

CLAYTON-LE-WOODS PARISH COUNCIL

**MINUTES OF THE ORDINARY PARISH MEETING
HELD ON MONDAY 20th MAY 2024 7.30PM
AT THE PARISH COUNCIL COMMUNITY MEETING ROOM/OFFICE
AT 239A PRESTON ROAD, CLAYTON-LE-WOODS, CHORLEY**

PRESENT: Councillor Mr P Gabbott (Chairman)
Councillor Mr D Clough
Councillor Mr A Halliday
Councillor Mr S Maddock
Councillor Mrs G Ormston
Councillor Mrs B Ward-Smith
Councillor Mrs K Wardle
Councillor Mr N Whitham
Councillor Mrs A Willis (9)

In Attendance: Mrs TD Morris (Clerk/Responsible Financial Officer)

Members of the Public: None

8804 WELCOME

The Chairman welcomed all participants to the meeting.

8805 APOLOGIES

Apologies were received and accepted from Councillor Mr M Clifford, Councillor Mr D Shannon and Councillor Mrs D Dowrick (3).

8806 DECLARATION OF INTEREST

Councillor Mr N Whitham Chorley Councillor Member of the Planning Committee. Councillor Mr P Gabbott on item 8812 - Charman's Allowance.

8807 PUBLIC PARTICIPATION

There was no public participation as Mr B Foote (Chairman - Clayton-le-Woods Crown Green Bowling Club) withdrew his request to speak prior to the meeting.

8808 TO APPROVE THE MINUTES OF THE ANNUAL PARISH MEETING HELD ON 15TH APRIL 2024

It was RESOLVED to approve the minutes of the Annual Parish Meeting held on Monday 15th April 2024 which was duly signed by the Chairman. (One abstention)

ACTION

Chairman's Signature.....



8809 TO APPROVE THE MINUTES OF THE ORDINARY MEETING HELD ON MONDAY 15th April 2024

It was RESOLVED to approve the minutes of the Ordinary Meeting held on Monday 15th April 2024 which was duly signed by the Chairman. (One Abstention)

8810 MATTERS ARISING (CLERK’S REPORT)

The Clerks report which had been distributed prior to the meeting was received with thanks.

1.Request to Borrow Potable PA System (War memorial Committee)

The Clerk indicated that the WMC wished to borrow the portable PA for the D-Day 80th Commemorative Service. This was approved as long as the Clerk checked that the public liability insurance was in place.

CLERK

2. Planning Application 24/00248/FUL McDonalds Development

It was clarified that the PC could have a representative to speak for 3 minutes to the application or express an interest in writing. If no-one was able to speak on behalf of the Parish Council the original conditional objections would stand.

CLERK

8811 REPORTS

1.Report on War Memorial Committee Meeting held on Wednesday 8th May 2024 (Annual Precept Request 2024/25 £4250)

The Clerk gave a detailed verbal report and stated that a full set of minutes were to follow. The main request was for the annual precept/grant for 2024/25 as agreed in the budget of some £4250.

It was RESOLVED to pay the War Memorial Committee precept/grant £4250 for the year 2024/25. (3 Abstentions)

It was requested that the Clerk pay the grant/precept as soon as practicable.

CLERK

Chairman’s Signature.....



2. Summer Fair Working Group Report from Meeting held on Wednesday 15th May 2024

It was reported that there was a very productive meeting where the budget update, traders and acts were scrutinised. It was noted that with LG's sickness/absence that volunteers were needed more than ever.

The Clerk informed the Members that she would be drawing up daily rotas and asking all the Members to find some time to give to the event.

There would be a pre-event meeting in the week prior to the Summer Fair and all members are welcome to attend.

**MC/
CLERK**

8812 TO APPROVE THE CHAIRMAN'S ALLOWANCE 6 MONTHS (DEC – MAY 2024)

It was RESOLVED to pay Councillor Mr P Gabbott 6 months Chairmans allowance in the sum of £250.00.

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

Chairman's Signature.....



