

**CLAYTON-LE-WOODS PARISH COUNCIL**

**MINUTES OF THE ORDINARY PARISH MEETING  
HELD ON MONDAY 17<sup>th</sup> FEBRUARY 2025 AT 7.30PM  
AT THE PARISH COUNCIL COMMUNITY MEETING ROOM/OFFICE  
AT 239A PRESTON ROAD, CLAYTON-LE-WOODS, CHORLEY**

**PRESENT:** Councillor Mr M Clifford (Acting Chairman)  
Councillor Ms I Amahwe  
Councillor Mr D Clough  
Councillor Mr D Cook  
Councillor Mr A Halliday  
Councillor Mr S Maddock  
Councillor Mr N Whitham (7)

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

**Members of the Public:** One

**WELCOME**

The Vice Chairman opened the meeting and welcomed all who were in attendance.

**8901 APOLOGIES**

Apologies were received and accepted for Councillors Mrs B Ward-Smith and Mrs G Ormston.

**8902 ELECTION OF VICE CHAIRMAN**

Cllr M Clifford was nominated and duly elected as Vice Chairman until the AGM in May 2025.

It was RESOLVED to elect Cllr M Clifford to the position of Vice Chairman.

**8903 DECLARATION OF INTEREST**

Councillor M Clifford as Member of Lancashire Combined Fire Authority, County Councillor for Clayton and Whittle, Chorley Councillor Champion of Open Spaces and Member of the Licensing Committee and Director of Cuerden Valley Trust. Councillor Mr N Whitham Chorley Councillor and Member of the Planning Committee.

**ACTION**

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



**8904 PUBLIC PARTICIPATION**

None was indicated.

**8905 TO APPROVE THE MINUTES OF THE ORDINARY MEETING HELD ON MONDAY 18<sup>th</sup> NOVEMBER 2024**

It was RESOLVED to approve the minutes of the Ordinary Meeting held on Monday 18<sup>th</sup> November 2024 which was duly signed by the Acting Chairman.

**8906 MATTERS ARISING (CLERK’S REPORT)**

**1. Admin Vacancy**

It was proposed and agreed to have a working party to draw up advertise and appoint a replacement for the Admin Assistant.

It was agreed that the replacement would be a Deputy Clerk who could fill in for the Clerk for sickness/holiday/absence. Plus be trained for eventual succession planning.

The Members who volunteered were Cllrs D Clough, I Amahwe, A Halliday and the Chair.

Cllr Clough stated that he would take the lead in drawing up a revised job description. It was requested that the Clerk pass on the details as discussed.

Clerk

**8907 PRECEPT REQUEST 2025/26 ON A BAND D PROPERTY**

**Precept request at £170,475.03 + £11,458 (Deprivation Grant) = £181,933.03**

CLAYTON-LE-WOODS PARISH COUNCIL PRECEPT BANDING 2025/2026								
Band A(Disabled Relief)	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H
5/9ths	6/9ths	7/9ths	8/9ths	9/9ths	11/9ths	13/9ths	15/9ths	18/9ths
£18.33	£22.00	£25.67	£29.33	£33.00	£40.33	£47.67	£55.00	£66.00

The Members were provided with a detailed breakdown of the Budget for 2025/26 and the Income and Expenditure statement prior to the meeting for their scrutiny.

Chairman’s Signature.....



CLW PARISH COUNCIL MINUTES

The Clerk discussed the budget in detail taking questions from the Members.

After due discussion it was RESOLVED to request that the Precept be raised from £30.00 to £33.00 on a band D Property for 2025/26.

It was requested that the clerk inform the relevant authorities as soon as was practicable and make the decision public along with the budget in due course.

Clerk

**8908 EVENTS REPORTS**

**1. Report on Christmas Light Switch On Event**

Councillor M Clifford gave a report regarding the event. It was good value for money as there was a large turnout despite the poor weather. Cllr Clifford thanked all the Members and family and friends who helped with the event and there was great feedback from the community.

