

Clayton-le-Woods Parish Council

Clerk to the Council: Mrs Tracy Morris
Chorley Business and Technology Centre, Reception Block,
East Terrace, Euxton, Chorley. PR7 6TE.

Telephone: 01257 264854

Mobile: 07715 637345

Email: clerk@claytonlewoodsparishcouncil.org.uk

www.claytonlewoodsparishcouncil.org.uk



14th January 2019

Dear Councillor,

You are hereby summoned to attend the Ordinary Meeting of the Parish Council to be held on Monday 21st January at 7.30pm at Chorley Business Centre, Euxton.

Please note that you are invited to attend the interviews for the co-option of parish councillors at 6.45pm as the interviews will commence at 7.00pm prompt.

Yours sincerely,

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

Mrs Tracy Morris
Clerk to the Council

Agenda

- 1. To receive and accept apologies.**
- 2. Declaration of Interest.**
- 3. Public Participation (None Indicated)**
- 4. To approve the Minutes of the Ordinary Parish Council Meeting held on Monday 19th November 2018 (copy attached).**
- 5. Matters Arising**
- 6. Notification of Resignation of Councillor M Gallagher (North Ward)**
- 7. Co-option of up to 3 Councillors (Two West Ward One North Ward)**
(Permission Granted by the Elections Officer at Chorley Council to Co-opt up to 3 Councillors)

8. Reports

1. Play and Leisure Committee Meeting held on 6th December 2018

Cunnery Meadow Play Area Renewal Programme

- To Approve delegation to go out to Consultation to interested Parties
- To Approve delegation of the Proposed budget £70,000.00 and to tender process

Events Working Group

- Report on OAP lunch held on 10th December 2018 (Chairman)
- Report on Christmas Light Switch on Event held on Saturday 1st December 2018 (Chairman)

2. Communications Committee Meeting held on 4th December 2018

- Review of Autumn /Winter Newsletter 2018
- APM and AGM dates for 2019 (20th May 2019)

3. Environment Committee Meeting held on 4th December 2018

Back Lane Woods Update

- Recommendation to have the woodland managed by a professional outside agency

4. Finance Committee Meeting held on Monday 7th January 2019

- Recommendation to reset general reserves from £25,000.00 to £40,000.00 for 2019/20
- Recommendation to set the precept at £22.00 for a Band D property for 2019/20 (Budgetary Documents attached)
- Recommendation to accept Lancashire Environmental Fund Grant £30,000.00 with £3,300.00 administrative fee (£27,700 net gain)
- CIL Report 2017/18 to sign off (Zero Spend)

9. Bank Accounts

1. Natwest to apply for on-line Banking old signatories need to be removed by resolution
2. Transfer of funds to Yorkshire Bank £43,000.00

10. Accounts for Payment.

Each account has been checked and countersigned by the Chairman prior to the meeting. All accounts include VAT where applicable.

Late Accounts List (To be tabled at Meeting)

<u>Paym't Method/ Chq No.</u>	<u>December 2018/January 2019 Accounts: -</u>	<u>£</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	22.76
B/T	BT Business Bill Office Phone and Broadband	69.98
D/D	Three Telephone Monthly Fee Parish Phone (2)	9.00
B/T	HMRC Tax and NI Contributions	537.42
S/O	Chorley Self Storage Ltd Storage of Property	88.00
B/T	The Warehouse.Com Ltd Office Shredder	89.34
B/T	Stately Lighting Ltd Installation and removal of Christmas Lights	1,962.00
B/T	GT & GR Gilbert Woods Farm Christmas Tree Purchas and delivery of Parish Christmas Tree	2,050.00
B/T	Sprint Print Summer Fair 2019 Leaflets and Christmas Banner	86.40
B/T	Paperstone 3 x Domestic Waste Bins (Christmas Lights Storage)	38.91
B/T	Asda Stamps and Storage Lock	13.04
B/T	Asda Selection Boxes OAP Lunch	24.00
B/T	C & W Berry (£49.78 + £12.63) Sundries Christmas Tree	62.42
B/T	The Ley Inn OAP Christmas Lunch	1,000.00
B/T	Poundstretcher Ltd Sundries Christmas tree	19.90
B/T	B&M Bargains Selection Boxes Christmas Light Switch On	128.16
B/T	SLCC Annual Membership Renewal	196.00
B/T	PKF Littlejohn LLP External Audit Fee	528.00
B/T	Amazon Toner Stationery	25.98
B/T	Amazon iPad Covers x 2	24.47
0105	Alan Platt Internal Audit Fee	180.00
0106	Councillor G Ormston Reimbursement of Expenses Clayton in Bloom	26.00
0107	Stringfellow Ltd Repairs to Toilet Area CLW Bowling Club	1,176.00
0108	Ace Work Wear Work Wear Lengthsmen	33.98
0109	Chorley Council Annual Fee Play Inspections	3,724.50
0110	Chorley Council Annual Charge Emptying Dog Waste Bins	172.30
0111	Mrs T Morris Reimbursement Sundries	24.00
0112	Lancashire Environmental Fund	3,300.00
Total		£19,267.70

