

**CLAYTON-LE-WOODS PARISH COUNCIL**

**MINUTES OF THE ORDINARY PARISH MEETING  
HELD ON MONDAY 17<sup>th</sup> APRIL 2023 7.30PM  
AT THE PARISH COUNCIL COMMUNITY MEETING ROOMS/OFFICE**

**PRESENT:** Councillor Mr P Gabbott (Chairman)  
Councillor G Charlesworth  
Councillor Mr M Clifford  
Councillor Mr D Clough  
Councillor Mrs S Edwards-Williams  
Councillor Mrs L Farnworth  
Councillor Ms J Cronshaw  
Councillor Mr S Lowe  
Councillor Mr S Maddock  
Councillor Mrs G Ormston  
Councillor Mr N Whitham (10)

**In Attendance:** Mrs TD Morris (Clerk)  
Mrs L Gallagher (Administrative Assistant)

**ACTION**

**8633 WELCOME**

All the participants were welcomed to the meeting.

**8634 APOLOGIES**

There were no apologies received from Councillor C Billouin, J Cronshaw and D Rogerson who had stood down at the elections. Councillor D Dowrick had also not sent in her apologies.

The Chairman wished to thank Councillors C Billouin, J Cronshaw and D Rogerson for their long years of service and dedication to the community of Clayton-le-Woods. Councillor L Farnworth was also standing down and she was thanked for her service and wished well for the future.

A letter of thanks would be sent out to the Members.

**8635 DECLARATION OF INTEREST**

Councillor M Clifford as Lancashire County Councillor and Governor at Cuerden Valley Trust Councillor N Whitham as Chorley Councillor on the Planning Committee.

**8636 MINUTES OF ORDINARY PARISH COUNCIL MEETING HELD ON**

**Chairman's Signature**.....



**MONDAY 20<sup>th</sup> MARCH 2023**

It was RESOLVED that the minutes of the Ordinary Parish Meeting held on Monday 20<sup>th</sup> March 2023 were deemed correct and were duly signed by the Chairman.

**8637 MATTERS ARISING (CLERKS AND ADMIN ASSISTANT REPORT)**

Both reports were received with thanks.

**Lengthsmen - Litter Picking Bags**

Councillor G Charlesworth proposed that a specific tie could be purchased which could distinguish the Parish Council bin bags from potential fly tipping. It was agreed to investigate this proposal alongside the Chorley Council and named bin bags. The Clerk would report back in due course.

Clerk

**8638 REPORTS**

**1. Summer Fair Working Group Report 22<sup>nd</sup> March 2023 (To Follow)**

There was a verbal report of the ongoing planning for the Summer Fair.

It was noted that the title of the 'Savoury Faggot Flinging Contest' be clearly adhered to. Secondly that all parking avenues be explored so that there would be less pressure on Manor Road.

AA

**2. Communications Committee on Wednesday 5<sup>th</sup> April 2023**

Councillor L Farnworth gave a verbal report regarding the newsletter and the costs involved.

**2.1 Summer Newsletter 2023 (Cost of Newsletter shared delivery £3810 +VAT)**

It was RESOLVED that the newsletter contract be awarded at a cost of £3810 +VAT.

It was requested that the Contractor be contacted to confirm the arrangements.

Clerk

**3. The Lancashire Wildlife Trust Annual Report**

The Annual report was received and noted with thanks. It was requested

Chairman's Signature.....



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that the report be more factual with bat and bird surveys included and carbon capture data to be included.

It was requested that the Lancashire Wildlife Trust be informed of the possible additions to the annual/quarterly reports.

AA

**4. Lengthsmen Update**

The Clerk informed the Members that she had been in contact Lisieux Hall and made some progress. It was confirmed that four of the Lengthsmen were working, however, there was still one of them who was unable to work due to the lack of the provision to get him to the work place.

It was requested that the Clerk write a letter to Lisieux Hall to arrange for a meeting if necessary to pursue the matter.

Clerk

There was a proposal to exclude press and public due to the staff issues to be discussed

It was RESOLVED to exclude press and public and have the following item deemed confidential.

**5. Lancashire Pension Fund Additional Voluntary Payments (AA) Permission Required.**

This was deemed a confidential Item.

**6. Bowling Green Update (Independent Greenkeeping costs £2000 per season plus materials) Plus Vandalism on Bowling Green (Gates)**

The Members were informed that the previous Greenkeeper had given up his duties. A new Greenkeeper has been found. The fee for the year excluding materials was £2000 which could be broken down into monthly payments.

It was agreed to engage the new Greenkeeper at the present time. It was requested that Councillor M Clifford would approach Chorley Council to find out whether the bowling green could be maintained by them in the long term.

