

# CLAYTON-LE-WOODS PARISH COUNCIL

## MINUTES OF THE ORDINARY MEETING HELD ON MONDAY 16<sup>th</sup> MAY 2016 AT CLAYTON GREEN LIBRARY AT 7.30 PM

**PRESENT:** Councillor Mr R Ormston (Chair)  
Councillor Mrs R Boyd  
Councillor Mrs C Billouin  
Councillor Ms C Bromilow  
Councillor Mr M Clifford  
Councillor Ms J Cronshaw  
Councillor Mr S Cross  
Councillor Mr S Fenn  
Councillor Mrs G Ormston  
Councillor Mr D Rogerson  
Councillor Mrs E Whiteford  
Councillor Mrs A Whitham

**IN ATTENDANCE:** Mrs TD Morris (Clerk)

**MEMBERS OF THE PUBLIC:** 3

### 7572 APOLOGIES

Apologies were received from Councillors Mrs G Charlesworth and Mrs M Cullens.

### 7573 DECLARATION OF INTEREST

There was no declaration of interest.

### 7574 PUBLIC PARTICIPATION

There was no public participation during the meeting.

### 7575 REPORT FROM POLICE AND PACT MEETING

All the members received the PACT meeting report which is available on 'In the Know' website [www.stayintheknow.co.uk](http://www.stayintheknow.co.uk)

It was noted that the next Clayton and Whittle PACT meeting would be held on Wednesday 8<sup>th</sup> June at 7.00pm at CLW Community Centre.

### ACTION

Clerk

**7576 MINUTES OF ORDINARY PARISH COUNCIL MEETING HELD ON MONDAY 18<sup>th</sup> APRIL 2016.**

It was **RESOLVED** to accept the minutes of the ordinary parish meeting held on 18<sup>th</sup> April 2016 and was duly signed by the Chair on behalf of the council.

**7577 MEETING REPORTS**

**Parish Council Training Wednesday 20<sup>th</sup> April 2016**

It was noted that the session was well attended and a number of issues were debated and would be actioned in due course.

**Annual Parish Meeting Monday 25<sup>th</sup> April 2016**

The meeting was held at Clayton Brook Village Hall with a more informal format. It very well attended and supported by the local cubs and scouts. The Chair thanked Councillor Jean Cronshaw on behalf of the council for standing in as Acting Chair at such short notice.

**Walkthrough Clayton Brook Centre Thursday 28<sup>th</sup> April 2016**

The walkthrough was attended by Councillors C Billouin and C Bromilow and the Clerk. It was reported that a number of issues were identified in the parish play area and the local pathways which would be rectified by Chorley Council in due course.

**Clayton Cup Thursday 12<sup>th</sup> May 2016**

The event went smoothly and was attended by Councillors J Cronshaw, C Billouin and D Rogerson. The Clerk sent a letter of thanks to Active Nation for leading the event.

**7578 COMMITTEE REPORTS**

**The following Committee Reports were accepted:**

- Management Committee Minutes dated 13<sup>th</sup> April 2016
- Finance Committee Minutes dated 18<sup>th</sup> April 2016

**7579 ONGOING REVIEW OF PARISH STANDING ORDERS**

In light of the training session it was proposed that the Management Committee make appropriate revisions to the parish standing orders and oversee the code of conduct document.

It was agreed that the Management Committee meet as soon as was practicable to make the revisions to the standing orders and code of conduct which would be tabled for ratification at

**MGT**

the next full parish council meeting.

**7580 SUBSIDISED BUS SERVICE UPDATE**

Councillor M Clifford reported that the 114 subsidised bus service would probably lose its funding in the next financial year. It was proposed that the 114 bus service could be kept running in some form with co-operation from the local parish councils and the neighbouring borough councils.

It was agreed that Councillor M Clifford would investigate the issues and report back with his findings in due course.

Cllr M Clifford

**7581 QUEENS COMMEMORATIVE MEDALS**

It was reported that there was a surplus of some 200 medals. It was proposed that the medals be sent back to the supplier if at all possible. If not the council would distribute the medals to a deserving section of the community.

Clerk

**7582 RATIFICATION OF ASSET REGISTER 2015/16**

It was reported that there was work to be completed regarding the Asset Register and this would be tabled at the next full parish council meeting.

Clerk

**7583 ACCOUNTS FOR PAYMENT**

The parish council were informed that the Chairman and the Clerk checked and countersigned all the receipts/invoices, salaries and HMRC payments prior to the full parish council meeting.

It was **RESOLVED** to approve the following accounts for payment: -

<u>Cheque No.</u>	<u>Accounts for May 2016</u>	<u>£</u>
N/A	Lengthsmen (6no.) Salary (May 2016) Paid by Standing Order	691.20
N/A	Employee (1) Salary (May 2016) Paid by Standing Order	1,447.77
N/A	O2 Council Phone Charge	36.47
004877	HMRC (NI and Tax) for March and April 2016 (employers NI Excluded in	

	March)	620.48
004876	Mr Alan Cullens Chairman's Expenses 2015/16	250.00
004869	LCC Room Hire costs for April 2016	40.00
004870	Tower Mint Ltd. 1,593 x Queen's 90 <sup>th</sup> Birthday Medals	3,813.08
004871	DWG (NW) Ltd Routine Mowing of Parish Sites (1)	139.20
004872	DWG (NW) Ltd Routine Mowing of Parish Sites (2)	139.20

**Total Expenditure *without* late  
Accounts      £7,177.40**

**Late Accounts**

004873	Inprint Solutions. Certificates for the Clayton Cup	28.00
004874	John Harrison Sports Limited. Medals for Clayton Cup	47.60
004875	Chorley Council. Provide and fit 2no. Waste Bins on Gough Lane Play Area	300.00

**Total Expenditure *with* late Accounts      £7,553.00**

**INCOME**

	Councillor E Whiteford Payment for Commemorative Medals	19.90
	Councillor J Cronshaw Payment for Commemorative Medals	6.97

**Total Income      £ 26.87**

#### **7584 PLANNING APPLICATIONS**

1. **16/00356/FUL.** Erection of two storey side extension. LFP Consultants Legacy House. 407 Preston Road.

It was **RESOLVED** to make to comment on the following Planning Application: That it is hoped that the extension is in keeping with the age and architecture of the building.

2. **16/00335/FUL.** Erection of two storey Extension (amendment to application 13/00976/FUL). 461 Preston Road.

It was **RESOLVED** to make to comment on the following Planning Application: That the amended application does not impede on the light and privacy of its neighbour.

#### **7585 CONFIDENTIAL ITEMS**

There were no items deemed confidential.

#### **7586 DATE OF NEXT ORDINARY PARISH MEETING**

It was **RESOLVED** that the next ordinary parish council meeting is to be held on **Monday 20<sup>th</sup> June 2016** at Clayton Green Library at 7.30pm following on from the Annual Parish Council Meeting at 7.15pm.

#### **7587 DIARY DATES**

- Management Committee Meeting Monday 23<sup>rd</sup> May 2016
- Finance Staffing and Buildings Committee Wednesday 1<sup>st</sup> June 2016
- Parish Walk to concentrate on East Ward Saturday 11<sup>th</sup> June 2016
- 2<sup>nd</sup> Date parish walk 18<sup>th</sup> June 2016
- 3<sup>rd</sup> Date parish walk 25<sup>th</sup> June 2016