

Clayton-le-Woods Parish Council

Clerk to the Council: Mrs Tracy Morris
Chorley Business and Technology Centre, Reception Block,
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14th October 2019

Dear Councillor,

You are hereby summoned to attend the Ordinary Meeting of the Parish Council to be held on Monday 21st October at 7.30pm at Chorley Business and Technology Centre, East Terrace, Euxton PR7 6TE.

Please note that you are invited to attend the interview to co-opt a Councillor (North Ward). The interview will take place at **7.15pm** prompt prior to the main meeting.

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**
- 4. To approve the Minutes of the Ordinary Parish Council Meeting held on Monday 16th September 2019 (copy attached)**
- 5. Matters Arising**

6. Co-option of Parish Councillor (North Ward)

To consider the co-option of a resident to the Parish Council

7. Approval for Co-option of Parish Councillors (1 in East Ward and 1 in West Ward)

Permission granted by Elections Office at Chorley Council to co-opt up to two Councillors following two resignations (Up to 4 Vacancies in total)

8. Vacancy on Bowling Green Committee

Current Members Cllrs C Bromilow and M Clifford - Post Season Meeting Required

Backdated Utility Bills Plus ongoing bills to be resolved

9. Manor Road Play Area Development

Request from Chorley Council to be in 50/50 Partnership in Future Developments (£50,000 + CCTV Provision)

10. Reports

1. Environment Committee Meeting held on 23rd September 2019

- Annual Review of Terms of Reference
- Back Lane Woods Invitation to Quote (Working Group)
- Wildflower Meadows Review (6 at £500 per site)
- Clayton in Bloom Entry 2020 Annual Review (£5,000)

2. Finance Committee Meeting held on 9th October 2019

- External Auditor Report 2018/19
- Quarterly Bank Reconciliation
- CIL Applications
- Donation Request for Christmas Fair 2019 (Christmas Fair St John's CE Church - £900)

3. Whittle-le-Woods and Clayton-le-Woods War Memorial Committee Meeting held on 9th October 2019

- Update on Silent Soldier Donation
- Cllr C Billouin (Vice Chair of Committee)
- Invitation to Remembrance Service on Sunday 10th November 2019 at 2.15pm forming at St Johns CE Primary School

11. Arrangements for OAP Christmas Lunch 2019

- Location Halfway House
- Cost £1600 and budget allocation £1200 (£250 donation)
- Invitation to Lengthsmen to Meal
- Places available from Monday 4th November 2019

12. 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)

Paym't Method/ Chq No.	October 2019 Accounts	£
S/O	Lengthsmen (5no.) Salary Paid by Standing Order	788.16
S/O	Employee (1) Salary Paid by Standing Order	1473.77
D/D	Employee (1) / Employer Pension Contribution	452.95
B/T	Employee (2) Salary	688.10
B/T	Chorley Business and Technology Centre Monthly Office Rental	404.40
D/D	Easy Websites Ltd. Monthly Hosting, Parish email addresses, Support.	84.00
D/D	O2 Telefonica Monthly Fee for Parish Phone	34.94
B/T	BT Business Bill Office Phone and Broadband	70.13
D/D	Three Telephone Monthly Fee Parish Phone (2)	9.00
B/T	Envirocare Monthly Fee for Grass Cutting of parish Sites	700.01
S/O	Chorley Self Storage Monthly Rental of Storage Site	88.00
B/T	Poppy Signs 2 x Play Area Signs Cunnery Meadow	241.58
B/T	Ebuyer Monitor and Lead Office	94.73
B/T	Asda Stationery	12.20
B/T	Custom Stamps on Line Audit Reference Stamp	66.56
B/T	Traffic Technology Ltd SPID Repair	462.00
B/T	Stately Lighting Purchase Installation and Removal of Christmas Tree Lights	3926.93
B/T	Post office Stamps and Recorded Delivery Letter (The Ley Inn)	10.30
00150	Weldbank Plastics Bin Bags for Lengthsmen	60.84
00151	Chorley Council Uncontested Elections Fee	741.75
00152	Chorley Council Fee for Purchase and Installation of Defibrillator (Clayton Brook Village Hall)	1809.50
00153	PK Littlejohn Annual External Auditors Fee	720.00
00154	Reimbursement Mrs T Morris Asda 2 x iPad Cables	24.00
00155	Stringfellow Ltd Installation of Security Bracket Lengthsmen's Trolley	100.53
	Total without late Accounts	£13,064.38

13. Sale of Land adjacent to 29 Cunnery Meadow (For Information Only)

Request for response prior to next FPC meeting by Chorley Council
The Management Committee under delegated powers stated on behalf of the Parish Council that it objected to any sale of land which set a precedent for loss of amenity within the parish.

14. 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/>.

1. Application no. [19/00896/FULHH](#)

Proposal: First floor extension with front dormer

Location: 2 Beech Gardens Clayton-Le-Woods Chorley PR6 7UN

2. Application no. [19/00913/FUL](#)

Proposal: Removal of existing garden room and erection of new garden room for multi-purpose activities for young adults with learning disability

Location: Hollydale Care Home Back Lane Clayton-Le-Woods Chorley PR6 7EU

3. Application no. [19/00931/CLPUD](#)

Proposal: Application for a Certificate of Lawfulness for a proposed single storey side extension

Location: 18 Carr Road Clayton-Le-Woods Chorley PR6 7QD

4. Application no. [19/00893/FULHH](#)

Proposal: Single storey side extension

Location: Norab Preston Road Clayton-Le-Woods Chorley PR6 7EH

5. Application no. [19/00918/FULHH](#)

Proposal: Single storey outbuilding

Location: Cedar House Wigan Road Clayton-Le-Woods Leyland PR25 5SD

6. Application no. [19/00947/FULHH](#)

Proposal: Two storey side extension (following demolition of existing garage)

Location: 157 Higher Meadow Clayton-Le-Woods Leyland PR25 5RP

7. Application no. [19/00959/PDE](#)

Proposal: Notification of a proposed single storey rear extension (conservatory) measuring 5m in depth, with eaves height of 2.45m, and a maximum height of 3.5m

Location: 11 Bone Croft Clayton-Le-Woods Chorley PR6 7UR

15. Correspondence

Letter of Invitation to Remembrance Service from the Mayor of Chorley

16. Arrangements for Christmas Meal Monday 16th December 2019 Members/Staff

17. Dates for Next Meetings

The next full parish council meeting has been agreed to be held on Monday 18th November 2019 at 7.30pm at Chorley Business and Technology Centre.

Proposed Dates for Committee Meetings

Communications Committee: Thursday 24th October 2019

Finance Committee: Meeting to be arranged

Environment Committee: Meeting to be arranged

Play and Leisure Committee: Meeting to be arranged

Management Committee: Meeting to be arranged

Diary Date Reminder:

Neighbourhood Planning Presentation

Wednesday 13th November 2019 at 7.00pm at Cuerden Valley Café

Refreshments available £2.00 each