

Clayton-le-Woods Parish Council

Clerk to the Council: Mrs Tracy Morris
10 Birch Field, Clayton-le-Woods, Chorley PR6 7RE
Telephone: 07908 267264
E-mail: claytonparish08@btinternet.com
www.claytonlewoodsparishcouncil.org.uk

5th June 2015

Dear Councillor,

You are hereby summoned to attend the Ordinary Meeting of the Parish Council to be held on Monday 15th June 2015 at Clayton Green Library at 7.30pm.

Yours sincerely,

Mrs Tracy Morris
Clerk to the Council

Agenda

1. To receive apologies.

2. Declaration of Interest.

Members are reminded of their responsibility to declare any personal interests in respect of matters contained in this agenda.

If the interest arises only as a result of your membership of another public body or one to which you have been appointed by the Council then you need only to declare it if you intend to speak.

If the personal interest is a prejudicial interest, you must withdraw from the meeting. Normally you should leave the room before the business starts to be discussed. You do, however, have the same right to speak as a member of the public and may remain in the room to enable you to exercise that right and then leave immediately. In either case, you must not seek to improperly influence a decision on the matter.

3. Question and Answer Session Police.

Reports emailed to Councillors paper copies available questions to be tabled.

4. Public Participation – Chairman.

- Mr JM Glynn -Claytonfield application to purchase land by Back Lane Woods
- Cunnery Meadow Play Area – Concerns regarding maintenance of equipment and H & S issues
- Letter from CLW Community Centre Management Committee
- Letter from War Memorial Committee

5. Resident –Land Application.

Done

6. To approve the Minutes of the Ordinary Parish Council Meeting held on Monday 18th May 2015 and 28th May 2015 (copies attached).

7. To approve the minutes of the Annual Parish meeting on 27th April 2015.

Revised copy available Chairman to check

8. To approve the minutes of the Annual General Meeting on 18th May 2015.

Chairman to explain exclusion of Bowling Club Committee and CLW Management Committee if not already done so.

9. To receive the draft minutes of the Finance and Staffing Committee and the Play and Leisure Committee

10. Clerk's Report for information only.

- Clayton Hall landfill Site – No meeting
- Water Board Carr Brook reported and inspected
- Play Area H&S work reported and undertaken by Chorley Council- Still awaiting most recent Inspection Reports to chase Sean Blake
- Manor Road Sign reported to LCC awaiting response

11. Newsletter and Website Development

Propose meeting of Communications Committee date to be arranged.

12. Parish Councillor vacancy (West Ward) (Chairman to Advise)

- 13. Report from the Play, Leisure and Welfare Committee meeting held on 26th May 2015. (Chairman Councillor S Cross)**
Immediate Independent Inspection of all Play areas in order to draw up a plan of action (before summer holidays) Royal Institute for the Prevention of Accidents who train Chorley Council Inspectors
- 14. Report from Finance, Staffing and Buildings Committee meeting held on 28th May 2015 (Chairman Councillor S Fenn)**
- 15. Report from the PACT Meeting held on 10th June 2015. (Councillors S Fenn, M Clifford and D Rogerson)**
- 16. Report from SLCC Branch Meeting held on 5th June 2015 (Clerk)**
Very informative Wheel Park to be investigated Euxton PC very positive participation and crime reduction figures minimum cost around £50,000.00
- 17. Heritage Garden Proposal for the erection of railings next to the steps**
Councillor R Boyd. (Cost?? Shared by Chorley and PC??)
- 18. North West in Bloom Competition Thursday 16th July 2015**
Councillor E Whiteford (Environment Committee to meet)
- 19. New Councillor Training 11th July 2015 and 25th July 2015 at £33.00 and £30.00 each (Total £189.00)**
(To be attended by Councillors J Cronshaw, M Mayson and C Bromilow)
- 20. Annual Parish Audit – Written Report from Internal Auditor Mr Alan Platt (Chairman) Letter of thanks sent and fee paid.**
Questions/Queries
- 21. Declaration of Annual Governance Statement for Audit (Clerk)**
Reviewed by Finance Committee to be signed on behalf of PC by Chairman
- 22. Community Infrastructure Levy (CIL) update (Predecessor 106 Monies) Chairman.**

