

Clayton-le-Woods Parish Council

Clerk to the Council: Mrs Tracy Morris
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8th January 2016

Dear Councillor,

You are hereby summoned to attend the Ordinary Meeting of the Parish Council to be held on Monday 18th January 2016 at Clayton Green Library at 7.30pm.

Yours sincerely,

Mrs Tracy Morris
Clerk to the Council

AGENDA

1. **To receive apologies.**
2. **Declaration of Interest.**
3. **Public Participation – Chairman.**
Clayton-le-Woods Scout and Cubs Organiser to discuss Voluntary Work in the community
4. **Reports from Police and PACT meetings.**
Reports emailed to Councillors prior to meeting - paper copies available at the meeting.
5. **To approve the Minutes of the Ordinary Parish Council Meeting held on Monday 16th November and Monday 30th November (copies attached).**
6. **Clerk's Report for information only. (Matters Arising)**

7. Reports:

- AGM Clayton-le-Woods Community Centre held on 18th November 2015 attended by Cllrs A Cullens D Rogerson and Mrs E Whiteford
- Budgetary Planning Meeting held on 30th November 2015 (Chairman)
- Presentation of Art Mark attended by Cllrs A Cullens, Mrs C Billouin,
- M Clifford and D Rogerson on Wednesday 9th December 2015
- SLCC Quarterly Meeting attended by the Clerk on Thursday 3rd December 2015

8. Committee Meetings Update: -

(Draft Minutes to Follow)

1. Finance Staffing and Buildings (Quarterly Update)
2. Environment
3. Play and Leisure
4. Communications
5. Management

9. Setting of Precept for 2016/17

Outline Budget for 2016/17 and Long Term Planning Documents to follow

10. 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)

<u>Cheque No.</u>	<u>December 2015/January 2016 Accounts</u>	<u>£</u>
N/A	Lengthsmen (6no.) Salary (December 2015) Paid by Standing Order	624.00
N/A	Employee (1) Salary (December 2015) Paid by Standing Order	1168.05
0047	HMRC (NI and Tax) for November 2015	281.96
N/A	Lengthsmen (6no.) Salary (January 2016) Paid by Standing Order	624.00
N/A	Employee (1) Salary (January 2016) Paid by Standing Order	1168.05
004831	HMRC (NI and Tax) for December 2015	281.96
004832	Carvers Trees (1 x Christmas Tree for Library)	55.00
004833	DWG Landscapes Ltd. Tidy of 3 Tier Planer at Asda Roundabout	24.00
004834	Chorley Borough Council. Annual Charge for Emptying Dog Waste Bins	430.74
004835	LCC Room Hire. November 2015	30.00
004836	John Harrison Sports Ltd. CLW Badges and Wall Plaque for Parish Christmas Tree	50.00
Total Expenditure <i>without</i> late Accounts		£4,737.76

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/>

12. Correspondence.

- Letter from Resident regarding the Memorial Garden (Master Plan)
- LALC - Chairman's Nomination to Queen's Garden Party
- Concerns raised regarding Clayton Hall Landfill Site (Chairman)

13. Proposed Committee Meetings Dates: -

FSB Committee Wednesday 10th February 2016

PLW Committee Wednesday 16th March 2016

Environment Committee Wednesday 16th March 2016 **to follow** PLW Committee

Communications Committee Monday 14th March 2016

Overall Committee Structure and Membership to be reviewed at the Annual General Meeting on Monday 16th May 2016

14. Date for Next Full Parish Council Meeting

The next full parish council meeting has been agreed to be held on **Monday 15th February 2016** at 7.30pm at Clayton Green Library.