MC

Chairman’s Signature.....



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**7. SPID Installation Update (£15753.60 Plus £594.00 Repair)**

It was proposed by Councillor M Clifford that the whole amount be paid and that the ongoing issues be resolved under the warranty.

A vote was taken and this proposal was defeated.

A second proposal was to pay for the working SPIDs and pay for the repair of the vandalised SPID.

A Vote was taken and

It was RESOLVED to pay for the SPIDs that were working and pay for the vandalised SPID and have it returned as soon as was practicable.

Clerk

**8639 Commemorative Coronation Coins – Volunteer(s) for Distribution to Local Schools**

It was reported that the local schools had given three days w/c 1<sup>st</sup> May 2023 where the commemorative coins could be distributed. Councillors Edwards Williams, S Lowe and S Maddock volunteered to distribute the coins to the children alongside the Administrative Assistant.

**8640 ACCOUNTS FOR PAYMENT**

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

**1. Payments March/April 2023**

Voucher	Date	Bank	Description	Supplier	VAT Type	Net	VAT	Total
415	22/03/2023	Virgin Money	Counselling Service	Sarah Tinsley Counsell	Z	150.00		150.00
416	22/03/2023	Virgin Money	Utility Bill	Water Plus	Z	14.08		14.08
416	22/03/2023	Virgin Money	Utility Bill	Water Plus	S	4.36	0.87	5.23
420	31/03/2023	Virgin Money	Donation	Royal British Legion	Z	-20.00		-20.00
421	31/03/2023	Virgin Money	Food Parcel	Westwood Primary Sch	Z	-145.00		-145.00
<b>Total</b>						<b>3.44</b>	<b>0.87</b>	<b>4.31</b>

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Voucher	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
1	Virgin Money		Maintenance	Kevin Bond	Z	800.00		800.00
2	Natwest Bank	D/D	Website/Email Manager	Easy Websites	S	81.00	16.20	97.20
3	Natwest Bank	S/O	Salary	Lengthsmen JI	E	130.80		130.80
4	Natwest Bank	S/O	Salary	Lengthsmen DH	E	218.00		218.00
5	Natwest Bank	S/O	Salary	Lengthsmen DM	E	261.60		261.60
6	Virgin Money	S/O	Salary	Employee 01	E	1,722.67		1,722.67
7	Natwest Bank	D/D	Pension	LCC Pension Employee	E	899.86		899.86
8	Natwest Bank	D/D	Phones/Broadband	O2	S	6.07	1.21	7.28
9	Virgin Money	S/O	Salary	Lengthsmen ME	E	348.80		348.80
10	Virgin Money	S/O	Rent/Room Hire	Chorley Self Storage Lt	S	73.33	14.67	88.00
11	Virgin Money	S/O	Salary	Employee 02	E	1,036.08		1,036.08
12	Virgin Money	D/D	Phones/Broadband	Three Business Service	S	7.50	1.50	9.00
13	Virgin Money	D/D	Phones/Broadband	BT	S	49.59	9.92	59.51
14	Virgin Money	S/O	Salary	Lengthsmen CD	X	87.20		87.20
15	Virgin Money	B/T	CLWBG Monthly Rent	MRE Belbroughton Ltd	X	49.00		49.00
16	Virgin Money	B/T	Annual Membership	NALC/LALC	Z	1,383.98		1,383.98
17	Virgin Money	B/T	Management Fee Back L	The Lancashire Wildlife	S	3,950.00	790.00	4,740.00
18	Virgin Money	B/T	Office Cleaning	Diamond Domestic	S	64.00	12.80	76.80
19	Virgin Money	B/T	CLW Bowling Green Mair	Growing Solutions Limit	S	440.00	88.00	528.00
19	Virgin Money	B/T	CLW Bowling Green Mair	Growing Solutions Limit	S	98.00	19.60	117.60
19	Virgin Money	B/T	CLW Bowling Green Mair	Growing Solutions Limit	Z	120.00		120.00
20	Virgin Money	B/T	Emergency Lighting Test	Direct 365Online	S	120.00	24.00	144.00
21	Virgin Money		Utility Bill	Eon	L	40.52	2.03	42.55
22	Virgin Money		Meadow and Link Bridge	Cuerden Valley Trust	Z	17,500.00		17,500.00
23	Virgin Money		Annual Alarm Check	Castle Alarms	S	135.17	27.03	162.20
24	Virgin Money	B/T	SPID Repair	Traffic Technology Ltd	S	420.00	84.00	504.00
24	Virgin Money	B/T	SPID Repair	Traffic Technology Ltd	S	75.00	15.00	90.00
<b>Total</b>						<b>30,118.17</b>	<b>1,105.96</b>	<b>31,224.13</b>