23. Bedrock Landscape Limited – Watering Account (Chairman).

Invoice No. 093 Watering of hanging baskets £120.00

Invoice No. 094 Collection of Standpipe £120.00 (**Total £240.00 inc. VAT**)**Late Accounts**

1. Play Week Insurance
2. Westwood Primary School Grant Arts Project £250.00
3. Clayton Brook School Grant Arts Project £230.00
4. Chorley Council Log Roll Planting by Pines Preston Road £144.00
5. Plantscape Ltd 46 hanging baskets and two planters (3 year Contract) £1,500.00
6. Reissue Donation Cheque to Clayton Brook ladies Fellowship Group £100.00

24. To approve the Following Accounts for Payment:-

Cheque No.	June/July 2015 Accounts:-	£
N/A	Lengthsmen (6no.) Salary (June/July 2015) Paid by Standing Order	1248.00
N/A	Employee (1) Salary (June/July 2015) Paid by Standing Order	2336.10
004760	HMRC (NI and Tax) for May 2015	281.96
004761	HMRC (NI and Tax) for June 2015	281.96
004762	Employee (1) Expenses April – June 2015	95.17
004763	LCC. Clayton Green Library meeting room hire	30.00
004764	Lancashire County Training Partnership (New Councillors Workshop) Module 1 and 2	189.00
004765	Zurich Municipal Annual renewal of parish insurance (Approved 3 year deal)	1794.72
004766	Rytetype Business Supplies replacement toner	30.67
004767	Bedrock Landscapes Ltd – Standpipe hire and return	120.00
004768	Bedrock Landscapes Ltd – Watering of baskets 2.5 hours x 2 people	120.00
004769	DWG (NW) Limited Flowerbed Clayton Brook Road, and summer maintenance	638.40
004770	DWG (NW) Limited Routine Mowing Parish Sites	215.40
Total Expenditure <i>without</i> late Accounts		£7,485.38

25. 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/>

- 15/00468/ADV. Installation of 1 no. externally illuminated fascia sign. The Lord Nelson Radburn Brow.
- 15/00437/FUL. Section 73 application to vary condition 3 of planning permission 9/95/00201/FUL (Planning Inspectorate reference T/APP/D2320/A/96/262790/P8) to "no more than 55 children shall be in attendance at the nursery at any one time" (retrospective). The Little Acorns Nursery 34 Sheep Hill Lane.
- 15/00459/FUL. Erection of external lift and associated access ramps to existing bungalow, landscape garden following demolition of existing garage. 19 Back Lane.
- 15/00502/FUL. Erection of a two storey side and rear extension incorporating first floor terrace areas and erection of an attached garage to the front of the property with bedroom accommodation over. Hill Crest Wigan Road.
- 15/00516/FUL. Erection of single storey side extension and front porch 71 Manor Road.

Late Planning Applications – Tablet Computer Available

- 15/00499/LATEN. The Dog Inn, Chorley old Road (25/07/2015) 12noon to 23.00
- 15/00521/FULMAJ. Section 73 application to vary condition 12 (Code for sustainable homes) attached to planning approval Reference 14/00560/FULMAJ. Formerly Burrows (Grass Machinery) Limited Wigan Road.

26. Correspondence. DONE

- Letter from War Memorial Committee (Chairman)
- Email from Clayton-le-Woods Parish Centre Management Committee (Chairman)

27. To agree the monthly Press Release (Communication Committee)???
To think about validity of agenda item as promote council when we need to do so.

28. Dates for Next Meetings

Next ordinary parish meeting is to be held on Monday 24th August 2015 at 7.30pm at Clayton Green Library.

No scheduled ordinary parish meeting during July 2015. Any urgent matters are to be directed to the Clerk (contact details on heading) and/or the Chairman – Councillor Alan Cullens (alan.cullens@chorley.gov.uk).

Proposals for Committee Meeting Dates:-

(Chairman) 4 meetings for each committee to be scheduled after the summer break **with the exception of Management Committee**

Dates to Note

- Carr Brook Trim Trail Meeting on Tuesday 16th June 2015 at 10.00am at Birch Field entrance.
- Britain in Bloom Chorley Judging week commencing 13th July 2015
- North West in Bloom Clayton-le-Woods Parish Judging on Thursday 16th July 2015.

