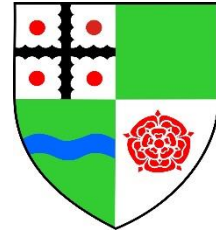


Clayton-le-Woods Parish Council

Clerk to the Council: Mrs Tracy Morris
239A Preston Road, Clayton-le-Woods, Chorley, PR6 7PY
Telephone: 01257 264854
Mobile: 07715 637345

Email: clerk@claytonlewoodsparishcouncil.org.uk
www.claytonlewoodsparishcouncil.org.uk



13th March 2023

Dear Councillor,

You are hereby summoned to attend the Ordinary Meeting of the Parish Council to be held on Monday 20th March 2023 at 7.30pm at the Parish Council Community Meeting Room/Office 239A Preston Road, Clayton-le-Woods, Chorley PR6 7PY.

Yours sincerely,

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

Mrs Tracy Morris
Clerk to the Council



CLW PC AGENDA

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 20th February 2023 (Attached)**
- 5. Clerk's and Admin Assistants Reports**
- 6. Reports**
 - 1. Finance Committee Meeting Held on Tuesday 7th March 2023**
 - 6.1.1 War Memorial Committee Report and Grant £3,500
 - 1.2 Lengthsman Annual Pay Award (National Minimum Wage £10.42 Per Hour versus Living Wage £10.90 Per Hour) Increased cost of some £600 per year on the budget.
 - 1.3 Conclusion of Audit 2021/22 (Internal and External Audit Reports)
 - 1.4 Audit Report 2022/23 (Asset Register Financial Risk Report)
 - 1.5 Recommendation Regarding Grant Request from CLW Bowling Team
 - 2. Environment Committee Meeting held on Tuesday 14th March 2023**
 - 2.1 SPID Devices Update and Action
 - 2.2 Proposal to confirm the Hanging Basket Contract with Plantscape £4092.80+VAT
 - 2.3 Proposal to confirm the grass cutting contract with Envirocare £5939.01 +VAT
 - 2.4 Requirement to provide Marked Bin Bags for the Lengthsmen to avoid detection as 'fly tipping'



CLW PC AGENDA

7. Accounts for Payment

All accounts include VAT where applicable. Late Accounts List (To be tabled at Meeting)

1. Payments February/March 2023

Voucher	Bank	Description	Supplier	VAT Type	Net	VAT	Total
385	Natwest Bank	Website/Email Managem	Easy Websites	S	81.00	16.20	97.20
386	Natwest Bank	Salary	Lengthsmen JI	E	114.00		114.00
387	Natwest Bank	Salary	Lengthsmen DH	E	190.00		190.00
388	Natwest Bank	Salary	Lengthsmen DM	E	228.00		228.00
389	Virgin Money	Salary	Employee 01	E	1,722.67		1,722.67
390	Natwest Bank	Pension	LCC Pension Employee	E	587.46		587.46
391	Natwest Bank	Phones/Broadband	O2	S	6.07	1.21	7.28
392	Virgin Money	Salary	Lengthsmen ME	E	304.00		304.00
393	Virgin Money	Rent/Room Hire	Chorley Self Storage Lt	S	73.33	14.67	88.00
394	Virgin Money	Salary	Employee 02	E	1,036.08		1,036.08
395	Virgin Money	Phones/Broadband	Three Business Service	S	7.50	1.50	9.00
396	Virgin Money	Phones/Broadband	BT	S	49.59	9.92	59.51
397	Virgin Money	Salary	Lengthsmen CD	X	76.00		76.00
398	Virgin Money	CLWBG Monthly Rent	MRE Belbroughton Ltd	X	49.00		49.00
399	Virgin Money	Office Cleaning	Diamond Domestic	S	32.00	6.40	38.40
400	Virgin Money	Utility Bill	NPower	L	174.09	8.70	182.79
401	Virgin Money	CLW Bowling Green Mair	Stringfellow Building Co	S	1,448.33	289.67	1,738.00
402	Virgin Money	Counselling Service	Sarah Tinsley (Contract	Z	300.00		300.00
403	Virgin Money	External Auditor Fee	PKF Littlejohn LLP	S	400.00	80.00	480.00
404	Virgin Money	Internal Auditor Fee	Alan Platt	Z	150.00		150.00
405	Virgin Money	Utility Bill	Water Plus	Z	15.65		15.65
405	Virgin Money	Utility Bill	Water Plus	S	4.87	0.97	5.84
406	Virgin Money	defibrillator equipment (E-Tec Electrical Limited	S	248.77	49.75	298.52
407	Virgin Money	Fire Risk Assessment	AW Fire Safety	S	98.00	19.60	117.60
408	Virgin Money	CLW Bowling Green Mair	Pitchcare	S	178.00	35.60	213.60
409	Virgin Money	Gas Safety Inspection	Fixitplumbers	Z	55.00		55.00
410	Virgin Money	Lengthsmen Workwear	Workwear Express Ltd	Z	32.89		32.89
410	Virgin Money	Lengthsmen Workwear	Workwear Express Ltd	S	84.12	16.84	100.96
411	Virgin Money	Defib Equipment	X2 Connect Limited	S	19.40	3.88	23.28
413	Virgin Money	CLW Bowling Green Mair	Bethels Property Serv	Z	345.00		345.00
414	Virgin Money	War Memorial Committee	WLV & CLW War Mem	Z	3,500.00		3,500.00
Total					11,610.82	554.91	12,165.73

