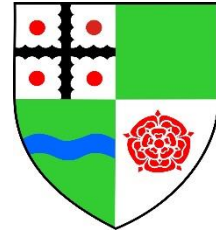


# Clayton-le-Woods Parish Council

Clerk to the Council: Mrs Tracy Morris  
239A Preston Road, Clayton-le-Woods, Chorley, PR6 7PY  
Telephone: 01257 264854  
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Email: [clerk@claytonlewoodsparishcouncil.org.uk](mailto:clerk@claytonlewoodsparishcouncil.org.uk)  
[www.claytonlewoodsparishcouncil.org.uk](http://www.claytonlewoodsparishcouncil.org.uk)



11<sup>th</sup> July 2023

Dear Councillor,

You are hereby summoned to attend the Ordinary Meeting of the Parish Council to be held on Monday 17<sup>th</sup> July 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**  
Mr A Balderstone (CLW Community Bowling Team) User/Working Group Proposal and Schools Competition (Report Attached)
- 4. To approve the Minutes of the Ordinary Parish Council Meeting held on Monday 19<sup>th</sup> June 2023 (Attached)**
- 5. Clerk's and Admin Assistants Reports (To Follow)**
- 6. CLW Community Bowling Green Ongoing Maintenance/Repairs**  
Contractors quotation £2485+VAT (Virement from Wildflower Meadow Project)
- 7. Parish Council Elections – 5 Vacancies (4 Clayton Brook and 1 West)**  
Propose date for interview potentially 2 candidates (Interviews prior to next FPC Meeting)
- 8. Review of FPC Meeting dates/weeks for 2024**  
To look at meeting dates that better suit the Majority of Members
- 9. Reports**
  1. Summer Fair Report (See AA Report)
  2. Scarecrow Festival budget approval £750
  3. Christmas Tree budget approval £4298
  4. Christmas Lights plus Extension £4702 (2<sup>nd</sup> Year of 3 Year Contract)
  5. SPID Installation Update (See AA Report)
  6. Lengthsmen Report (1 Resignation – 2 in total)
  7. War Memorial Committee on Wednesday 28<sup>th</sup> June 2023 at 7.00pm at Whittle Village Hall (Attended by Chairman, Cllrs S Maddock, Cllr N Whitham and Clerk)
- 10. Proposal to Streamline Committee Structure (Document Attached)**  
(Chairman to outline the Changes)



CLW PC AGENDA

**11.Accounts for Payment**

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

**1.Payments July 2023**

**PAYMENTS LIST**

Voucher	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
127	Virgin Money		Hanging Basket Contrac	Plantscape Ltd	S	4,092.80	818.56	4,911.36
128	Virgin Money	B/T	Summer Fair	Chorley Van Rental	Z	340.00		340.00
129	Natwest Bank		Doggy Bin Bags/Dispens	Polybags Ltd	S	504.50	100.90	605.40
130	Virgin Money		Summer Fair	Screwfix	S	29.16	5.83	34.99
131	Virgin Money		Summer Fair	Morrisons	Z	6.50		6.50
133	Virgin Money		Summer Fair	Matt Phillips	Z	180.00		180.00
134	Virgin Money		Summer Fair	Karl Southworth	Z	100.00		100.00
135	Virgin Money	000227	Summer Fair	Rebecca Gibson	Z	250.00		250.00
136	Virgin Money		Summer Fair	Manor Road Primary Sc	Z	250.00		250.00
137	Virgin Money		Flowerbed Maintenance	Envirocare Maintenanc	S	245.00	49.00	294.00
138	Natwest Bank	D/D	Website/Email Managerr	Easy Websites	S	81.00	16.20	97.20
139	Natwest Bank	S/O	Salary	Lengthsmen JI	E	130.80		130.80
140	Virgin Money	S/O	Salary	Employee 01	E	1,722.67		1,722.67
141	Natwest Bank	D/D	Pension	LCC Pension Employer/	E	899.66		899.66
142	Natwest Bank	D/D	Phones/Broadband	O2	S	6.07	1.21	7.28
143	Virgin Money	S/O	Salary	Lengthsmen ME	E	348.80		348.80
144	Virgin Money	S/O	Rent/Room Hire	Chorley Self Storage Lt	S	76.67	15.33	92.00
145	Virgin Money	S/O	Salary	Employee 02	E	1,036.08		1,036.08
146	Virgin Money	D/D	Phones/Broadband	Three Business Service	S	7.50	1.50	9.00
147	Virgin Money	B/T	Grass Cutting/Open Spa	Envirocare Maintenanc	S	848.43	169.69	1,018.12
148	Virgin Money	D/D	Phones/Broadband	BT	S	49.59	9.92	59.51
149	Virgin Money	S/O	Salary	Lengthsmen CD	X	87.20		87.20
150	Virgin Money	B/T	CLWBG Monthly Rent	MRE Belbroughton Ltd	X	49.00		49.00
151	Virgin Money		Office Cleaning	Diamond Domestic	S	72.00	14.40	86.40
152	Virgin Money	B/T	Expenses	Employee 02	Z	53.28		53.28
<b>Total</b>						<b>11,466.71</b>	<b>1,202.54</b>	<b>12,669.25</b>

