

# Clayton-le-Woods Parish Council

Clerk to the Council: Mrs Tracy Morris  
Chorley Business and Technology Centre, Reception Block,  
East Terrace, Euxton, Chorley. PR7 6TE.

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[www.claytonlewoodsparishcouncil.org.uk](http://www.claytonlewoodsparishcouncil.org.uk)



12<sup>th</sup> November 2018

Dear Councillor,

You are hereby summoned to attend the Ordinary Meeting of the Parish Council to be held on Monday 19<sup>th</sup> November 2018 at 7.30pm at Chorley Business Centre, Euxton.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Tracy Morris', is written over a faint horizontal line.

Mrs Tracy Morris  
Clerk to the Council

## Agenda

1. **To receive and accept apologies.**
2. **Declaration of Interest.**
3. **Public Participation (None Indicated)**
4. **To approve the Minutes of the Ordinary Parish Council Meeting held on Monday 15<sup>th</sup> October 2018 (copy attached).**
5. **Matters Arising**
6. **Notification of Two Parish Councillor Vacancies**  
Co-option Procedures with closing date 31<sup>st</sup> December 2018
7. **Reports**
  - **Finance Committee held on 12 November 2018**  
Update of Donation Requests (Clayton Singers £52.00 and Thursday Club - £280.00 Travel Expenses)  
External Audit from WLW and CLW War Memorial Committee
  - **Environment Committee held on 12 November 2018**
  - **Communications Committee held on 30<sup>th</sup> October 2018**
  - **Remembrance Sunday 11<sup>th</sup> November 2018**

## 8. Defibrillator Access/Footpath Closure and Roll out Proposal

To Discuss possible courses of Action to reinstate Footpath  
To Discuss the provision of Defibrillators around the parish

## 9. Autumn/Winter Newsletter 2018 Costs

Costs Solus Delivery £1,134.00

Design and Print £882.00

## 10. Wildflower Meadows Proposed Cost

Proposed Cost £2,000.00 for 4 Areas

## 11. Accounts for Payment.

*Each account has been checked and countersigned by the Chairman prior to the meeting. All accounts include VAT where applicable.*

*Late Accounts List (To be tabled at Meeting)*

<u>Paym't Method/ Chq No.</u>	<u>November 2018 Accounts: -</u>	<u>£</u>
S/O	Lengthsmen (5no.) Salary Paid by Standing Order	751.68
S/O	Employee (1) Salary Paid by Standing Order	1,334.40
D/D	Employee (1) / Employer Pension Contribution	418.68
B/T	Employee (2) Salary	642.43
B/T	Chorley Business and Technology Centre Monthly Office Rental	390.00
D/D	Easy Websites Ltd. Monthly Hosting, Parish email addresses, Support.	78.00
D/D	O2 Telefonica Monthly Fee for Parish Phone	24.82
B/T	BT Business Bill Office Phone and Broadband	80.45
D/D	Three Telephone Monthly Fee Parish Phone (2)	9.00
B/T	HMRC Tax and NI Contributions	537.42
S/O	Chorley Self Storage Ltd Storage of Property	88.00
B/T	Amazon Stationery	12.17
B/T	Chorley Print Design and Print of Newsletter	882.00
B/T	Ladderstore RC Winter Step Ladder (SpID)	186.00
B/T	Cumbria Wild Flowers. Primroses for Back lane Woods	70.74
B/T	RCD Leaflet Distribution. Newsletter Distribution	1,134.00
0095	Conservation Contracts North West. Construction of two paths (£6,015.92 + £3,105.86)	9,121.78
0096	Donation Clayton-le-Woods Singers for Equipment (£70)	52.00
0097	Mrs T Morris Reimbursement of Stationery	39.00
0098	Envirocare Grounds Maintenance of Parish Sites	700.01
0099	Mrs G Egan Reimbursement of Expenses	15.00
0100	Royal British Legion Wreath for Remembrance Sunday	20.00
<b>Total</b>		<b>£16,587.58</b>

## December 2018 Accounts: -

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B/T	Chorley Business and Technology Centre Monthly Office Rental	390.00
D/D	Easy Websites Ltd. Monthly Hosting, Parish email addresses, Support.	78.00
D/D	Three Telephone Monthly Fee Parish Phone (2)	9.00
B/T	HMRC Tax and NI Contributions	537.42
S/O	Chorley Self Storage Ltd Storage of Property	88.00

<b>Total</b>	<b>£4,249.61</b>
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## 12. To discuss and make decisions on Planning Applications

Applications can be viewed on the Chorley Council website via the following link <http://planning.chorley.gov.uk/online-applications/>.