It was agreed that the Switch On Event would take place on Saturday 29<sup>th</sup> November 2025.

Cllr Clifford was thanked for his report.

**2. Christmas Tree Installation/Lights**

Cllr Clifford stated that there were a number of hiccups with the lights but these had been resolved. The tree was purchased from as new supplier and had been complimented on by the residents. It was hoped for further developments for Christmas 2025.

Cllr Clifford was thanked for his report.

**3. Update on Annual OAP Meal 2025**

The Clerk and Cllr Halliday had attended the event which was not as expected. It was agreed that the Clerk would contact the provider Chorley Buddies and request a report as well as supplying one of her own in due course before a decision could be made on the arrangements for Christmas 2025.

Clerk

Chairman's Signature.....



CLW PARISH COUNCIL MINUTES

4. Warm Space Initiative Report

It was reported that there were very low numbers at the event but it had been consistent for several months. Due to low staff the Members thought it prudent to not continue with the Initiative until a new member of staff was in post.

Clerk

8905 ACCOUNTS FOR PAYMENT

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

1. Payments November/December 2024 /January/February 2025

PAYMENTS LIST

Table with 7 columns: Vouch, Bank, Description, Supplier, Net, VAT, Total. It lists various payments such as Website/Email Management, Annual Membership, Phones/Broadband, Rent/Room Hire, Office Cleaning, etc., with their respective amounts.

Chairman's Signature.....



CLW PARISH COUNCIL MINUTES

**PAYMENTS LIST**

Vouch e	Code	Bank	Description	Supplier		Net	VAT	Total	
275	ICT	Natwest Bank	D/D	Website/Email Managem	Easy Websites	S	66.00	13.20	79.20
278	Phone	Natwest Bank	D/D	Phones/Broadband	O2	S	36.36	7.27	43.63
281	Phone	Virgin Money	D/D	Phones/Broadband	Three Business Ser	S	7.50	1.50	9.00
282	Phone	Virgin Money	D/D	Phones/Broadband	BT	S	49.59	9.92	59.51
280	Office Rental	Virgin Money	S/O	Rent/Room Hire	Red Rose Storage L	S	69.33	13.87	83.20
287	Office Rental	Virgin Money		Office Cleaning	Gillian Lloyd	Z	72.00		72.00
284	Bowling Green Lease	Virgin Money		Monthly Rent BC	Aquarius	X			49.00
285	Bowling Green General Repai	Virgin Money		CLW Bowling Green Main	Kevin Bond	Z	118.33		118.33
225	Grass Cutting/Maintenance	Virgin Money	B/T	Grass Cutting/Open Spa	Envirocare Mainteni	S	1,793.75	358.75	2,152.50
276	Employee 1	Virgin Money	S/O	Salary	Employee 01	E	2,576.24		2,576.24
279	Lengthsmen	Virgin Money	S/O	Salary	Lengthsmen ME	E	384.00		384.00
283	Lengthsmen	Virgin Money	S/O	Salary	Lengthsmen CD	X	96.00		96.00
286	Lengthsmen	Virgin Money		Salary	Employee	Z	240.00		240.00
277	Pension Costs	Natwest Bank	D/D	Pension	LCC Pension Employ	E	899.66		899.66
<b>Total</b>							<b>6,457.76</b>	<b>404.51</b>	<b>6,862.27</b>

The following receipts were noted:

**2.Receipts November/December2024/January 2025**

**RECEIPTS LIST**

Vouch e	Bank	Description	Supplier		Net	Total
71	Virgin Money	CIL	Chorley Council	Z	1,674.95	1,674.95
74	Virgin Money	Bank Credit	Virgin Money	Z	0.14	0.14
73	Natwest Bank	B/T	Bank Interest	X	27.34	27.34
75	Natwest Bank		Bank Interest	Z	28.96	28.96
<b>Total</b>					<b>1,731.39</b>	<b>1,731.39</b>

