

CLAYTON-LE-WOODS PARISH COUNCIL

**MINUTES OF THE ORDINARY MEETING
HELD ON MONDAY 20th JANUARY 2020 AT 7.30PM AT
CHORLEY BUSINESS AND TECHNOLOGY CENTRE EUXTON**

PRESENT: Councillor Mr M Clifford (Chairman)
Councillor Ms C Bromilow
Councillor Mr D Clough
Councillor Ms J Cronshaw
Councillor Mrs S Edwards-Williams
Councillor Mr P Gabbott
Councillor Mrs G Ormston
Councillor Mr D Rogerson

In Attendance: Mrs TD Morris (Clerk)

8162 APOLOGIES

Apologies were received and accepted from Councillor Mrs C Billouin
Councillor Mrs G Charlesworth and Councillor Mrs D Dowrick .

8163 DECLARATION OF INTEREST

Councillor M Clifford declared an interest as an associate of the Wildlife Trust
and Champion of the Environment and Open Spaces. Councillor C Bromilow
as a Trustee of the Cuerden Valley Trust.

8164 PUBLIC PARTICIPATION

There was no public participation at this meeting.

**8165 MINUTES OF ORDINARY PARISH COUNCIL MEETING HELD ON
MONDAY 18TH NOVEMBER 2019**

It was RESOLVED that the minutes of the ordinary parish meeting held on
Monday 18TH November 2019 were deemed correct and were signed by the
Chairman.

8166 MATTERS ARISING

8153.1.3 Great Greens Lane Play Area -Noted on the agenda

8153.1.5 Meadow Bank Play Area-Noted on the agenda

8153.3.1 CLW Bowling Green Outstanding Utility Bills-Noted on the
agenda

ACTION

8153.5.0 Neighbourhood Planning Meeting

It was reported that the Clerk had sent a note of thanks to Cuerden parish Council for hosting the event.

8159 Central Lancashire Plan- Noted on the agenda

8167 CO-OPTION OF UP TO 3 NO. PARISH COUNCILLORS (1 EAST 2 IN NORTH WARD)

The members had interviewed and voted on the co-option of 3 Councillors.

It was RESOLVED to co-opt Ms Lesley Fishleigh and Mr Russell Francis onto the Parish Council. (1 East Ward and 1 North Ward).

It was requested that the Clerk contact to the two prospective Councillors and inform them of the decision and summon them to the next FPC meeting.

It was requested that the Clerk make the necessary arrangements to contact the unsuccessful candidate to inform them of the decision.

Clerk

8168 CENTRAL LANCASHIRE LOCAL PLAN

The Chairman encouraged the Members to look through the revised Lancashire Local Plan and make appropriate comments by 14th February 2020.

It was noted that the local drop-ins were scheduled for Thursday 6th February 2020 and Tuesday 11th February 2020.

It was requested that the Clerk upload the details onto the website, Facebook page and on the notice boards time permitting.

Clerk

8169 REPORTS

Reports/Minutes were received and accepted from the following Committees:

1. Report on Winter Newsletter (Additional Costs)

It was reported that there were a number of properties where the newsletter had remained undelivered. The Clerk informed the Members that a decision had been made to print and deliver a further 1000 copies at a cost of some £300. It was noted that the newsletter had still not been received by a number of Councillors who were located at various points in the Parish.

After due discussion it was agreed that the parish Council should not pay for the extra copies as the work had not been completed satisfactorily. The parish Council would pay the original invoice for £2130 +VAT.

It was agreed that the Clerk inform the Contractor of the decision and await a response in due course.

Clerk

2. Play and Leisure Committee Meeting Held on Tuesday 14th January 2020

Councillor C Bromilow gave an in depth report regarding the recent Play and Leisure Committee meeting.

- **Cunnery Meadow Play Area Update (£65,000 inc. £26,000 LEF Grant)**
It was noted that the project had stalled due to the very wet site conditions. After due discussion it was agreed to arrange to pay up 50% of the invoice due and pay the residual amount once the handover had been finalised.

It was requested that the Clerk update the LEF and check with the Contractor regarding the current position.

