

Clayton-le-Woods Parish Council

Clerk to the Council: Mrs Tracy Morris
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5th March 2015

Dear Councillor,

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

Yours sincerely,

Clerk to the Council

Agenda

Declarations of any interest: Members are reminded of their responsibility to declare any personal interests in respect of matters contained in this agenda. If the interest arises only as a result of your membership of another public body or one to which you have been appointed by the Council then you need only to declare it if you intend to speak. If the personal interest is a prejudicial interest, you must withdraw from the meeting. Normally you should leave the room before the business starts to be discussed. You do, however, have the same right to speak as a member of the public and may remain in the room to enable you to exercise that right and then leave immediately. In either case, you must not seek to improperly influence a decision on the matter.

1. To receive apologies.
2. Acting Chairman: Update by Councillor Dave Rogerson
3. To receive a report from the Police.
4. To approve the Minutes of the Ordinary Parish Council Meeting held on Monday 23 February 2015 – copy attached.
5. Clerk's Report for information only.
6. Report from the PACT Meeting held on Wednesday 4th March 2015.
7. Report from the Meeting of Clayton-le-Woods Community Bowling Club held on Wednesday 11th March 2015 attended by Councillor E Whiteford.
8. Report from Borough Council / Clerks Liaison Meeting held on Tuesday 3rd March 2015 attended by the Clerk.

9. Report from the Meeting of the Clayton-le-Woods Community Centre Management Committee Meeting held on Wednesday 25th February 2015 attended by Councillor E Whiteford.
10. Report back from the Finance Working Group.
Proposal to set up a permanent Finance Committee Draft Terms of Reference and membership to be agreed. (See Enclosed Document).
11. Terms of Reference for Internal Auditor and setting of Fee Rate (NALC suggest around £100.00 is the normal rate.).
12. Pond Projects Update: - Wilderswood, Meadow Lane and Spring Meadow.
13. Back Lane Tree Donation. To decide the amount of money to donate to Chorley Council Carr Brook Trim Trail Project as indigenous trees and shrubs have already been purchased (6 x saplings = around £10).
14. Heritage Garden Project Update and NWIB Flowerbed re-siting.

To approve the Following Accounts for Payment:-

<u>Cheque No.</u>	<u>March 2015 Accounts:-</u>	£
004708	LCC. Clayton Green Library meeting 2 x room hire For Finance Working Group and Parish Council Meeting	20.00
N/A	Lengthsmen Salary (5) Paid by Standing Order	624.00
004709	Employee (1) Salary March 2015	1166.97
004710	HMRC (NI and Tax)	284.83
004611	Clerk's Expenses Jan to March 2015	66.58
004612	NWIB Entry Fee 2015	130.00
004613	NALC annual subscription and magazine	1260.60
004614	DWG (NW) Ltd. Repairs to Bankside steps (H&S)	30.00
Total Expenditure <i>without</i> late Accounts		3582.98

15. To discuss and make decisions on the following Planning Applications:-
Applications can be viewed on line prior to the meeting at:-
<http://planning.chorley.gov.uk/online-applications/>
16. Correspondence.
17. To agree the monthly Press Release.
18. Documents - Parish Election Nomination Papers now Available.
19. Annual Parish Meeting Monday 27th April at 7.00pm – Suggestions for Guest Speaker.
20. Date of next meeting – Monday 20th April 2015 at **7.30 pm** at Clayton Green Library.