CLW PARISH COUNCIL MINUTES

8813 ACCOUNTS FOR PAYMENT

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

1. Payments April/May 2024

Voucher	Code	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	
21	Summer Fair	Virgin Money	Summer Fair	Amazon	S	28.20	5.64	33.84	
19	NALC/SLCC	Virgin Money	Annual Membership	NALC/LALC	Z	1,452.05		1,452.05	
38	Bowling Green General Repairs	Virgin Money	CLW Bowling Green Maint	Kevin Bond	Z	118.33		118.33	
40	Sundries	Virgin Money	Sundries	Centurion Gallery	S	294.02	58.80	352.82	
41	Office Rental	Virgin Money	Annual Gas Check	Lancashire Gas Service	S	234.00	46.80	280.80	
43	Summer Fair	Virgin Money	Reimbursement	Amazon (1)	S	16.65	3.33	19.98	
39	Summer Fair	Virgin Money	Sundries	Argos Ltd	Z	15.98		15.98	
23	Bowling Green General Repairs	Virgin Money	CLW Bowling Green Maint	East Riding Turf Care	S	91.19	18.24	109.43	
27	ICT	Natwest Bank	D/D	Website/Email Managemer	Easy Websites	S	66.00	13.20	79.20
24	Utility Bills	Virgin Money	Utility Bill	Water Plus	S	6.70	1.34	8.04	
30	Phone	Natwest Bank	D/D	Phones/Broadband	O2	36.36	7.27	43.63	
34	Phone	Virgin Money	D/D	Phones/Broadband	Three Business Service	S	7.50	1.50	9.00
35	Phone	Virgin Money	D/D	Phones/Broadband	BT	49.59	9.92	59.51	
32	Office Rental	Virgin Money	S/O	Rent/Room Hire	Chorley Self Storage Lt	S	76.67	15.33	92.00
37	Bowling Green Lease	Virgin Money	B/T	CLWBG Monthly Rent	MRE Belbroughton Ltd	X	49.00		49.00
26	Clayton Cup	Virgin Money	Clayton Cup	Bowls Buddies LLP	X	517.96		517.96	
28	Employee 1	Virgin Money	S/O	Salary	Employee 01	E	1,722.67		1,722.67
36	Lengthsmen	Virgin Money	S/O	Salary	Lengthsmen CD	X	87.20		87.20
29	Pension Costs	Natwest Bank	D/D	Pension	LCC Pension Employer,	E	899.66		899.66
25	Sundries	Virgin Money	Office Cleaning	G Lloyd	X	108.00		108.00	
33	Employee 2	Virgin Money	S/O	Salary	Employee 02	E	1,036.08		1,036.08
31	Lengthsmen	Virgin Money	S/O	Salary	Lengthsmen ME	E	348.80		348.80
23	Bowling Green General Repairs	Virgin Money	CLW Bowling Green Maint	East Riding Turf Care	Z	189.00		189.00	
24	Utility Bills	Virgin Money	Utility Bill	Water Plus	Z	34.82		34.82	
45	Expenses	Virgin Money	Chairman's Expenses	Clir P Gabbott	Z	200.00		200.00	
45	Expenses	Virgin Money	Chairman's Expenses	Clir P Gabbott	Z	50.00		50.00	
46	War Memorial Grant	Virgin Money	Precept	WLW & CLW War Memc	Z	4,250.00		4,250.00	
44	Summer Fair	Virgin Money	Portable Toilets	North West Portables	S	690.00	138.00	828.00	
42	Utility Bills	Virgin Money	Utility Bill	NPower	L	130.18	6.51	136.69	
Total						12,806.61	325.88	13,132.49	

The following receipts were noted:

2. Receipts April 2024

Voucher	Code	Bank	Receipt No	Description	Supplier	VAT Type	Net
1	Bank Interest	Virgin Money	B/T	Bank Interest	Virgin Money	X	0.27
7	Bank Interest	Natwest Bank		Bank Interest	Natwest Bank	X	81.58
Total						81.85	81.85

8814 PLANNING APPLICATIONS

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

1.Reference: 24/00249/FULHH Proposal: Single storey rear extension (following demolition of existing single storey rear projection) Location: 9 Kielder Gardens Leyland PR25 5AB

Chairman's Signature.....



CLW PARISH COUNCIL MINUTES

2.Reference: 24/00274/FULHH Proposal: Location: Single storey rear extension 5 Glenmore Clayton-le-Woods Chorley PR6 7TA.

3.Reference: 24/00278/FULHH Proposal: Location: Single storey side/rear extension 35 Barleyfield Bamber Bridge Preston PR5 8JH.

4.Reference: 24/00256/FULHH Proposal: Conversion of integral double garage to habitable accommodation (retrospective) Location: 28 Whinfall Close, Clayton-le-Woods, Leyland, PR25 5AL.

5.Reference: 24/00295/MNMA Proposal: Minor non material amendment to planning permission ref: 20/00377/FULMAJ (Erection of 115 dwellings with associated parking, landscaping, drainage, pump station, layout of roads and footways and other associated works) to amend the description of development to: "Full planning permission for residential development including associated parking, landscaping, drainage, pump station, the layout of roads and footways and other associated works" Location: Land Adjoining Cuerden Residential Park, Nell Lane, Cuerden.

6.Reference: 24/00298/TPO Proposal: Application for works to protected trees - Chorley BC TPO 8 (Cuerden) 2013: Thinning works to G10, W2, W3 and W4. Location: Cuerden Hall, Shady Lane, Cuerden, Bamber Bridge, Preston, PR5 6AZ.

7.Reference: 24/00344/FULHH Proposal: Single storey rear extension to existing garage, following conversion to habitable accommodation Location: 15 Parkhurst Avenue Clayton-le-Woods Leyland PR25 5PF.

8815 CORRESPONDENCE

1. Invitation to D-Day Commemoration Service from War Memorial Committee

The Clerk informed the Members that they were all invited by the WMC to 80th D-Day Commemoration Service at the War Memorial on Preston Road/Factory Lane on 6th June 2024 at 2pm.

2. Invitation to Bowls England Event

The Chairman of the CLW Crown Green Bowling Club invited the Members to a Bowls England Event on Saturday 25th May 2024 from 10am – 4pm. All were welcome.

8816 MOTION TO EXCLUDE PRESS AND PUBLIC AND STAFF

It was RESOLVED to exclude press and public due to confidential staffing matters.

Chairman's Signature.....



CLW PARISH COUNCIL MINUTES

8817 STAFFING REPORT

1. Final report on Clerks Job Evaluation (Financial Report)
2. Administrative Assistant – Pay Scale (Financial Report)
3. Appointment of Temporary Administrative Assistant (HM)

These items were deemed confidential.

8818 DATE OF NEXT MEETING(S)

1. The next full parish council meeting is scheduled to be held on Monday 17th June 2024 at 7.30pm at the Parish Council Community Meeting Room 239A Preston Road, Clayton-le-Woods, Chorley PR6 7PY.
2. Events Working Group (Summer Fair and Academic Clayton Cup) to be scheduled on 18th June 2024 at 6.30pm at the Lord Nelson.

Chairman's Signature.....