

CLAYTON-LE-WOODS PARISH COUNCIL

**MINUTES OF THE ORDINARY MEETING
HELD ON MONDAY 15th OCTOBER 2018 AT 7.30PM AT
CHORLEY BUSINESS AND TECHNOLOGY CENTRE EUXTON**

PRESENT: Councillor Mr M Clifford (Chairman)
Councillor Mrs C Billouin
Councillor Mrs G Charlesworth
Councillor Ms J Cronshaw
Councillor Mr S Fenn
Councillor Mr P Gabbott
Councillor Mrs M Gallagher
Councillor Ms M Mayson
Councillor Mrs J Norris
Councillor Mrs G Ormston
Councillor Mr D Rogerson

In Attendance: Mrs G Egan (Project Officer)
Mrs TD Morris (Clerk)

ACTION

8002 APOLOGIES

Apologies had been received and accepted from Councillor Ms C Bromilow and Councillor Mrs S Edwards Williams.

8003 Resignation of chairman

The Vice Chairman confirmed that Councillor R Ormston had resigned with immediate effect. An email had been circulated on behalf of the council thanking Councillor R Ormston for his tireless service to the residents of the parish during his time in office and wishing him well for the future.

It was RESOLVED to issue the Chairman's Allowance due to Councillor R Ormston of some £208.33

8004 ELECTION OF CHAIRMAN

Nominations were received from Councillor Mr M Clifford and Councillor Mrs G Ormston.

The votes were cast and counted by the Clerk and the Project Officer. Councillor M Clifford was duly elected as Chairman of the parish council (8 votes to 3 votes 11 in total)

It was RESOLVED that Councillor M Clifford had been elected to be Chairman of the parish council until the parish meeting in May 2019.

8005 CHAIRMAN TO SIGN DECLARATION FORM

The Chairman being duly elected completed the Declaration Form which was witnessed and signed by the Clerk to the Council.

8006 ELECTION OF VICE CHAIR

Due to Councillor M Clifford being elected as Chairman there was a vacancy for the Vice Chairman's role.

Nominations were received from Councillor Mrs G Ormston and Councillor Mr David Rogerson.

Votes were cast and counted by the Clerk and the Project Officer. Councillor David Rogerson was duly elected as Vice Chairman of the parish council (7 votes to 4 votes 11 in total)

It was RESOLVED that Councillor David Rogerson had been elected to be Vice Chairman of the parish council until the parish meeting in May 2019.

8007 DECLARATION OF INTEREST

Councillor M Clifford declared an interest as an associate of the Wildlife Trust. Councillor S Fenn regarding a planning application for his property.

8008 PUBLIC PARTICIPATION

There were no items recorded.

8009 MINUTES OF ORDINARY PARISH COUNCIL MEETING HELD ON 17TH SEPTEMBER 2018

It was RESOLVED that the minutes of the ordinary parish meeting held on the 17th September 2018 should be signed by the Chairman subject to Clayton Brook Hall being correctly stated as Clayton Brook Village Hall.

8010 MATTERS ARISING

A Whitham

It was noted that the Clerk had been in contact with the Mrs Whitham and she thanked the members for all the good wishes. It was requested that Mrs Whitham be approached to become a Tree Warden.

7971 Parking Issues (Bankside to Watkin Road)

It was noted that the parish council were still awaiting a response to the request for a meeting. It was requested that the Clerk continue to chase up the issue.

Clerk

8011 Parish Councillor Vacancies

It was RESOLVED that the clerk contact the Elections Office at Chorley Council and inform them of the two vacancies and await the public notification paperwork.

It was requested that the clerk check on the ceiling for the number of co-opted members allowed on the parish council at any one time and report back in due course.

Clerk

8012 MOTION TO EXCLUDE PRESS AND PUBIC DUE TO COMMERCIALY SENSITIVE INFORMATION

It was RESOLVED to exclude press and public due to the commercially sensitive information being disclosed on item 8005 Update on St John's Club

8013 Update on St Johns Parish Club

Confidential Item

8014 REPORTS

Reports were received and accepted from the following Committees:

Finance Staffing and Buildings held on 24th September 2018

The minutes and the report from the Chairman of Finance was duly noted.

Management Committee held on 24th September 2018

The minutes and the report from the Chairman of the Council was duly noted

Environment Committee held on 2nd October 2018

The minutes and the report from the Chairman of Environment was duly noted.

It was requested that clarification be sought from NALC regarding the protocol to review a Resolution prior to the six month period has elapsed.

Clerk

Communications Committee held on 2nd October 2018

The minutes and the report from the Chairman of Communications was duly noted.

Play and Leisure Committee Held on 11th October 2018

The minutes and the report from the Chairman of the Council was duly noted.

8015 ARRANGEMENTS FOR OAP CHRISTMAS LUNCH 2018

It was reported that the pensioner meal would be held at the Ley Inn Pub at Back Lane on Monday 10th December 2018. There would be up to 100 places available. As in previous years the Lengthsmen, their support staff and the Tree Warden would also be invited.

8016 ARRANGEMENTS FOR PARISH COUNCILLORS CHRISTMAS MEAL 17TH DECEMBER 2018

The Clerk informed the councillors of the arrangements for the Christmas meal and that members and office staff were all welcome to attend.

