

Clayton-le-Woods Parish Council

Clerk to the Council: Mrs Tracy Morris
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7th November 2015

Dear Councillor,

You are hereby summoned to attend the Ordinary Meeting of the Parish Council to be held on Monday 16th November 2015 at Clayton Green Library at 7.30pm.

Please note that photographs will be taken of individual Councillors at the meeting for the inclusion in the Parish Newsletter.

Yours sincerely,

Mrs Tracy Morris
Clerk to the Council

AGENDA

- 1. To receive apologies.**
- 2. Declaration of Interest.**
- 3. Question and Answer Session Police.**
Reports emailed to Councillors prior to meeting - paper copies available
- 4. Public Participation (Chairman)**
- 5. To approve the Minutes of the Ordinary Parish Council Meeting held on Monday 19th October 2015 (copy attached).**

6. Draft Committee Minutes for Information Only.

Play leisure and Welfare Committee held on 28th September 2015
Management Committee held on 28th September 2015
Environment Committee held on 5th October 2015
Communications Committee held on 12th October 2015
Finance Staffing and Buildings Committee held on 19th October 2015

7. GENERAL REPORTS

Clerk's Report for information only. (Matters Arising)

- Spring Meadow Pond Project
- Lengthsmen's Pension
- Update regarding Tree Work (56 Watkin Road and 11 Stonehouse Green)
- Renewal of Tenancy Agreement (July 2016) between CLW Community Bowling Club/Marsden's Brewery/CLW Parish Council
- Parish Council Phone Contract (Councillor A Cullens)

Report from the Monthly PACT meetings.

(Councillor M Clifford, Councillor S Fenn and Councillor D Rogerson)

Report on Planning Training held on Monday 2nd November 2015.

attended by Councillors J Cronshaw and C Bromilow

Report from the Annual Remembrance Service held on Sunday 8th November 2015. (Councillor E Whiteford)

Report on "Parish Walk" held on Saturday 31st October 2015.

Parish Council annual review the Parish Assets and Amenities
(Councillor A Cullens)

Report on Finance Staffing and Buildings Committee Meeting held on Monday 9th November 2015. (Councillor S Fenn)

8. FINANCIAL REPORTS

External Audit Annual Return for 2014/15.

Audited Return and External Auditors Report for Ratification by Parish Council (Clerk/RFO)

Budgetary Planning 2016/17. (Councillor A Cullens)

Proposal for Budget Planning Meeting on Monday 30th November 2015

Parish Council Reserve Policy.

Recommendation of Finance Staffing and Buildings Committee for Ratification by full council

Management Committee Report.

- Spring Bedding Approval to log roll at Pines Roundabout (£275.00+VAT)
- Christmas tree 2015 (Electrification and Permanent Concreted Base Holder £1000 +VAT) Total Budget estimate around £2000 +VAT
- Management Committee have deferred powers during the Christmas Period as agreed in terms of reference

9. Accounts for Payment.

Each account has been checked and countersigned by the Clerk and the Chairman prior to the meeting.

Late Accounts List (To be tabled at Meeting)

Cheque No.	November 2015 Accounts:-	£
N/A	Lengthsmen (6no.) Salary (November 2015) Paid by Standing Order	643.20
N/A	Employee (1) Salary (November 2015) Paid by Standing Order	1168.05
004819	HMRC (NI and Tax) for October 2015	281.96
004820	DWG (NW) Ltd (October 2015) Routine Mowing / Autumn hedge Cutting, Bankside	320.40
004821	DWG Landscapes Ltd (October 2015) Bed maintenance / Spring bedding 2 sites	874.80
004822	Johnston Publishing Public Notice for Remembrance Sunday (War Memorial Committee)	98.88
004823	Rytetype Business Supplies Toner x 2 Printers	78.41
Total Expenditure <i>without</i> late Accounts		3,465.70

10. 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/>

Late Planning Applications (To be tabled at the meeting)

15/01045/TPO. Tree Group G4, crown raise to 3 metres, remove branch from oak tree nearest to the property (still within G4) back to main stem. 28 Lancaster Lane. **Forwarded to Tree Warden for Comment.**

15/01044/FUL. Erection of a two storey side extension. Part two, part single storey rear extension. Formation of a rear balcony and erection of an attached car port to the front of the property. Hill Crest Wigan Road.

11. Correspondence.

Letter from "Myaware" Charity Re: Donation in remembrance of former Councillor Annie Smith

12. Dates for Next Meetings.

No meetings scheduled during December 2015

The next ordinary parish meeting has been agreed to be held on **Monday 18th January 2016** at 7.30pm at Clayton Green Library.

Proposed Committee Meetings Dates:

- FSB Committee – Monday 18th January 2016
- PLW Committee - Monday Wednesday 13th January 2016
- Environment Committee - Monday 4th January 2016
- Communications Committee – Monday 11th January 2016
- Management Committee – Wednesday 6th January 2016