Clerk

- **Play Area Development (Skate Park Working Group)**
As stated in the minutes the project would be left in abeyance until the Chorley Council BMX/Skate Park had been completed.

- **Scarecrow Festival 2020 Date and Format**
It was noted that the provisional date for the Scarecrow Festival was Saturday 16th May 2020 with the proposed venue being Cuerden Valley Visitors Centre. It was noted that there would be an initial Working Group meeting on Monday 3rd February 2020. Once the plans were in place Whittle-le-Woods Parish Council would be asked if they wish to join in with the project.

Cllr C
Bromilow

Events Working Group

- **Report on Christmas Light Switch on Event held on Saturday 30th November 2019**
It was noted that the event was very well attended and enjoyed by the residents.
- **Report on OAP lunch held on 9th December 2019 at Halfway House**
It was noted that the residents enjoyed their meal and were well entertained by the choir from Manor Road primary School.

3. Environment Committee Meeting held on Monday 13th January 2020

Councillor M Clifford left the meeting at this point due to his declared interest in this project.

- **Recommendation of Tender for Back Lane Woods Project (CIL Budget £60,000)**

After due deliberation it was RESOLVED to go ahead with the development contract with the Wildlife Trust at a cost of £44,065.00 +VAT. Plus an additional Optional work in the sum of £7,355.00 +VAT. Total CIL allocation £51,420 + VAT.

Votes 5 For 1 against 1 abstention (1 Member out of meeting)

- **Maintenance Contract Back Lane Woods (£13,000 pa) Subject to Legal Contract**

After due deliberation it was RESOLVED to go ahead with the maintenance contract at an average cost of £13,000 over a 10 year period with contingency costs subject to a formal contract being drawn up and approved by the FPC.

Votes 5 For 1 against 1 abstention (1 Member out of meeting)

Councillor M Clifford re-entered the meeting at this point.

It was requested that the Clerk liaise with the Wild Life Trust to progress the development contract and the maintenance contract and report back to the FPC in due course.

Clerk

4. Finance Committee Meeting held on Monday 13th January 2020

1. Recommendation from the Finance Committee to set Precept for 2020/21 at £22.00 based on Band D property

After due deliberation it was RESOLVED to set the Precept for 2020/21 at £22.00 for a Band D Property. This figure is the same as last year's Precept.

It was requested that the Clerk make the necessary arrangements to inform Chorley Council of the request.

Clerk

2. CIL Report 2018/19 and Current CIL Spend (£116,000 Available)

The Members were provided with a report on the spending that has been allocated and the amount still available.

3. Report on Parish Office located at the Doctors Surgery Development (St Johns Club)

The Councillors were provided with a plan of the proposed new Parish Council Office and meeting/community room. Some if not all the CIL allocation may have to be spent on the build.

After due deliberation it was agreed to go forward with gaining an estimate of the costs involved from Chorley Council. The Management Committee would meet to discuss the proposals and report back to the FPC in due course.

Cllr M Clifford

4. Grant Applications (£890 left in Budget)

• **Chorley and South Ribble Shop Mobility £100.00**

It was RESOLVED to award a grant of £100.00 to Shop Mobility. It was requested that the clerk make the appropriate arrangements to pay the award.

Clerk

• **Clayton Green Scout Group £640.22**

It was RESOLVED to award Clayton Green Scout Group £555.16 toward their camping equipment. It was requested that the Clerk make the appropriate arrangements to pay the award.

Clerk

5. Lengthsmen Overpayment Update

It was noted that the salary arrangement to repay the overpayment had not been actioned by the bank and the Clerk was instructed to contact the bank and resolve the issue.

Clerk

6. Remove Cllr S Fenn off Signatory List Natwest and Confirmation of Current List

It was RESOLVED to remove Councillor Stephen Fenn from the signatory list as he was no longer a serving Councillor.

8170 FINAL SETTLEMENT OF OUTSTANDING UTILITY BILLS CLW BOWLING GREEN

It was reported that Councillors M Clifford, D Rogerson and the Clerk had met with the previous Landlord of the Ley Inn to resolve the issue of outstanding utility bills at Clayton-le-Woods Bowling Green.

