

Clayton-le-Woods Parish Council

Clerk to the Council: Mrs Tracy Morris
10 Birch Field, Clayton-le-Woods, Chorley PR6 7RE
Telephone No. 07715 637345
E-mail: claytonparish08@btinternet.com
www.claytonlewoodsparishcouncil.org.uk

26th August 2016

Dear Councillor,

You are hereby summoned to attend the Ordinary Meeting of the Parish Council to be held on Monday 5th September 2016 at Clayton Green Library at 7.30pm.

Yours sincerely,



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 25th July 2016 (copy attached).**
- 5. To approve the Minutes of the Annual General Meeting held on Monday June 2016 (copy attached).**

6. Reports

- Subsidised Bus Service Committee Update - Councillor M Clifford
- Meeting of Clayton Brook Action Plan Group attended by Councillors C Bromilow, J Cronshaw and the Clerk on 11th August 2016
- Clayton Hall Landfill Site. Neales Waste have issued an open invitation to explain to community representatives the continuing work on the site. (Nominate Representatives)

7. Temporary Closure of Chorley A&E Department the possibility of a new hospital sited in the Clayton Brook area.

8. CLW Bowling Club Licence Agreement Update

9. Parish Website Development Contract

The proposal to award the website contract for one year in the first instance to the recommended contractor at a cost of £750.00 (£500 of that being the set up cost).

10. Land Registry Registration Fee and Surveyors Reports

To clarify ownership of parish council sites and woods and transfer contact information.

11. Committee Reports: -

1. Management and General Purposes meeting held on Thursday 1st September 2016 (Councillor Mr R Ormston Chair)

2. Finance Staffing and Buildings meeting held on Thursday 1st September 2016 (Councillor S Fenn Chair)

3. Environment Committee meeting held on Monday 5th September 2016 (Councillor Mrs G Ormston Chair)

a) Back Lane Woods Management Working Party Report (Copy Attached)

- To note and accept the report
- To agree to refer items for expenditure to the Finance Committee

b) Christmas Tree Working Party (Event Planning to P & L)

12. Accounts for Payment.

Each account has been checked and countersigned by the Clerk and the Chairman prior to the meeting. All payments include VAT.

Cheque No.	Accounts for September 2016	£
N/A	Lengthsmen (6no.) Salary (September 2016) Paid by Standing Order	691.20
N/A	Employee (1) Salary (September 2016) Paid by Standing Order (1% Pay Increase)	1,462.58
4894	Employee (1) Adjustment (Back Pay from 1 st April 2016 to 31 st August 2016) £60.28 Employee (1) Expenses Jun to Sept £18.27	78.55
N/A	O2 Telefonica. Aug to September 2016 parish phone charge Paid by Direct Debit	41.60
4895	HMRC Tax/NI August 2016 (Tax/NI Adjustment from 1 st April 2016)	520.73
4896	Scan International 1x iPad and 1x Key Pad	366.34
4897	1x Pack of File Folders and Black Toner	50.98
4898	LCC 1 x June 2016 and 4 x July 2016 - Room Hire	50.00
	Total Expenditure <i>without</i> late Accounts	£3,261.98

13. 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/>

1. Demolition of existing conservatory and erection of a single storey side extension. 3 Oakmere. PR6 8RP
2. Part removal of existing single storey side extension and erection of two storey side extension. Hollins Farm House Gough Lane. PR5 6AQ

14. Confidential Items

To note if there were any items deemed confidential.

15. Proposed Diary Dates

FSB Committee meeting TBA
Management Committee TBA
Environment Committee TBA
Communications Committee TBA
Play and Leisure Committee 22nd September at 7.00pm

16. Date for Next Full Parish Council Meeting

The next full parish council meeting has been agreed to be held on **Monday 17th October 2016** at 7.30pm at Clayton Green Library.