2. Receipts February 2023

Voucher	Code	Bank	Description	Supplier	VAT Type	Net	VAT	Total
80	Sundries	Virgin Money	Rebate	David Lees	Z	10.00		10.00
81	Bank Interest	Virgin Money	Bank Interest	Virgin Money	Z	0.07		0.07
82	Utility Bills	Virgin Money	Utility Bill	Eon	Z	3,342.61		3,342.61
83	Insurance Cunrney M	Virgin Money	Insurance Claim Paymer	Zurich Municipal	Z	6,712.32		6,712.32
84	Bank Interest	Natwest Bank	Bank Interest	Natwest Bank	Z	15.77		15.77
Total						10,080.77		10,080.77



CLW PC AGENDA

8. To discuss and make decisions on Planning Applications

Applications can be viewed on the Chorley Council website via the following link:

<https://planning.chorley.gov.uk/online-applications/search.do?action=weeklyList>

1. Application no: 23/00166/NOT Case Officer: Chris Smith - 01257 515223 Ward: Clayton East, Brindle And Hoghton Proposal: Notification of intention to install 1no. 10m high wooden pole for the provision of fixed line broadband electronic communications apparatus Location: Verge Opposite, Woodfield, Bamber Bridge, PR5 8EH.

2. Application no: 23/00181/ADV Case Officer: Simon Lems Ward: Clayton West And Cuerden Proposal: Application for advertisement consent for the display of 2no. non illuminated fascia sign Location: Gourmet Takeaway Chorley, 327 Preston Road, Clayton-Le-Woods, Chorley, PR6 7PY.

3. Application no: 23/00212/NOT Case Officer: Chris Smith - 01257 515223 Ward: Clayton West And Cuerden Proposal: Notification of intention to install 1no. 9m and 1no. 13m high wooden pole for the provision of fixed line broadband electronic communications apparatus Location: Outside Whittle GP Surgery, 239 Preston Road, Clayton-Le-Woods, Chorley, PR6 7PY.

9. Correspondence

1. Planning Notice of Appeal regarding land opposite Hampton Grove Wigan Road. (Attached)
2. Mr D Lees Request for Gates to be Re-instated at CLW Bowling Green (Attached)
3. Email Request from the Charity Commission regarding Spring Meadow Community Centre (Attached)

10. Date for Next Meetings

The next full parish council meeting is proposed to be held on Monday 17th April 2023 at 7.30pm at the Parish Council Community Meeting Room 239A Preston Road, Clayton-le-Woods, Chorley PR6 7PY.

The Annual Parish Meeting is scheduled for Monday 17th April 2023 at 7.00pm prior to the main meeting. A letter will be sent to the Members separately to invite you to this meeting.

Committee Meeting /WG Schedule

- Communications Committee Meeting Weds 5th April 2023 at 7pm
- Finance Committee Meeting Tuesday 6th June 2023 at 7.00pm
- Environment Committee to be Arranged