

**CLAYTON-LE-WOODS PARISH COUNCIL**

**MINUTES OF THE ORDINARY MEETING  
HELD ON MONDAY 17<sup>th</sup> SEPTEMBER 2018 AT 7.30PM AT  
CHORLEY BUSINESS AND TECHNOLOGY CENTRE EUXTON**

**PRESENT:** Councillor Mr R Ormston (Chairman)  
Councillor Mrs C Billouin  
Councillor Ms C Bromilow  
Councillor Mr M Clifford  
Councillor Mrs G Charlesworth  
Councillor Ms J Cronshaw  
Councillor Mrs S Edwards-Williams  
Councillor Mr S Fenn  
Councillor Mr P Gabbott  
Councillor Mrs G Ormston  
Councillor Mr D Rogerson

**In Attendance:** Mrs G Egan (Project Officer)  
Mrs TD Morris (Clerk)

**ACTION**

**7985 APOLOGIES**

Apologies had been received and accepted from Councillor J Norris and M Gallagher. It was noted that Councillor M Mayson was absent.

**7986 DECLARATION OF INTEREST**

Councillor M Clifford declared an interest as an associate of the Wildlife Trust.

**7987 PUBLIC PARTICIPATION**

There were no items recorded.

**7988 MINUTES OF ORDINARY PARISH COUNCIL MEETING HELD ON 17<sup>th</sup> September 2018**

It was RESOLVED that the minutes of the ordinary parish meeting held on the 16<sup>th</sup> July 2018 should be signed by the Chairman as a correct record subject to the amendment of Councillor C Billouin being in attendance not Councillor C Bromilow.

## 7989 MATTERS ARISING

### 7971 Parking Issues (Bankside to Watkin Road)

It was noted that the parish council were still awaiting a response to the request for a meeting. It was requested that the Clerk chase up the referral and report back in due course.

Clerk

### 7974 Committee Placement for New Councillors

It was RESOLVED that Councillor S Edwards Williams would be a member of Environment and Play and Leisure Committee and Councillor M Gallagher would be a member of Environment and Communications Committee.

Clerk

## 7990 RESIGNATION OF COUNCILLOR A WHITTAM

It was noted that Councillor A Whitham had resigned as a parish councillor.

The parish council requested that the clerk write to Councillor Whitham thanking her for all her hard work, diligence and enthusiasm whilst she was parish councillor and wished her well in the future.

Clerk

It was agreed that Councillor C Bromilow would join the Planning Working Party.

## 7991 BOWLING GREEN CLUBHOUSE REPAIRS

The Bowling Green Committee inspected the Club house and noted that the flooring needed replacing.

It was RESOLVED that flooring repairs be undertaken at a cost of £950.00 +VAT.

PO

## 7992 SURVEY REPORT FROM P GILKES AND CORRESPONDENCE FROM CHORLEY COUNCIL

### Survey Report from P Gilkes

It was reported that the parish council had received an independent valuation regarding St John's Club. There was a discussion regarding the misdirection of the mail which contained the report. A letter was sent to P Gilkes expressing the disappointment of the parish council had with the situation. It was hoped that this unfortunate occurrence would not happen again.

### Correspondence from Chorley Council

The members were informed that St John's Club had been officially registered as a community asset. This would give the parish council and their partners a six month period from 13th August 2018 in which to submit a bid for the purchase of St John's Club. The parish council had confirmed via Chorley Council that it would be interested in drawing up a bid for submission within the timescales. It was noted that the trustees were under no obligation to accept the bid.

## 7993 UPDATE ON ST JOHN'S CLUB

The council was informed that a press release would be issued in the next few days which would clarify that a strategic partnership has been formed between Chorley Council, Whittle Surgery and the parish council in order to submit a bid to purchase St John's Club. The objectives were to keep the Club accessible to the public and to develop a new expanded surgery to serve the residents.

It was requested that the Project Officer investigate what was the criteria with the Charity Commission that the Trustees would have to adhere to when selling the property.

PO

## 7994 ANT-SOCIAL BEHAVIOUR AT BACK LANE WOODS

It was reported that there had been several anti-social incidents within Back Lane woods. It was proposed that an interpretation board be placed in the woods informing the public about the woods and what was allowed within the area.

It was RESOLVED that the Environment Committee investigate the design and purchase of an interpretation board.

ENV/FSB

## 7995 UPDATE ON CLAYTON IN BLOOM

### **Update on 2018 Entry and Winter Planting**

It was noted that the judging took place on 18<sup>th</sup> July 2018 and on behalf of the parish council Councillor G Ormston wished to thank everyone who took part.