External Income December 2018

Active Nation Advertising Fee Newsletter

25.00

Total

25.00

11. To discuss and make decisions on Planning Applications

Applications can be viewed on the Chorley Council website via the following link <http://planning.chorley.gov.uk/online-applications/>.

1. Application no: [18/01084/DIS](#)

Proposal: Application to discharge conditions 21 (off-site highway works) and 22 (timescale for implementation of off-site highway works) attached to planning permission 18/00420/FULMAJ - Section 73 application to vary conditions 3, 4, 14, 16, 19, 20, 25 and 26 attached to planning approval 17/00464/FULMAJ
Location: Lidl UK Preston Road Clayton-Le-Woods Chorley PR6 7EB

2. Application no: [18/00999/FUL](#)

Proposal: Detached garage
Location: 12 Beech Tree Close Cuerden Residential Park Clayton-Le-Woods Leyland PR25 5PA

3. Application no: [18/01114/CLPUD](#)

Proposal: Application for a Certificate of Lawfulness for a proposed single storey rear extension
Location: 3 Lostock Meadow Clayton-Le-Woods Chorley PR6 7UQ

4. Application no: [18/01175/FULHH](#)

Proposal: Front, side and rear extension.
Location: 7 Holly Close Clayton-Le-Woods Chorley PR6 7JN

5. Application no: [18/01160/ADV](#)

Proposal: Application for advertisement consent for the display of 1 no. non illuminated billboard hoarding sign
Location: Lidl UK Preston Road Clayton-Le-Woods Chorley PR6 7EB

6. Application no: [18/01226/CLPUD](#)

Proposal: Application for a Certificate of Lawfulness for a proposed single storey rear extension and single storey rear/side extension
Location: 1 Osborne Drive Clayton-Le-Woods Chorley PR6 7SR

7. Application no: [18/01214/ADV](#)

Proposal: Application for advertisement consent for the installation of 1 no. internally illuminated wall mounted sign
Location: Clayton Green Sports Centre Clayton Green Road PR6 7TL

12. Correspondence

- Back Lane School Car Parking Provision - Cuerden Valley Trust Response to Correspondence
- Speeding Issues Reported by Residents on Preston Road and Cloverfield
- SPID Location (To Defer to Environment Committee)

- Bollards and Parking Issues at Bankside (To Defer to Environment Committee)
- WLW and CLW War Memorial Annual Levy Request 2019/20 £3,500 (To Defer to Finance Committee)
- Proposal to Review Parish Email address (To Defer to Communications Committee)
- Invitation to Mayor of Chorley's Charity Valentines Ball 15th February 2019

13. Dates for Next Meetings

The next full parish council meeting has been agreed to be held on Monday 18th February 2019 at 7.30pm at the Chorley Business Centre East Centre Reception Block East Terrace Euxton Lane Chorley PR7 6TE.

Date for Committee Meetings

Communications Committee: Tuesday 29th January 2019 at 7.00pm

Finance Committee: Monday 4th February 2019 at 7.00pm

Environment Committee: Monday 28th January 2019 at 7.00pm

Management Committee: Meeting to be arranged

Play and Leisure Committee: Tuesday 5th February 2018 at 7.00pm