**RECEIPTS LIST**

Vouch e	Bank	Description	Supplier		Net	Total
76	Natwest Bank	Bank Interest	Natwest Bank	Z	26.27	26.27
<b>Total</b>					<b>26.27</b>	<b>26.27</b>

**8906 PLANNING APPLICATIONS**

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

1.Application no: 24/00989/PDE Case Officer: Simon Lems Ward: Clayton West And Cuerden Proposal: Notification of a proposed single storey rear extension measuring 4.5m in depth, with eaves height of 2.5m, and a maximum height of 2.75m Location: 21 Cuerden Close, Cuerden, Bamber Bridge, Preston, PR5 6BX

Chairman's Signature.....



CLW PARISH COUNCIL MINUTES

2.Application no: 24/01021/FULHH Case Officer: Eleanor McCleary - 01257 515176 Ward: Clayton East, Brindle And Hoghton Proposal: Single storey rear extension (retrospective) Location: 43 Masonfield, Bamber Bridge, Preston, PR5 8HP

3. Application no: 24/01007/FULHH Case Officer: Simon Lems Ward: Clayton West And Cuerden Proposal: Single storey rear extension (following demolition of existing conservatory) Location: 3 Cypress Close, Clayton-le-Woods, Leyland, PR25 5TY

4.Application no: 24/01017/DIS Case Officer: Mike Halsall - 01257 515226 Ward: Clayton West And Cuerden Proposal: Application to discharge condition nos.13 (work methodology) and 23 (waste strategy) of planning permission ref. 21/00530/FULMAJ (Change of use of vacant care home (Use Class C2) to residential dwelling (Use Class C3) with associated staff and guest accommodation; internal and external repair/refurbishment works and alterations; selective demolition; extension including orangery, staircase enclosure, creation of swimming pool with glazed enclosure, and two storey extension to service buildings in south west corner of stable yard; hard and soft landscaping works including associated structures and landscape features including reinstatement of dilapidated pond; construction of gate lodges and secondary gates to access road; removal of driveway bridge crown and repair of tunnel; provision of associated car parking; together with other associated development) Location: Cuerden Hall, Shady Lane, Cuerden, Bamber Bridge, Preston, PR5 6AZ

5.Application no: 24/01018/DIS Case Officer: Mike Halsall - 01257 515226 Ward: Clayton West And Cuerden Proposal: Application to discharge condition no.9 (work methodology) of listed building consent ref. 21/00531/LBC (Application for listed building consent for works to the Grade II\* listed hall to facilitate a change of use of vacant care home (Use Class C2) to residential dwelling (Use Class C3) including internal and external repair/refurbishment works and alterations; extension including orangery, staircase enclosure and creation of swimming pool with glazed enclosure) Location: Cuerden Hall, Shady Lane, Cuerden, Bamber Bridge, Preston, PR5 6AZ

6.Application no: 24/01015/DIS Case Officer: Mrs Hannah Roper - 01257 515230 Ward: Clayton West And Cuerden Proposal: Application to discharge conditions numbered 4 (materials), 6 (Drainage), 7 (Biodiversity Enhancement Measures), 12 (Self Build) and 13 (Landscaping) of planning approval 24/00454/FUL (Erection of a detached dwelling with means of access) Location: Southworths Farm, Wigan Road, Clayton-le-Woods, Leyland, PR25

7.Application no: 24/01042/FUL Case Officer: Chris Smith - 01257 515223 Ward: Clayton West And Cuerden Proposal: Erection of 1no. detached

Chairman's Signature.....