It was planned that Clayton in Bloom would be an all year round project. Evidence of the work and activities undertaken would form the basis for the submission to the North West in Bloom Entry for 2019.

### **Clayton in Bloom Proposed Budgetary Requirements for 2019/20 of around £5000**

It was RESOLVED that the parish council would budget up to £5000 towards Clayton in Bloom in 2019/20

### **Proposal to Enter 2019 Competition £150**

It was RESOLVED that the parish would enter the Clayton in Bloom Competition at a cost of around £150.00

### **Proposal to Adopt Flowerbeds and Adjacent Land at Clayton Brook Hall**

It was requested that the Clerk contact Chorley Council and find out whether the parish council would be given ownership of the beds prior to adopting the maintenance.

Clerk

### **North West in Bloom Award Ceremony Lunch on Friday 2<sup>nd</sup> November 2018 at £27.00 per head (4 x Representatives £108.00)**

After due discussion it was RESOLVED to send four nominated representatives to the award ceremony at a cost of £108.00.

Clerk

### **Wildflower Meadow 2019**

It was requested that the members nominate potential areas for the reintroduction of the wild flower meadows which had been dotted around the parish. It was requested that the Project officer investigate the cost of planting the wild flower sites.

PO

## 7996 UPDATE ON CHRISTMAS LIGHTS /TREE / LUNCH

### Purchase of Christmas Tree Lights

It reported that it had been a difficult task to find an appropriate lighting contract as the previous contractor had ceased trading. It was RESOLVED that a backup budget of around £2,000 be made available for the purchase of lights and around £1,000 be paid for dressing and dismantling the lights. It was planned that DMX lighting would be purchased next year to supplement the display.

### Christmas Tree

Due to the Summer weather it would probably be necessary to increase the budget for the tree and this would be tabled at the Finance Committee meeting. The cost of transporting the tree and erection and dismantling the tree would remain the same at around £1000.00

FSB

### OAP Christmas Lunch 2018

The Chairman stated that he had been investigating the best venue for the OAP Christmas lunch. It was proposed that the Ley Inn Pub would be the best venue as it would seat around 100 people as the parish council wished to expand the numbers.

It was requested that the Clerk and the Chairman finalise the booking arrangements and report back to the parish council in due course.

Clerk/RO

## 7997 APPROVAL OF ANNUAL ACCOUNTS 2017/18

The parish council were provided with the Annual Accounts Statements for 2017/18 for their scrutiny.

After due consideration the it was RESOLVED to ratify the following:

1. Declaration of Annual Governance Statement for 2017/18
2. Accounting Statements for 2017/18

## 7998 ACCOUNTS FOR PAYMENT

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

<u>Paym't</u>	<u>August/September 2018 Accounts: -</u>	<u>£</u>
<u>Method/</u>		
<u>Chq No.</u>		
S/O	Lengthsmen (5no.) Salary Paid by Standing Order (Aug)	751.68
S/O	Employee (1) Salary Paid by Standing Order (Aug)	1,334.40

D/D	Employee (1) / Employer Pension Contribution (Aug)	418.68
B/T	Employee (2) Salary (Aug)	632.32
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	25.30
D/D	Three Telephone Monthly Fee Parish Phone (2)	9.00
0081	HMRC Tax and NI Contributions July 2018	537.42
0074	Chorley Self Storage Ltd Storage of Property	88.00
0075	Chorley Business and Technology Centre Stamps void	8.71
B/T	Cuerden View Café Clayton in Bloom Expenses	156.00
0077	Birkacre Nurseries Clayton in Bloom Expenses	71.05
B/T	Extinguisher Hire Ltd Summer Fair 2018	114.00
0079	Stringfellow Contractors Ltd Various Repairs/Erection of Memorial Bench	1,428.00
0076	Lancashire & Merseyside County Training Partnership Training for Councillors (cheque reissued)	189.00
0078	Chorley Business and Technology Centre Room Hire and Stamps	68.04
0080	Envirocare Grounds Maintenance Grass Cutting of Parish Sites	1,264.00
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	632.32
B/T	Chorley Business and Technology Centre Monthly Office Rental	390.00
0081	Chorley Business and Technology Centre Stamps	8.04
D/D	Easy Websites Ltd. Monthly Hosting, Parish email addresses, Support.	78.00