Application no: [18/00993/FULMAJ](#)

Proposal: Section 73 application to vary condition 26 (approved plans) attached to planning approval 18/00420/FULMAJ involving the erection of a scooter store outbuilding, internal reconfiguration including an additional apartment and minor elevational alterations.

Location: Lidl UK Preston Road Clayton-Le-Woods Chorley PR6 7EB

Application no: [18/01010/DIS](#)

Proposal: Application to discharge conditions 4 (facing materials), 14 (drainage management plan), 20 (construction method statement), 21 (site access scheme), 22 (site access and highway improvement timescale) and 25 (wild mammal method statement) attached to planning permission 18/00420/FULMAJ - Section 73 application to vary conditions 3, 4, 14, 16, 19, 20, 25 and 26 attached to planning approval 17/00464/FULMAJ to allow the approved development to be implemented in phases in accordance with a phasing plan and programme.

Location: Lidl UK Preston Road Clayton-Le-Woods Chorley PR6 7EB

Application no: [18/01027/FULHH](#)

Proposal: Boundary fence, maximum height of 2m.

Location: 2 Holly Close Clayton-Le-Woods Chorley PR6 7JN

Application no: [18/01048/LBC](#)

Proposal: Application for listed building consent: Alteration of redundant doorway on south facing elevation - reduction in height - to be utilised as a window opening. The proposal is to remove the existing timber door and frame and replace it with a timber window utilising the existing opening and lintel. The area below the window would be made good with a cavity wall comprised of matching stone to the exterior wall and concrete block to the interior. A reclaimed stone sill would be fitted above the cavity wall. The interior would be finished with a board and plaster finish and the exterior of the window would be finished in Farrow and Ball 'Card Room Green'

Location: 586 Preston Road Clayton-Le-Woods Chorley PR6 7EB

Application no: [18/01035/PDE](#)

Proposal: Notification of a proposed single storey rear extension measuring (overall) 5.09m in depth, with eaves height of 2.44m and a maximum height of 3.56m

Location: 46 Claughton Avenue Clayton-Le-Woods Leyland PR25 5TL

### **13. Correspondence**

Cuerden Valley Trust Response to Correspondence

Boundary Commission Consultation Period (Parish Proposals)

### **14. Dates for Next Meetings**

#### **Dates for next 5 months until Annual Parish Meeting to be agreed:**

21<sup>st</sup> January 2019

18<sup>th</sup> February 2019

18<sup>th</sup> March 2019

15<sup>th</sup> April 2019

20<sup>th</sup> May 2019

The next full parish council meeting has been agreed to be held on Monday 21<sup>st</sup> January 2019 at 7.30pm at the Chorley Business Centre East Centre Reception Block East Terrace Euxton Lane Chorley PR7 6TE.

#### **Date for Committee Meetings**

Communications Committee Tuesday 4<sup>th</sup> December 2018

Finance Committee Monday 7<sup>th</sup> January 2019

Environment Committee Meeting Tuesday 4<sup>th</sup> December 2018

Management Committee Meeting to be confirmed

Play and Leisure Committee Meeting Thursday 6<sup>th</sup> December 2018

#### **Dates for Diary**

Christmas Light Switch-On opposite Lidl Development on Saturday 1<sup>st</sup> December 2018 starting from 6.30pm followed by free mulled wine, food and entertainment at the Lord Nelson.

OAP Christmas Lunch at the Ley Inn Public House on Monday 10<sup>th</sup> December 2018 at 1.00pm

Members Christmas Meal at the Ley Inn Public House on Monday 17<sup>th</sup> December 2018 at 7.00pm