CLW PARISH COUNCIL MINUTES

dwellinghouse along with associated landscaping and access Location: Dove Cote Farm, Cam Lane, Clayton-le-Woods, Chorley, PR6 7EP

8.Application no: 24/01049/FULHH Case Officer: Eleanor McCleary - 01257 515176 Ward: Clayton West And Cuerden Proposal: Dormers to front and rear, single storey rear extension, and front porch Location: 28 Kellet Avenue, Clayton-le-Woods, Leyland, PR25 5TE

9.Application no: 24/01087/DIS Case Officer: Mike Halsall - 01257 515226 Ward: Clayton East, Brindle And Hoghton Proposal: Application to discharge condition 4 (materials) of planning permission ref. 24/00248/FUL (Demolition of vacant public house and erection of drive-thru restaurant with associated access, servicing, car parking, hard and soft landscaping and other associated works) Location: The Beaumont, Woodale Road, Clayton-le-Woods, Chorley, PR6 7TY

10.Application no: 24/01089/DIS Case Officer: Mike Halsall - 01257 515226 Ward: Clayton East, Brindle And Hoghton Proposal: Application to discharge condition 13 (CEMP) of planning permission ref. 24/00248/FUL (Demolition of vacant public house and erection of drive-thru restaurant with associated access, servicing, car parking, hard and soft landscaping and other associated works) Location: The Beaumont, Woodale Road, Clayton-le-Woods, Chorley, PR6 7TY

11.Application no: 24/01090/DIS Case Officer: Mike Halsall - 01257 515226 Ward: Clayton East, Brindle And Hoghton Proposal: Application to discharge condition 10 (arrangements for future management and maintenance of roads) of planning permission ref. 24/00248/FUL (Demolition of vacant public house and erection of drive-thru restaurant with associated access, servicing, car parking, hard and soft landscaping and other associated works) Location: The Beaumont, Woodale Road, Clayton-le-Woods, Chorley, PR6 7TY

12.Application no: 24/01091/DIS Case Officer: Mike Halsall - 01257 515226 Ward: Clayton East, Brindle And Hoghton Proposal: Application to discharge condition 16 (RAMS - bats) of planning permission ref. 24/00248/FUL (Demolition of vacant public house and erection of drive-thru restaurant with associated access, servicing, car parking, hard and soft landscaping and other associated works) Location: The Beaumont, Woodale Road, Clayton-le-Woods, Chorley, PR6 7TY

13.Application no: 24/01095/DIS Case Officer: Mike Halsall - 01257 515226 Ward: Clayton East, Brindle And Hoghton Proposal: Application to discharge condition no.12 (site access and off-site highway work details) of planning permission ref. 24/00248/FUL (Demolition of vacant public house and erection of drive-thru restaurant with associated access, servicing, car parking, hard and soft landscaping and other associated works.) Location: The Beaumont, Woodale Road, Clayton-le-Woods, Chorley, PR6

Chairman's Signature.....



CLW PARISH COUNCIL MINUTES

14.Application no: 24/01096/ADV Case Officer: Mike Halsall - 01257 515226  
Ward: Clayton East, Brindle And Hoghton Proposal: Application for advertisement consent for the erection of 1no. illuminated totem sign  
Location: The Beaumont, Woodale Road, Clayton-le-Woods, Chorley, PR6 7TY

15.Application no: 24/01098/DIS Case Officer: Mike Halsall - 01257 515226  
Ward: Clayton East, Brindle And Hoghton Proposal: Application to discharge condition no.11 (delivery and servicing plan) of planning permission ref. 24/00248/FUL (Demolition of vacant public house and erection of drive-thru restaurant with associated access, servicing, car parking, hard and soft landscaping and other associated works.) Location: The Beaumont, Woodale Road, Clayton-le-Woods, Chorley, PR6 7TY

16.Application no: 24/01101/ADV Case Officer: Mike Halsall - 01257 515226  
Ward: Clayton East, Brindle And Hoghton Proposal: Application for advertisement consent for the display of various signs, screens and graphics  
Location: The Beaumont, Woodale Road, Clayton-le-Woods, Chorley, PR6 7TY

17.Application no: 25/00004/FULHH Case Officer: Eleanor McCleary - 01257 515176  
Ward: Clayton West And Cuerden Proposal: Part two storey side / part single storey front extension  
Location: 31 Lancaster Lane, Clayton-le-Woods, Leyland, PR25 5SN