After due discussion it was agreed to propose to the members a full and final settlement figure of £3000 + VAT to cover the 5 years which had not been paid.

After due consideration it was RESOLVED to pay Mr White (Previous Ley Inn landlord) the amount of £3,000+VAT in full and final settlement of the outstanding utility bills attributed to Clayton-le-Woods Bowling Green.

Clerk

8171 ACCOUNTS FOR PAYMENT

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

<u>Paym't Method/ Chq No.</u>	<u>January 2020 Accounts</u>	<u>£</u>
S/O	Lengthsmen (5 no.) Salary Paid by Standing Order (Jan)	788.16
S/O	Lengthsmen (4 no.) Salary Paid in November 2019	525.24
S/O	Employee (1) Salary Paid by Standing Order	1473.77
D/D	Employee (1) / Employer Pension Contribution	452.95
B/T	Employee (2) Salary	687.90
B/T	HMRC Quarterly Account Tax/NI	1675.36
B/T	Chorley Business and Technology Centre Monthly Office Rental	404.40
D/D	Easy Websites Ltd. Monthly Hosting, Parish email addresses, Support.	80.40
D/D	O2 Telefonica Monthly Fee for Parish Phone	25.62
B/T	BT Business Bill Office Phone and Broadband	82.13
D/D	Three Telephone Monthly Fee Parish Phone (2)	9.00
S/O	Chorley Self Storage Monthly Rental	88.00
B/T	B&M Bargains Selection Boxes (Christmas Light Switch On)	149.52
B/T	B&M Bargains Selection Boxes (Christmas Light Switch On)	42.72
B/T	Asda Stationery	17.20
B/T	B&D Print Services Ltd - Design, Print and Delivery of Parish Newsletter	2430.00
B/T	Sprint Print Christmas Light Switch On Banners x 2	88.80
B/T	Cllr M Clifford Reimbursement of Christmas Tree Sundries	13.61
B/T	Street Wise Ltd Mapping for Bankside	12.00
B/T	Poundstrecher Ltd Christmas Tree Sundries	23.93
B/T	Glasdon Doggy Bag Dispenser Units x 4	607.32
B/T	Glasdon Doggy Bags (1000)	159.07

B/T	Society of Local Council Clerks Annual Fee Employers	202.00
B/T	Zurich Insurance Public Liability Insurance Christmas Light Switch On	105.25
B/T	Viking Bin for Additional Christmas Lights	15.23
B/T	Gemma Louise Doyle Christmas Light switch On Entertainment	250.00
B/T	McColl's Christmas Sundries (OAP Lunch)	4.50
B/T	Ley Inn Utility Bill Settlement CLW Bowling Green	3600.00
00161	LCC Lighting Cunnery Meadow (CIL)	15078.23
00162	Chorley Silver Band Christmas Light Switch On	125.00
00163	Chorley Business and Technology Centre Stamps	8.40
00164	Campaign for Rural England (CPRE) Annual Membership	36.00
00165	LALC Good Councillors Guide 24 Copies	84.00
00166	Chorley Council – Annual Fee Emptying Dog Waste Bins	172.30
00167	Chorley Council – Annual Fee Play Area Inspections	3799.00
00168	Stringfellow Ltd Installation of Doggy Bins/Reposition Cunnery Meadow	900.38
00169	Stringfellow Ltd Maintenance Work CLW Bowling Green	576.00
00170	Chorley and South Ribble Shop Mobility Donation	100.00
00171	Void	0.00
00172	Clayton Green Scouts Donation	555.16
	Total with late Accounts	£35,448.55

8172 PLANNING APPLICATIONS

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

2.Application no. [19/00953/PDE](#)

Proposal: Notification of a proposed single storey rear extension measuring 3.6m in depth, with eaves height of 2.25m, and a maximum height of 3.51m (following demolition of existing conservatory)

Location: [17 Ivy Close Clayton-Le-Woods Leyland PR25 5SG](#)

3.Application no. [19/01075/FUL](#) (CLW Parish Council Application)

Proposal: Construction of new footpath across grassed area from Bankside to join the pavement on Preston Road.