8017 ACCOUNTS FOR PAYMENT

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

<u>Paym't</u>	<u>October 2018 Accounts: -</u>	<u>£</u>
<u>Method/</u>		
<u>Chq No.</u>		
S/O	Lengthsmen (5no.) Salary Paid by Standing Order (Aug)	751.68
S/O	Employee (1) Salary Paid by Standing Order (Oct)	1,334.40
D/D	Employee (1) / Employer Pension Contribution (Oct)	418.68
B/T	Employee (2) Salary (Oct)	642.43
B/T	Chorley Business and Technology Centre Monthly Office Rental	390.00
D/D	Easy Websites Ltd. Monthly Hosting, Parish email addresses, Support.	78.00
D/D	O2 Telefonica Monthly Fee for Parish Phone	24.34
B/T	BT Business Bill Office Phone and Broadband	58.50
D/D	Three Telephone Monthly Fee Parish Phone (2)	9.00
B/T	HMRC Tax and NI Contributions July 2018	537.42
S/O	Chorley Self Storage Ltd Storage of Property	88.00
B/T	Stately Light Ltd Purchase of Christmas Tree Lights	2,824.80
B/T	St Johns Ambulance 2 x First Aid Kits	48.40
B/T	The Ley Inn Deposit for OAP Meal	200.00
0092	Councillor R Ormston Reimbursement	208.33
0093	John Harrison Sports Ltd 6 x Lasered Plaques	90.00
B/T	Amazon 4 x Apple iPads (32GB)	1,179.96

0094	Weldbank Plastics Co. Ltd Bin Bags for Lengthsmen	73.01
B/T	Britain In Bloom NW Award x 4 Tickets	108.00
0087	Envirocare Grounds Maintenance of Parish Sites	1,400.02
0088	CPRE Annual Subscription	36.00
0089	LALC Good Councillors Guide 2018 Edition x 20	39.29
0090	Mrs G Egan Reimbursement of Expenses	65.25
0091	Councillor D Rogerson Reimbursement of Expenses	37.80

Total Expenditure without Late Accounts £10,643.31

8018 PLANNING APPLICATIONS

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

1. Application no: [18/00846/FULHH](#)
 Proposal: Single storey rear extension and external alterations including new bay window to front elevation (resubmission of application ref: 18/00074/FULHH)
 Location: 9 Radburn Close Clayton-le-Woods Chorley PR6 7RB
2. Application no: [18/00872/CLPUD](#)
 Proposal: Application for a Certificate of Lawfulness for a proposed single storey rear extension
 Location: 11 Leighfield Close Clayton-le-Woods Leyland PR25 5AQ
3. Application no: [18/00901/FULHH](#)
 Proposal: Single storey front and side extension
 Location: 66 Cloughton Avenue Clayton-le-Woods Leyland PR25 5TL
4. Application no: [18/00884/FULHH](#)
 Proposal: Single storey side/rear extension
 Location: 84 Carr Meadow Bamber Bridge Preston PR5 8HS
5. Application no: [18/00900/FULHH](#)
 Proposal: New Balcony on Existing Flat Roof
 Location: Levens Lodge Moss Lane Clayton-le-Woods Leyland PR25 4SE
6. Application no: [18/00910/FULHH](#)
 Proposal: Two storey side extension
 Location: 25 Lancaster Lane Clayton-le-Woods Leyland PR25 5SN
7. Application no: [18/00930/TPO](#)
 Proposal: Application for works to a protected tree: Chorley BC TPO No. 1 (Clayton-le-Woods) 1984 - T7 oak - fell to ground.
 Location: 20 Maypark Bamber Bridge Preston PR5 8JA

The members wished to thank Councillor G Charlesworth for her hard work in reviewing each application in detail.

8019 CORRESPONDENCE

Remembrance Sunday 11th November 2018

All the members were invited to the Remembrance service held at the War Memorial setting off at 2.30pm from Whittle-le-Woods CE Primary School. Councillor C Billouin extended a further invitation to the lighting of a Commemorative Beacon at the Little Quarry at 7.00pm on the same day.

Central Lancashire Consultation on Local Plan Review (Update)

The councillors were directed to the Boundary Commission website where they could look at the proposed boundary changes at Borough and parish level.

Correspondence from Back Lane School Regarding Parking Arrangements (Update)

There was a discussion regarding the implementation of parking charges at Back lane car park.

It was requested the Clerk write to Cuerden Valley Trust to raise the concerns of the parish council of the implementation of the charges.

8020 DATE OF NEXT ORDINARY PARISH MEETING AND FUTURE DATES

It was RESOLVED that the next ordinary Parish Council meeting is to be held on Monday 19th November 2018 at 7.30pm at the Chorley Business Centre.

Committee Meetings

- Communications Committee Tuesday 30th October 2018 at 7.00pm
- Finance Committee Monday 12th November 2018 at 7.00pm
- Environment Committee Meeting Monday 12th November 2018 at 8.00pm
- Management Committee Meeting to be confirmed
- Play and Leisure Committee Meeting to be confirmed