The following receipts were noted:

**2. Receipts March 2023**

Voucher	Date	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
79	20/03/2023	Natwest Bank	B/T	Bank Interest	Natwest Bank	X	18.22		18.22
89	20/03/2023	Virgin Money		Summer Fair	Halewood	Z	300.00		300.00
99	22/03/2023	Virgin Money	B/T	Refund	Running Imp Limited	Z	2,494.80		2,494.80
100	01/03/2023	Virgin Money		Bank Interest	Virgin Money	Z	17.91		17.91
101	31/03/2023	Virgin Money	CASH	Summer Fair	Scott Parkinson	Z			
<b>Total</b>							<b>2,830.93</b>		<b>2,830.93</b>

Chairman's Signature.....



## 8641 PLANNING APPLICATIONS

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

1. Application no: 23/00231/TPO Case Officer: Bill Whisker - 01257 515642  
Ward: Clayton West And Cuerden Proposal: Application for work to a protected tree - Chorley BC TPO 6 (Clayton-le-Woods) 1982: Horse Chestnut - Pruning of branches overhanging into the garden of 11 Stonehouse Green.  
Location: 22 Pear Tree Road, Clayton-Le-Woods, Chorley, PR6 7JP

2. Application no: 23/00276/FULHH Proposal: Single storey side/rear extension attached to existing double garage and conversion of double garage to habitable accommodation Location: 20 Cam Wood Fold Clayton-Le-Woods Chorley PR6 7SD

3. Application no: 23/00274/MNMA Case Officer: Mr Iain Crossland - 01257 515903 Ward: Clayton West And Cuerden Proposal: Minor non material amendment to planning permission ref:20/00377/FULMAJ (Erection of 115 dwellings with associated parking, landscaping, drainage, pump station, layout of roads and footways and other associated works) for the removal of the pump station and addition of a substation Location: Land Adjoining Cuerden Residential Park, Nell Lane, Cuerden

4. Application no: 23/00278/DIS Case Officer: Eleanor McCleary - 01257 515176 Ward: Clayton West And Cuerden Proposal: Application to discharge condition no.5 (tree protection measures) attached to planning permission ref: 22/00056/FULHH (Single storey side/rear extension (following demolition of existing conservatory) Location: 7 Windflower Drive, Clayton-Le-Woods, Leyland, PR25 5RG

5. Application no: 23/00305/MNMA Case Officer: Mr Iain Crossland - 01257 515903 Ward: Clayton West And Cuerden Proposal: Minor non material amendment to planning permission ref: 21/01163/FUL (Erection of two detached dwellings) involving provision of enclosed glazing to the first floor balcony Location: Green Bank House, Wigan Road, Clayton-Le-Woods, Leyland, PR25 5SB.

6. Application no: 23/00302/NOT Case Officer Chris Smith - 01257 515223 Ward Clayton West And Cuerden Proposal: Notification of intention to install 1no. 13m wooden pole and 1no. 9m wooden pole for the provision of fixed line broadband electronic communications apparatus  
Location: Whittle GP Surgery 239 Preston Road Clayton-Le-Woods Chorley PR6 7PY

7. Application no. 23/00236/FUL Case Officer Mrs Hannah Roper - 01257 515230 Ward Clayton West And Cuerden Proposal Erection of industrial building with associated external works, car parking and landscaping.

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Location: Glen Stafford Ltd Unit 1 Thorntrees Business Park Wigan Road  
Clayton-Le-Woods Leyland PR25 5SB.

**8642 CORRESPONDENCE**

Invitation to be a Member of the Lancashire Partnership Against Crime (LANPAC)

After due discussion it was agree not to take up the Membership.

**8643 DATE OF NEXT MEETING**

The next full parish council meeting is proposed to be held on Monday 15<sup>th</sup> May 2023 at 7.30pm at the Parish Council Community Meeting Room 239A Preston Road, Clayton-le-Woods, Chorley PR6 7PY.

The Annual General Parish Meeting is scheduled for Monday 15<sup>th</sup> May 2023 at 7.00pm at the Parish Council Community Meeting Rooms.

- War Memorial Committee Meeting 24<sup>th</sup> April 2023 at 7.00pm
- Communications Committee Meeting date to be arranged.
- Play and Leisure Committee Meeting date to be arranged
- Finance Committee Meeting Tuesday 6<sup>th</sup> June 2023 at 7.00pm
- Environment Committee Meeting date to be arranged

Chairman's Signature.....