic	S	32.00	6.40	38.40
253	05/12/2022	Virgin Money		Lengthsmen Equipment	Aspl Safety	S	25.58	5.11	30.69
256	01/12/2022	Virgin Money		Office Supplies	Post Office	Z	5.44		5.44
258	06/12/2022	Virgin Money	B/T	Subscription	SLCC	Z	236.00		236.00
259	06/12/2022	Virgin Money		Grant for Flight Simulato	92 (Chorley) Squadron	Z	1,000.00		1,000.00
260	13/12/2022	Virgin Money		New Office	Extinguisher Hire Ltd	S	160.00	32.00	192.00
260	13/12/2022	Virgin Money		New Office	Extinguisher Hire Ltd	S	32.00	6.40	38.40
260	13/12/2022	Virgin Money		New Office	Extinguisher Hire Ltd	S	13.00	2.60	15.60
261	13/12/2022	Virgin Money		Fire Risk Assessment	Extinguisher Hire Ltd	S	300.00	60.00	360.00
262	13/12/2022	Virgin Money		Utility Bill	NPower	L	291.72	14.59	306.31
263	13/12/2022	Virgin Money		OAP Christmas Meal	The Ley Inn (Cuerden)	Z	1,100.00		1,100.00
264	13/12/2022	Virgin Money	B/T	Play Area General Repai	Wicksteed	S	495.13	99.03	594.16
265	13/12/2022	Virgin Money		Grass Cutting/Open Spa	Envirocare Maintenanc	S	120.00	24.00	144.00
266	15/12/2022	Virgin Money		Salary	Employee 01	E	1,643.60		1,643.60
269	15/12/2022	Virgin Money		Salary	Employee 02	E	960.79		960.79
273	20/12/2022	Virgin Money	B/T	Counselling Service	Sarah Tinsley (Contra	E	150.00		150.00
274	21/12/2022	Virgin Money		Office Supplies	British Design Homewa	Z	3.65		3.65
275	04/12/2022	Virgin Money	B/T	Phones/Broadband	O2	S	27.92	5.58	33.50
276	21/12/2022	Virgin Money	B/T	Utility Bill	NPower	L	299.65	14.98	314.63
277	21/12/2022	Virgin Money	B/T	Grass Cutting/Open Spa	Envirocare Maintenanc	S	690.81	138.16	828.97
279	02/12/2022	Virgin Money		Office Supplies	Post Office	Z	5.44		5.44
306	19/12/2022	Natwest Bank	D/D	Website/Email Managem	Easy Websites	S	81.00	16.20	97.20
307	19/12/2022	Natwest Bank	S/O	Salary	Lengthsmen JI	E	114.00		114.00
308	19/12/2022	Natwest Bank	S/O	Salary	Lengthsmen DH	E	190.00		190.00
309	19/12/2022	Natwest Bank	S/O	Salary	Lengthsmen DM	E	228.00		228.00
310	19/12/2022	Virgin Money	S/O	Salary	Lengthsmen ME	E	304.00		304.00
311	19/12/2022	Virgin Money	S/O	Salary	Lengthsmen CD	X	76.00		76.00
Total							9,169.73	541.85	9,711.58

Chairman's Signature.....



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2. Payments January 2023

Voucher	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
285	Virgin Money		Utility Bill	Eon	S	2,659.80	531.96	3,191.76
286	Natwest Bank	D/D	Website/Email Managerr	Easy Websites	S	81.00	16.20	97.20
287	Natwest Bank	S/O	Salary	Lengthsmen JI	E	114.00		114.00
288	Natwest Bank	S/O	Salary	Lengthsmen DH	E	190.00		190.00
289	Natwest Bank	S/O	Salary	Lengthsmen DM	E	228.00		228.00
290	Virgin Money	S/O	Salary	Employee 01	E	2,433.34		2,433.34
291	Natwest Bank	D/D	Pension	LCC Pension Employee	E	587.46		587.46
292	Natwest Bank	D/D	Phones/Broadband	O2	S	32.42	6.48	38.90
293	Virgin Money	S/O	Salary	Lengthsmen ME	E	304.00		304.00
294	Virgin Money	S/O	Rent/Room Hire	Chorley Self Storage Lt	S	73.33	14.67	88.00
295	Virgin Money	S/O	Salary	Employee 02	E	1,661.92		1,661.92
296	Virgin Money	D/D	Phones/Broadband	Three Business Service	S	7.50	1.50	9.00
297	Virgin Money	B/T	Grass Cutting/Open Spa	Envirocare Maintenanc	S	690.81	138.16	828.97
298	Virgin Money	D/D	Phones/Broadband	BT	S	49.59	9.92	59.51
299	Virgin Money	S/O	Salary	Lengthsmen CD	X	76.00		76.00
300	Virgin Money	B/T	CLWBG Monthly Rent	MRE Belbroughton Ltd	X	49.00		49.00
301	Virgin Money		Chairman's Expenses	Cllr P Gabbott	Z	250.00		250.00
302	Virgin Money		Office Cleaning	Diamond Domestic	S	32.00	6.40	38.40
303	Virgin Money		Christmas Light Switch o	The Lord Nelson Public	Z	500.00		500.00
304	Virgin Money		Utility Bill	NPower	L	325.21	16.26	341.47
305	Virgin Money		Non Domestic Rates	Chorley Council	Z	259.00		259.00
Total						10,604.38	741.55	11,345.93

The following receipts were noted:

3. Receipts December / January 2023

4.

