

**CLAYTON-LE-WOODS PARISH COUNCIL**

**MINUTES OF THE ORDINARY MEETING  
HELD ON MONDAY 18<sup>th</sup> FEBRUARY 2019 AT 7.30PM AT  
CHORLEY BUSINESS AND TECHNOLOGY CENTRE EUXTON**

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

**In Attendance:** Mrs TD Morris (Clerk)

**WELCOME TO NEW MEMBERS**

The Chairman welcomed Councillors D Clough, D Dowrick and S Neill to their first parish council meeting.

**8044 APOLOGIES**

It was noted that Councillor Ms M Mayson was absent from the meeting.

**8045 DECLARATION OF INTEREST**

Councillor M Clifford declared an interest as an associate of the Wildlife Trust.  
Councillor J Cronshaw declared an interest as a Councillor of Chorley Council.

**8046 PUBLIC PARTICIPATION**

There were no items recorded.

**8047 MINUTES OF ORDINARY PARISH COUNCIL MEETING HELD ON 21<sup>ST</sup>  
JANUARY 2019**

It was RESOLVED that the minutes of the ordinary parish meeting held on the 21<sup>st</sup> January 2019 should be signed by the Chairman with the following amendments:

ACTION

Councillor G Charlesworth was not in attendance but tendered her apologies which were accepted.

**8038 Environment Committee will read:**

It was **RESOLVED by the full parish council** to have the woodland managed professionally subject to the costs being finalised.

**8048 MATTERS ARISING**

**8037 Appointment of Councillors**

It was noted that 3 parish councillors had been co-opted.

**8037 Councillor Training**

It was noted that after the parish elections training would be booked for the whole parish council to attend.

**8038 Setting of Precept**

It was confirmed that Chorley Council had been informed of the precept request for 2019/20

**8038 LEF Fund Acceptance**

It was confirmed that the Clerk had sent off the necessary paperwork and administrative fee.

**8041 Correspondence**

To be discussed in the meeting.

**8049 PARISH COUNCIL ELECTION ARRANGEMENTS 2019**

The clerk advised the meeting of the parish election procedures.

It was requested that the Clerk remind the members at the next meeting.

Clerk

**8050 APPOINTMENT OF REPRESENTATIVE CLW COMMUNITY CENTRE**

It was **RESOLVED** that Councillor P Gabbott would continue in his role as the Parish Council Representative.

Clerk

**8051 REPORTS**

**1. Play and Leisure Committee Meeting held on 5<sup>th</sup> February 2019**

Councillor C Bromilow provided a concise account of the committee meeting with minutes available for information.

The meeting thanked Councillor Bromilow for her report.

**2. Communications Committee Meeting held on 12<sup>th</sup> February 2019**

1. Recommendation to respond to letter from Chorley Council regarding Delivery of the Newsletter.

Councillor D Rogerson reported that the newsletter had been delivered to a number of addresses in the neighbouring ward. This was a mapping

mistake made by the distributor which was corrected at the contractor's expense.

The proposal was to explain the situation to the Monitoring Officer at Chorley Council and to contact the contractor to explain the seriousness of the mapping error.

It was agreed to write to the contractor and explain the seriousness of the mapping error. The Clerk would then pass on their explanation in writing to be sent on to the Monitoring Officer.

Clerk

2. Recommendation to investigate the provision of an official Facebook Page.

It was agreed to leave this item in abeyance at the present time.

### **3.Environment Committee Meeting held on 28<sup>th</sup> January 2019**

Councillor Mark Clifford led the discussion regarding the following:

#### **1. SPID Camera**

It was noted that the parish had requested permission from Lancashire County Council to use a mobile bracket and the relocate of two existing fixed brackets to suggested locations.

MC/PO

#### **2. Back Lane Woods**

The Committee recommended to go out to tender for professional management and maintenance of the woods including provision of community nature reserve.

Councillor G Ormston provided the historical context of the ownership and development of the woodland. In her view the woodland should continue to be managed in-house by the parish council.

After due discussion Councillor P Gabbott proposed that the members vote on the proposal as recommended by the Environment Committee.

Votes were cast 12 in favour 1 against and 1 abstention

It was RESOLVED to go out to tender for professional management and maintenance of the woods including provision of community nature reserve.

PO/Clerk

3. The Committee recommended to rescind resolution 7995 and not enter the NW in Bloom Competition in 2019 and to make grant funds available to community projects.

It was RESOLVED to rescind resolution 7995 and hold funds available for the support of local groups.

4. The Committee recommended to write to LCC regarding the removal of Bollards at Bankside and consult with Chorley Council regarding parking restrictions on bin collection days.

It was RESOLVED to write to LCC regarding the removal of Bollards at Bankside and consult with Chorley Council regarding parking restrictions on bin collection days.

