

Clayton-le-Woods Parish Council

Clerk to the Council: Mrs Tracy Morris
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13th November 2017

Dear Councillor,

You are hereby summoned to attend the Ordinary Meeting of the Parish Council to be held on Monday 20th November 2017 at Manor Road School Annexe at 7.30pm.

Please can all Councillors return their completed Register of Interests Form to me at the meeting if you have not already done so.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Tracy Morris', is written over a faint, light-colored signature line.

Mrs Tracy Morris
Clerk to the Council

Agenda

1. To receive and accept apologies.
2. Declaration of Interest.
3. Public Participation – Chair.
4. To approve the Minutes of the Ordinary Parish Council Meeting held on Monday 16th October 2017 (copy attached).

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

6. Committee Reports

1. Finance & Staffing Committee meeting held on 2nd November 2017

Purchase of Christmas Tree DMV Lighting £5,500 (Max Cost)
Budget Review 2nd Quarter

2. Management Committee meeting held on 2nd November 2017 October 2017

CLW Community Centre Update
Staffing Appointment Update

3. Environment Committee Meeting held on 20th November 2017

Proposal to undertake urgent tree felling under H&S (Tree No. 4
Dangerous £500.00)

4. Play and Leisure Committee

Gough Lane Play Area Update
Members Christmas Hamper Donation to Food Bank (Cllr J Norris)

5. Communications Committee

Review of Newsletter Distribution
Business Cards for Members and Clerk

7. Lengthsman Resignation

Resignation of Jamie Hatch and Proposal to Transfer Hours to Michael
Eccles with effect from 1st December 2017 (Neutral Cost)

8. Annual External Financial Report from Whittle-le-Woods and Clayton-le-Woods Memorial Committee (For Information)

9. Accounts for Payment.

Each account has been checked and countersigned by the Chairman prior to the meeting. All accounts include VAT where applicable.

Late Accounts List (To be tabled at Meeting)

Chg No.	<u>November 2017 Accounts: -</u>	£
N/A	Lengthsmen (6no.) Salary (November 2017) Paid by Standing Order	720.00
N/A	Employee (1) Salary (November 2017) Paid by Standing Order	1334.40
D/D	Employee (1) / Employer Pension Contribution October 2017)	418.68
D/D	Easy Websites Ltd. Monthly Hosting, Parish email addresses, Support. November 2017	78.00

D/D	O2 Telefonica Monthly Fee for Parish Phone	40.55
B/T	J Payler Counselling Services 1 x Session	40.00
B/T	Roland Chain Saw Carver. Councillor R Boyd Memorial Bench Deposit	96.00
B/T	Chorley Business Centre Monthly Rental (16 Nov) Partial	195.00
B/T	RCD Leaflet Distribution. Newsletter Distribution	1134.00
0016	Chorley Business Centre Deposit and Licence Fee	450.00
0017	Fenton's. Office Furniture	900.00
0018	Envirocare Grass Cutting of Parish Sites October	606.60
0019	BHA Tree Services Tree Survey and Report Back Lane Woods	690.00
0020	Weldbank Plastics. Bin Bags for Lengthsmen and Parish Tidy Up	83.45
0021	Clerk's Expenses (Microsoft and Avast Security Annual Renewal)	109.98
0022	Councillor R Ormston Reimbursement for A4 Trimmer	34.99
0023	JCB Newsletter Printing 7000 copies	1395.00

Chg No.	December 2017 Accounts: -	£
N/A	Lengthsmen (6no.) Salary (October 2017) Paid by Standing Order	720.00
N/A	Employee (1) Salary (October 2017) Paid by Standing Order	1334.40
N/A	Employee (1) / Employer Pension Contribution September 2017)	418.68
D/D	Easy Websites Ltd. Monthly Hosting, Parish email addresses, Support. December 2017	78.00
D/D	O2 Telefonica Monthly Fee for Parish Phone	40.55
B/T	Chorley Business Centre Monthly Rental (December)	390.00
B/T	Marston's Brewery. The Beaumont OAP Christmas Meal	850.00
0024	GT & GR Gilbert T/a Woods Farm Christmas Trees. Purchase and Delivery of 40ft Norwegian Spruce	1500.00

10. Update on Planning Application for the Proposed Pines Development

11. 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/>.

- 17/01002/FUL. First Floor side extension and front porch. 42A Lancaster Lane.
- 17/01024/TPO. Oak Tree (T7): Remove storm damaged, dead and decaying branches. 20 Maypark.
- 17/01039/ DIS. Application to discharge conditions 4 (facing materials), 5 (boundary treatment), 6 (levels), 8 (estate phasing plan), 10 (highway management), 11 (highway construction details), 13 (site

access details), 15 (surface water drainage details), 20 (invasive species protocol), 23 (landscaping scheme), 26 construction method statement), and 28 (ground investigation details) attached to planning permission 17/00016/FULMAJ for the erection of 13no. houses and garages including associated infrastructure. St Bede's Parish Hall Brownley Street.

- 17/01092/FULHH. Two storey side extension and detached garage. 78 Watkin Road.

12. CORRESPONDENCE

Letter from Resident Regarding Back Lane School Car Park

13. Dates for Next Meetings

1. Proposals for next FPC meetings 5 months and change of venue to be agreed. (All 3rd Mondays) 19th Feb, 19th March, 16th April, 21st May 2018
2. The next full parish council meeting has been proposed to be held on **Monday 15th January 2018 at 7.30pm at the Chorley Business Centre East Centre East Terrace Euxton Lane Chorley PR7 6TE** (map Available)
3. Play Leisure Committee Meeting
Communications Committee Meeting

14. Proposed Diary Dates

- Christmas Tree Switch on Ceremony followed by Entertainment Evening at the Beaumont starting at 6.45pm on Friday 1st December 2017
- OAP Christmas Lunch at the Beaumont Public House on Monday 11th December 2017 at 1.00pm

Chairman's Drink after the FPC meeting at the Beaumont

The chairman wishes to invite all members to join him to celebrate Christmas with a beverage at the Beaumont after the meeting.

Members Christmas Meal Monday 18th December 2017 at 7.00pm at The Ley Inn

Just a reminder that those who wish to attend the Christmas meal that a deposit of £5.00 and your meal choice is due at the meeting.

2 Courses £14.95

3 Courses £16.95