Location: [Copperfield Vale Clayton-Le-Woods](#)

4.Application no. [19/01103/OUT](#)

Proposal: Outline application for the erection of 3no. dwellings with all matters reserved, save for access and scale.

Location; [Welfield Gough Lane Bamber Bridge Preston PR5 6AQ](#)

5.Application no. [19/01094/FULHH](#)

Proposal: Two storey front extension

Location: [Hollins Farm House Gough Lane Bamber Bridge Preston PR5 6AQ](#)

6.Application no. [19/01114/FULHH](#)

Proposal: Two storey front extension, single storey rear extension, and associated external alterations (following demolition of existing conservatory)

Location: [28 Hunts Field Clayton-Le-Woods Chorley PR6 7TT](#)

7.Application no. [19/01137/FULHH](#)

Proposal: Two storey front extension

Location: [16 Camellia Drive Clayton-Le-Woods Leyland PR25 5RW](#)

8.Application no. [19/01160/FULHH](#)

Proposal: Rear dormer extension, elevational alterations and erection of a detached garage.

Location: [Blackledge House Chorley Old Road Clayton-Le-Woods Chorley PR6 7QZ](#)

10.Application no. [19/01142/FUL](#)

Proposal: Residential development for 7no. dwellings including demolition of existing garden outbuildings and garage

Location: [Land Adjacent To 715 Preston Road Preston Road Clayton-Le-Woods](#)

11.Application no. [19/01192/PDE](#)

Proposal: Notification of a proposed single storey rear extension measuring 4m in depth, with eaves height of 2.25m, and a maximum height of 3.59m (following demolition of existing conservatory)

Location: [17 Ivy Close Clayton-Le-Woods Leyland PR25 5SG](#)

12.Application no. [20/00004/FULHH](#)

Proposal: Two storey rear extension

Location: [18 Rowan Croft Clayton-Le-Woods Chorley PR6 7UX](#)

13.Application no. [19/01194/FULHH](#)

Proposal: Conversion of existing garage to habitable accommodation and associated external alterations

Location: [47 Rowan Croft Clayton-Le-Woods Chorley PR6 7UU](#)

It was RESOLVED to object to applications nos1 and 9 on the principal that the Parish Council were against any form of charging in the carparks within Cuerden Valley.

Votes 7 for and 1 abstention

1.Application no. [19/00938/ADV](#)

Proposal: Application for advertisement consent for the display of 28no. non-illuminated car park signs for car parks across Cuerden Valley Park (including 10no. signs at Berkeley Drive car park, 6no. signs at Factory Lane car park, 7no. signs at Town Brow Car Park and 5 no. signs at Back Lane Car Park).

Location: [Cuerden Valley Park Shady Lane Cuerden Bamber Bridge](#)

9.Application no. [19/00937/FUL](#)

Proposal: Installation of 5no. CCTV Cameras at car parks across Cuerden Valley Park to facilitate the provision of a car park management system.

Location: [Cuerden Valley Park Shady Lane Cuerden Bamber Bridge](#)

The members wished to thank the Planning Group for their hard work in reviewing each application in detail.

8173 CORRESPONDENCE

- **NALC Nomination to Queens Garden Party (Chairman)** - Noted
- **Publicity for Mayor of Chorley Charity Ball 14th February 2020** (£30 per ticket) -Noted
- **Decommissioning of two BT Phone Boxes:-**
 1. Rear of Barn Meadow
 2. Opposite Woodsman Pendle Road

It was agreed that the Parish Council would not contest the decommissioning of the two telephone boxes in the Parish.

It was requested the Clerk would contact Chorley Council to inform them of the decision.

Clerk

8174 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 17th February 2020 at 7.30pm at the Chorley Business Centre.

Committee Meetings

- Communications Committee 12th February 2020
- Finance Committee
- Environment Committee
- Management Committee Meeting to be confirmed
- Play and Leisure Committee:

Diary Dates

Scarecrow Festival Working Group Monday 3rd February 2020
New Councillor/Refresher Training 6th February 2020
Chorley Council Planning Session 10th February 2020