Clerk

#### 4. Finance Committee Meeting held on Monday 11<sup>th</sup> February 2019

1. Hanging basket/Watering Contract 2019-21 at £6,194 per annum

It was RESOLVED to enter into the hanging basket contract at a cost of £6,194.00 per annum for 3 years.

Clerk

2. Grass Cutting Contract Proposals 2019  
Option 1 cut and collect (1) /drop (9) mix £3,786.00  
Option 2 cut and collect (10) £5,500.00

It was RESOLVED to enter into a one year contract with Envirocare under Option 1 at a cost of £3,786.00.

Clerk

3. Proposal to approve WLW and CLW War Memorial Annual Levy Request 2019 - £3,500.00.

It was RESOLVED that the parish council would pay the annual levy of £3,500.00 to the War Memorial Committee.

Clerk

4. Proposal to Approve Summer Fair 2019 Budget £8,355.00

It was RESOLVED to approve the budget of £8,355.00

5. Report Regarding Latest CIL Proposed Allocation £184,401.48 from £365,684.18 funds as at 31<sup>st</sup> December 2018

The parish council were provided with the six outline projects which had met the initial criteria as set out by Chorley Council. These projects would be tabled for detailed consideration in due course.

6. CIL Funding request from Local Private Nursery
  - Proposal to draft a formal CIL Policy/Application
  - Proposal to take advice from Chorley Council

It was agreed that the CIL working party make initial enquiries and draft a CIL policy/application form for use by the applicants.

CIL

It was noted that future ideas from the community should be tabled at each of the committees.

Clerk

#### 8052 ACCOUNTS FOR PAYMENT

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

<u>Paym't</u>	<u>February 2019 Accounts</u>	<u>£</u>
<u>Method/</u>		
<u>Chq No.</u>		
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	642.43
B/T	Chorley Business and Technology Centre Monthly Office Rental	390.00
D/D	Easy Websites Ltd. Monthly Hosting, Parish email addresses, Support.	84.00
D/D	O2 Telefonica Monthly Fee for Parish Phone	24.34
B/T	BT Business Bill Office Phone and Broadband	61.15
D/D	Three Telephone Monthly Fee Parish Phone (2)	9.00
S/O	Chorley Self Storage Ltd Storage of Property	88.00
B/T	HMRC Tax and NI Contributions	1906.71
B/T	Ryman Stationery	4.99
B/T	Asda Stationery	14.75
B/T	Amazon Stationery	25.98
B/T	Amazon Stationery Phone Accessories	29.93
B/T	O2 Phone Accessories	24.99
0115	T & JM Stafford & Sons Installation and Removal of Christmas Tree	600.00
0116	WLW and CLW War Memorial Committee Precept	3,500.00

**Total without late Accounts £9,911.03**

## 8053 PLANNING APPLICATIONS

1. Application no: [18/00917/FULMAJ](#)

Proposal: Erection of 87 dwellings on land to south of Nell Lane

Location: Land adjoining Cuerden Residential Park Nell Lane Cuerden

It was RESOLVED to object on the grounds of an inadequate highway provision and the disturbance of an area of outstanding natural beauty.

It was agreed that Councillor G Ormston would comment at the Development Control Committee meeting at Chorley Council in due course.

**GO/clerk**

2. Application no: [19/00055/ADV](#)

Proposal: Application for advertisement consent for the display of 5no. non illuminated car park signs

Location: Tesco 28 Pendle Road Clayton-Le-Woods Leyland PR25 5TU

Councillor D Clough informed the meeting that Tesco were placing parking restrictions and penalty notices on the car park. The members agreed that this would pose parking issues locally and difficulties for the neighbouring traders' customers.

It was RESOLVED to raise these concerns to the Planning Department.

**Clerk**

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

3. Application no: [19/00072/FULHH](#)

Proposal: First floor rear extension over existing single storey rear extension

Location: 72 Lancaster Lane Clayton-Le-Woods Leyland PR25 5SP

4. Application no. [19/00076/FULHH](#)

Proposal: Erection of front dormer

Location: 11 Bay Tree Road Clayton-Le-Woods Chorley PR6 7JW

#### **8054 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 18<sup>th</sup> March 2019 at 7.30pm at the Chorley Business Centre.

#### **Committee Meetings**

**Communications Committee:** 19<sup>th</sup> March 2019 at 7.00pm

**Finance Committee:** 18<sup>th</sup> March 2019 at 6.45pm

**Environment Committee:** 4<sup>th</sup> March 2019 at 7.00pm

**Play and Leisure Committee:** 5<sup>th</sup> March 2019 at 7.00pm

**Management Committee:** Meeting to be arranged