Voucher	Bank	Description	Supplier	VAT Type	Net	VAT	Total
73	Virgin Money	Newsletter	Solace Foot Health & R	Z	25.00		25.00
74	Virgin Money	Advert	Independent Living	Z	25.00		25.00
75	Virgin Money	Litter Picking	Places for People	S	23.74	4.75	28.49
75	Virgin Money	Litter Picking	Places for People	S	45.60	9.12	54.72
76	Virgin Money	Christmas Light Switch o	Neales Waste manager	Z	500.00		500.00
Total					619.34	13.87	633.21

Councillor N Whitham entered the meeting at 8.05pm

8607 PLANNING APPLICATIONS

It was RESOLVED to make no comment unless stated under the individual planning application.

1.Application no: 22/01221/DIS Case Officer: Mr Iain Crossland - 01257 515903 Ward: Clayton West And Cuerden Proposal: Application to discharge conditions 8 (boundary details) attached to planning permission ref: 20/00377/FULMAJ

Chairman's Signature.....



CLW PARISH COUNCIL MINUTES

(Erection of 115 dwellings with associated parking, landscaping, drainage, pump station, layout of roads and footways and other associated works) Location: Land Adjoining Cuerden Residential Park, Nell Lane, Cuerden

2.Application no: 22/01198/FUL Case Officer: Chris Smith - 01257 515223 Ward: Clayton East, Brindle And Hoghton Proposal: Erection of 2no. detached dwellings and formation of associated driveway (following demolition of detached garage) Location: Welfield, Gough Lane, Bamber Bridge, Preston, PR5 6AQ

It was requested that the Clerk inform the planning office to object on the grounds of over development and to consider one house rather than two dwellings.

Clerk

3. Proposal: Single storey side and rear extension Location: 26 Hampson Avenue Clayton-Le-Woods Leyland PR25 5TH Reference: 22/01278/FULHH

4.Application no: 22/01295/PDE Case Officer: Simon Lems Ward: Clayton East, Brindle And Hoghton Proposal: Notification of a proposed single storey rear extension (conservatory) measuring 4m in depth, with eaves height of 2.25m, and a maximum height of 3.245m Location: 9 Oak Vale Drive, Clayton-Le-Woods, Chorley, PR6 7YF

5.Application no.22/01206 Proposal Single storey extension to the front, partially square off / add a rectangular extension to the existing roof over the new area of the property, insertion of new UPVC windows, one UPVC to the new front extension and addition of small UPVC window to existing side wall with grey finish. Location 65 Manor Road Clayton-le-Woods, Chorley PR6 7JR.

6.Application no.23/00019/CLPUD Proposal: Single storey rear extension Location: 27 Kellet Avenue Clayton-Le-Woods Leyland PR25 5TE

7.Application no. 23/00007/TPO Case Officer Bill Whisker - 01257 515642 Proposal: Application for works to protected trees - Chorley BC TPO 2 (Clayton-le-Woods) 1994: G1 Approx 6 Ash trees - Remove due to severity of Ash Die Back. Location: 9 Mallards Walk Bamber Bridge Preston PR5 6AY

8.Application no. 23/00006/TPO Case Officer Bill Whisker - 01257 515642 Ward Clayton West And Cuerden Proposal: Application for works to protected trees - Chorley BC TPO 6 (Clayton-le-Woods) 2007: T1 Beech - reduce by 2 metres and 10% crown thin; T2 Lime - Reduce canopy away from neighbouring property by up to 2 metres back to property boundary or suitable growth point or branch junctures, reduce upper canopy 2 metres and thin canopy up to 30%. Location: 8 Grange Close Clayton-Le-Woods Leyland PR25 5SJ

9.Application no. 23/00026/CLPUD Case Officer Simon Lems Ward Clayton West And Cuerden Proposal: Single storey rear extension Location: 8 Beech Gardens Clayton-Le-Woods Chorley PR6 7UN

Chairman's Signature.....



CLW PARISH COUNCIL MINUTES

10. Application no. 22/01312/FULHH Case Officer Chris Smith - 01257 515223
Ward Clayton East, Brindle And Hoghton
Proposal: Erection of a detached outbuilding/garden room and boundary fence (retrospective)
Location: 6 Reedfield Bamber Bridge Preston PR5 8HT

11. Application no. 22/01320/FUL Case Officer Mr Iain Crossland - 01257 515903
Ward Clayton East, Brindle And Hoghton
Proposal: Erection of 3no. residential dwellings following demolition of existing buildings
Location: Land Adjacent To 715 Preston Road Preston Road Clayton-Le-Woods

12. Application no. 23/00022/MNMA_ Case Officer Chris Smith - 01257 515223
Ward Clayton West And Cuerden
Proposal: Minor non-material amendment to planning permission ref: 22/00244/FULHH (Single storey side/rear extension, 2no. front roof dormer extensions and 1no. rear roof dormer extension to facilitate provision of first floor living accommodation, rear balcony and demolition of a detached garage) involving roof and window alterations
Location: 2 Levens Drive Clayton-Le-Woods Leyland PR25 5SS

It was requested that the Clerk check that the details were now on the portal for review.

Clerk

8608 CORRESPONDENCE

Local Plan Preferred Options Consultation (Details Sent to Members)

This was noted by the Members.

LCC Planning Consultation on Cuerden Strategic Site

There was a discussion regarding the history of the site and the possible issues that may arise due to the development. The Chairman proposed that each individual Councillor could leave comments or pass the comments onto the Clerk or the Chairman to submit before 10th February 2023.

Clerk/
Chairman

8609 DATE OF NEXT MEETING

The next full parish council meeting is proposed to be held on Monday 20th February 2023 at 7.30pm at the Parish Council Community Meeting Room 239A Preston Road, Clayton-le-Woods, Chorley PR6 7PY.

Complaints Policy Working Group 18th January 2023 at 7pm at Lord Nelson

Finance Committee date to be arranged.

Chairman's Signature.....