**2.Receipts June 2023**

**RECEIPTS LIST**

Voucher	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
36	Virgin Money		Summer Fair	Vincent's Solicitors	Z	10.00		10.00
44	Virgin Money		Summer Fair	Flying Pig Pizza Compai	Z	50.00		50.00
44	Virgin Money		Summer Fair	Flying Pig Pizza Compai	Z	50.00		50.00
46	Virgin Money		Summer Fair	Turkish Grill	Z	25.00		25.00
47	Virgin Money		Summer Fair	Little Knit	Z	-50.00		-50.00
48	Virgin Money		Summer Fair	Forbe's Estate Agent	Z	25.00		25.00
49	Natwest Bank	B/T	Bank Interest	Natwest Bank	X	11.27		11.27
50	Virgin Money		Summer Fair	Peter Johnson	Z	25.00		25.00
51	Virgin Money		Summer Fair	Woof Lick Bakery	Z	25.00		25.00
52	Virgin Money		Summer Fair	Little Knit	Z	25.00		25.00
53	Virgin Money		Summer Fair	The Daily Grind Coffee	Z	25.00		25.00
54	Virgin Money		Summer Fair	Forbe's Estate Agent	Z	10.00		10.00
55	Petty Cash		Summer Fair	Scott Parkinson	Z	650.00		650.00
56	Virgin Money	B/T	Summer Fair	Sumup Ltd	Z	294.88		294.88
56	Virgin Money	B/T	Summer Fair	Sumup Ltd	Z	0.98		0.98
56	Virgin Money	B/T	Summer Fair	Sumup Ltd	Z	0.98		0.98
<b>Total</b>						<b>1,178.11</b>		<b>1,178.11</b>



## CLW PC AGENDA

### **12. 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: 23/00495/TPO Case Officer: Bill Whisker - 01257 515642 Ward: Clayton West And Cuerden Proposal: Application for works to a protected tree - Chorley BC TPO 8 (Clayton-le-Woods) 1996: T68 Oak - Up to 1 metre lateral reduction of branches overhanging 20 Lune Drive. Location: 20 Lune Drive, Clayton-Le-Woods, Leyland, PR25 5SX A

2. Application no: 23/00511/FULHH Proposal: Two storey side extension and front balcony Location: Thorntree House Wigan Road Clayton-Le-Woods Leyland PR25 5SB

3. Application no: 23/00531/CLPUD Proposal: Application for a certificate of lawfulness for a proposed single storey side/rear extension Location: 3 Ashdown Drive Clayton-Le-Woods Chorley PR6 7SQ

4. Application no: 23/00537/CTY Proposal: Consultation from Lancashire County Council on application ref. LCC/2023/0019 (Retention of the Waste Transfer Station, Leachate Plant, Gas Plant and Related Infrastructure until 2040) Location: Quercia Ltd Clayton Hall Sand Quarry Dawson Lane Whittle-Le-Woods Chorley PR6 7DT

5. Application no: 22/00888/FULMAJ Proposal: Extension to existing polytunnel building and erection of a new polytunnel building Location: Armlee Nurseries Alpine View Wigan Road Clayton-Le-Woods Leyland PR25 5SB

6. Application no: 23/00564/FUL Proposal: Application for technical details consent for the erection of four dwellings pursuant to permission in principle 22/00765/PIP Location: Land Opposite Hampton Grove Wigan Road Clayton-Le-Woods

### **13. Correspondence**

None Indicated

### **14. Proposal Exclusion of Press and Public (Due to Staffing Issues)**

### **15. Officer Annual Appraisal Report (See Addendum)**

### **16. Date for Next Meetings**

\*There is no scheduled meeting during August 2023.

The next full parish council meeting is proposed to be held on Monday 18<sup>th</sup> September 2023 at 7.30pm at the Parish Council Community Meeting Room 239A Preston Road, Clayton-le-Woods, Chorley PR6 7PY.

#### **Committee Meeting /WG Schedule**

- Events Working Group Meeting date to be scheduled
- Communications Committee Meeting Weds 6<sup>th</sup> September 2023 at 7.00pm