

**CLAYTON-LE-WOODS PARISH COUNCIL**  
**MINUTES OF THE PLAY LEISURE AND WELFARE COMMITTEE**  
**HELD ON TUESDAY 5<sup>TH</sup> MARCH 2019 AT 7.00PM**  
**AT CHORLEY BUSINESS CENTRE, EUXTON**

**PRESENT:** Councillor C Bromilow (Chair)  
Councillor J Cronshaw  
Councillor S Edwards-Williams  
Councillor G Ormston

**IN ATTENDANCE:** Mrs TD Morris (Clerk)  
Mrs G Egan (Project Officer)

		<b>ACTION</b>
<b>19.10 APOLOGIES</b>	Apologies were received and accepted from Councillor G Charlesworth and Councillor J Norris.	
<b>19.11 DECLARATION OF INTEREST</b>	There was no declaration of interest.	
<b>19.12 APPROVAL OF MINUTES DATED 5<sup>TH</sup> FEBRUARY 2019</b>	It was <b>RESOLVED</b> to approve the minutes of the meeting held on 5 <sup>th</sup> February 2019 as correct record, which were duly signed by the Chair.	
<b>19.13 MATTERS ARISING</b>	<p><b>19.04 Great Greens Lane Play Area</b>  Councillor C Bromilow stated that she was due to meet with the Asda representative Sharon Neill on Saturday 9<sup>th</sup> March to discuss the provision of benches.</p> <p><b>19.04 Swing Gates</b>  Wicksteed have completed the repair to the gate.</p> <p><b>19.07 Lighting Proposal on Footpath Behind Lancaster Lane School</b>  Councillor Charlie Bromilow reported that the Parish Council will need to create criteria and prioritise the CIL request. The Clerk is working up a framework which will be presented to</p>	<p style="text-align: center;"><b>CB</b></p> <p style="text-align: center;"><b>Clerk</b></p>

the Full Parish Council in due course. This may delay the work required.

**19.08 Report from Events Working Party**

The Summer Fair budget has now been approved by Full Parish Council.

**19.14 UPDATE ON DEVELOPMENT OF CUNNERY MEADOW PLAY AREA**

Councillor Charlie Bromilow updated the meeting to state that the Working Group met on Wednesday 27<sup>th</sup> February 2019 to run through the Invitation to Quote (ITQ).

The ITQ was updated to reflect the changes to the insurance requirements from Chorley Council and included equipment requirements suggested from the consultation. The primary schools responded to the consultation along with feedback from some local residents.

The ITQ was issued to 8 contractors on 4<sup>th</sup> March as planned. The contractors are:  
HAGS, Wicksteed, Kompan, Sutcliffe Play, Russell, Massey-Harris, Sovereign, Broxap.

The Parish Council need to comply with the deadline for the LEF grant (£26,700) which requires the work to be complete for July 31<sup>st</sup> 2019. The timelines are therefore challenging.

The next step would be to evaluate the quotes when they are returned on 1<sup>st</sup> April and Chorley Council's Open Spaces Officer has agreed to support this.

The quotes would need to be assessed w/c 1<sup>st</sup> April 2019. It was requested that the Project Officer circulate proposed dates to Committee Members and agree it with Chorley Council.

PO

**19.15 INITIAL DISCUSSIONS REGARDING MANOR ROAD PLAY AREA**

The Clerk is planning to discuss the framework for improvements to Manor Road Play Area with Chorley Council's Open Spaces Officer.

Clerk

The Committee suggested that there should be a review all the play areas to help with the prioritisation.

Clerk

Councillor Gail Ormston asked about the Play Area Improvement Rolling Programme. The Clerk responded that there were no costs in the budget for a rolling programme.

Committee

The programme should be reviewed. It was agreed that the Committee would take this forward.

Councillor Sheila Edward-Williams flagged up that there was an issue with anti-social behaviour and littering at Osborne Drive Play Area, this is managed by Chorley Council and so the Clerk will report it to Chorley.

Clerk

**Play Area Maintenance Plan**

Councillor Charlie Bromilow asked for an update on the maintenance plan for the play areas. The Clerk informed the meeting that she had details of a contractor who could carry out such inspections. The Clerk will email the details out to the committee and progress obtaining quotes.

Clerk

In respect of the Great Green Lanes Play area the Clerk will check the warranty arrangements and confirm them to the Committee.

Clerk

**19.16 REPORT FROM EVENTS WORKING GROUP**

The Clerk updated the Committee that there had not been an Events Working Group since the last meeting however a meeting had been planned in with Manor Road School to keep them updated on progress and plans.

Stall bookings were progressing well and the Project Officer was working on getting some acts in place for the show arena. The stage entertainment was booked.

Councillor Charlie Bromilow asked about the timescale for printing of the programme's and the Clerk responded to say that Councillor Mark Clifford was progressing this.

Councillor Gail Ormston asked whether the magician and flower arranger had been booked, they hadn't and so Councillor Gail Ormston was to send the contact details to the Project Officer.

GO

There was a discussion about the need to have sufficient volunteers on hand from Friday to Sunday to help set up, run the event and clean up, along with a plan detailing who had responsibility for specific tasks. This needed to be in place asap. The Clerk and Project Officer to take this forward with Councillor Mark Clifford.

Clerk/PO

It was suggested that the school PTFA may be available to support the event and the Clerk and Project Officer to raise this with Councillor Mark Clifford so that the issue can be raised at the meeting with the school.

Clerk/PO

Councillor Charlie Bromilow suggested that the Clayton Brook Venture Scouts may be available to support the Summer Fair and would contain the Scout leader.

CB

**19.17 CIL FUTURE PROPOSALS**

The CIL criteria is being drawn up by the Clerk for approval by the Parish Council and once in place the projects that are eligible for potential CIL will be assessed against the criteria.

Consultation on potential CIL projects will be included in the Newsletter.

**19.18 DATE OF NEXT MEETING**

It was agreed that the next meeting would dovetail with the Cunnery Meadow Play Area evaluation in order to obtain the recommendation and committee approval.