18.Application no: 25/00039/NOT Case Officer: Simon Lems Ward: Clayton West And Cuerden  
Proposal: Notice of intention to install 1no. 9m telephone pole for the installation of fixed line broadband electronic communications apparatus  
Location: BT Electronic Communications Apparatus O/S, 57 Spring Meadow, Clayton-le-Woods

19.Application no: 25/00079/FULHH Case Officer: Simon Lems Ward: Clayton West And Cuerden  
Proposal: Single storey rear extension (following demolition of existing conservatory)  
Location: 40 Sheep Hill Lane, Clayton-le-Woods, Chorley, PR6 7JH

20.Application no: 25/00053/DIS Case Officer: Mike Halsall - 01257 515226  
Ward: Clayton East, Brindle And Hoghton Proposal: Application to discharge condition 9 (car park surfacing) of planning permission ref. 24/00248/FUL (Demolition of vacant public house and erection of drive-thru restaurant with associated access, servicing, car parking, hard and soft landscaping and other associated works)  
Location: McDonalds, Woodale Road, Clayton-le-Woods, Chorley, PR6 7TY

21.Application no: 25/00070/MNMA Case Officer: Mike Halsall - 01257 515226  
Ward: Clayton East, Brindle And Hoghton Proposal: Minor non-material amendment to planning permission ref. 24/00248/FUL (Demolition of vacant public house and erection of drive-thru restaurant with associated

Chairman's Signature.....





access, servicing, car parking, hard and soft landscaping and other associated works) to change the surfacing of the drive-thru lane, add steps to eastern pedestrian access, widen paths and reduce the parapet height of the building. Location: McDonalds, Woodale Road, Clayton-le-Woods, Chorley, PR6 7TY

**8907 CORRESPONDENCE**

**1.Email from Bowling Club Regarding Use of Community Bowling Green**

The Acting Chairman gave Mr Allan Balderstone (AB) permission to speak on this issue.

AB requested use by the local Bowling Team to use the Bowling Green for home matches during the Bowling Season.

Cllr S Maddock asked AB if the Bowling Green was available to any Member of the Public at any time. AB stated that if the occasion arose during a match that space would be made available to anyone that needed it.

It was agreed that the local Bowling Team could use the Community Bowling Green for matches for the season 2025.

AB requested the use of the Community Bowling Green for an event at the end of May 2025.

It was agreed that the local Bowling Team could have use of the Community Bowling Green on that day.

AB then requested an update on the lease for the Community Bowling Green having contacted the leaseholder’s Management Agency directly on behalf of the Bowling Team.

He was advised that the Parish Council had no new information regarding this issue and all residents would be updated of any new developments.

*AB left the meeting at this point*

**2.Invitation to Mayors Ball**

The Members noted that there was an open invitation to all Members to attend the Mayors annual charity ball at the beginning of March 2025.

Chairman’s Signature.....



**8908 DATE OF NEXT MEETINGS**

The next full parish council meeting is scheduled to be held on Monday 17<sup>th</sup> March 2025 at 7.30pm at the Parish Council Community Meeting Room 239A Preston Road, Clayton-le-Woods, Chorley PR6 7PY.

**2.Provisional Dates for FPC Meetings for 2025/26**

Monday 14<sup>th</sup> April 2025 (Easter 1 Week after)

Monday 19<sup>th</sup> May 2025

Monday 16<sup>th</sup> June 2025

Monday 21<sup>st</sup> July 2025

**No Proposed Meeting in August**

Monday 15<sup>th</sup> September 2025

Monday 20<sup>th</sup> October 2025

Monday 17<sup>th</sup> November 2025

**No Proposed Meeting in December**

Monday 19<sup>th</sup> January 2026

Monday 16<sup>th</sup> February 2026

It was RESOLVED to add these dates on line and on the noticeboards for future reference.

The day and dates will be reviewed at the AGM on 19th May 2025.

Clerk

Chairman’s Signature.....