D/D	O2 Telefonica Monthly Fee for Parish Phone	24.34
D/D	Three Telephone Monthly Fee Parish Phone (2)	9.00
B/T	Chorley Self Storage Ltd Storage of Parish Property	88.00
0082	HMRC Tax and NI Contributions Aug 2018	537.42
0083	Mrs G Egan Reimbursement of Expenses	10.00
0084	Cllr Mr R Ormston Reimbursement Expenses Clayton in Bloom	39.14
0085	Cllr M Clifford Reimbursement of Expenses Summer Fair	29.43
0086	Mrs Lorraine Atkinson St Bede's RCP School Reimbursement Clayton in Bloom	247.81
Cash	Councillor Mrs G Ormston Reimbursement (Scarecrow Festival £64.00 and £231.00 Clayton in Bloom)	295.00

**Total Expenditure without Late Accounts £12,456.86**

## 7999 PLANNING APPLICATIONS

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

Application no: [18/00595/FULHH](#)

Proposal: Single storey front extension.

Location: 9 Hawthorne Close Clayton-le-Woods Chorley PR6 7JL

Application no: [18/00670/FUL](#)

Proposal: Construction of vehicular access and driveway and erection of fence.

Location: Kenyons Farm Gough Lane Bamber Bridge Preston PR5 6AQ

Application no: [18/00654/FUL](#)

Proposal: Erection of detached garage.

Location: 125 Kiln Croft Clayton-le-Woods Chorley PR6 7UB

Application no: [18/00707/FULHH](#)

Proposal: Retrospective application for the erection of 6ft high fencing to create increased visibility for approaching traffic and more pavement space.

Location: 18 Lancaster Avenue Clayton-le-Woods Leyland PR25 5TD

Application no: [18/00714/FUL](#)

Proposal: Conversion of existing garage to living accommodation and construction of link between existing garage and dwelling house.

Location: 14 Holly Close Clayton-Le-Woods Chorley PR6 7JN

Application no: [18/00645/CLPUD](#)  
Proposal: Application for a Certificate of Lawfulness for a proposed garage (following demolition of existing garage).  
Location: 5 Fiddlers Lane Clayton-le-Woods Chorley PR6 7QA

Application no: [18/00554/DIS](#)  
Proposal: Application to discharge conditions numbered 26 (marketing details) and 36 (travel plan co-ordinator) attached to outline planning permission 14/00951/OUTMAJ which was for the erection of 220 dwellings with associated open space and landscaping, with all matters reserved except for access.  
Location: Land North of Lancaster Lane And Bounded by Wigan Road and Shady Lane Lancaster Lane Clayton-le-Woods

Application no: [18/00739/FULHH](#)  
Proposal: Single storey rear extension.  
Location: 68 Claughton Avenue Clayton-le-Woods Leyland PR25 5TL

Application no: [18/00683/FULHH](#)  
Proposal: proposed two storey rear extension.  
Location: 20 Birch Field Clayton-le-Woods Chorley PR6 7RE

Application no: [18/00827/MNMA](#)  
Proposal: Amendment to rear boundary fences to provide secured access to existing residents.  
Location: Land North Of 73 Daisy Meadow Bamber Bridge

Application no: [18/00831/FUL](#)  
Proposal: Section 73 application to vary condition 4 on planning permission ref: 14/01332/FUL (which was a proposed change of use from dwelling to children's day nursery) to allow the nursery to open from 07.30am.  
Location: 1 Lancaster Avenue Clayton-le-Woods Leyland PR25 5TD

Application no: [18/00785/FULHH](#)  
Proposal: Front dormer extensions.  
Location: 7 Kellet Avenue Clayton-le-Woods Leyland PR25 5TE

The members wished to thank Councillor G Charlesworth for her hard work in reviewing each application in detail.

## **8000 CORRESPONDENCE**

### **Central Lancashire Consultation on Local Plan Review**

It was agreed that the parish council review the plan and make recommendations at the next full parish council meeting.

### **Community Funding Update (Play Area Development)**

The Project Officer reported that she had applied for funding from the Lancashire Environmental Fund. Their decision would be known after 10<sup>th</sup> December 2018. The total amount allocated would be a maximum of £30,000.00 on a projected £50,000.00 project. It was noted that this was a separate funding stream than the funds being offered by Quercia Ltd via the Wildlife Trust.

FPC

**Letter from Back Lane Primary School Regarding Parking Arrangements**

It was agreed that the members would review the correspondence and consider a response at the next full parish council meeting.

FPC

**8001 DATE OF NEXT ORDINARY PARISH MEETING AND FUTURE DATES**

It was RESOLVED that the next ordinary Parish Council meeting is to be held on Monday 15<sup>th</sup> October 2018 at 7.30pm at the Chorley Business Centre.