

# Clayton-le-Woods Parish Council

Clerk to the Council: Mrs Tracy Morris  
Chorley Business and Technology Centre, Reception Block,  
East Terrace, Euxton, Chorley. PR7 6TE.  
Telephone: 01257 264854  
Mobile: 07715 637345  
Email: [clerk@claytonlewoodsparishcouncil.org.uk](mailto:clerk@claytonlewoodsparishcouncil.org.uk)  
[www.claytonlewoodsparishcouncil.org.uk](http://www.claytonlewoodsparishcouncil.org.uk)



29<sup>th</sup> June 2020

Dear Councillor,

You are hereby summoned by the Chairman to attend the extraordinary meeting of the Parish Council to be held on Thursday 2<sup>nd</sup> July 2020 at 6.00pm via a virtual meeting on ZOOM.

Yours sincerely,

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

Mrs Tracy Morris  
Clerk to the Council

## Agenda

- 1. To receive and accept apologies**
- 2. Declaration of Interest**
- 3. Exclusion of Press and Public on item 4 (Due to Potentially commercially sensitive information)**
- 4. To receive the latest update and to agree terms regarding the proposed CLWPC office and meeting room (confidential report and documents to follow)**  
Proposed Build Contribution **£116,000 CIL**  
Proposed extra Rent/Maintenance Contribution per annum **£11,700**
- 5. Date of Next Meetings**  
Proposed next Parish Council Meeting to be held on Monday 13<sup>th</sup> July 2020 at 7.30pm via a virtual meeting on ZOOM

If any member of the public wishes to attend the ZOOM meeting please contact the Clerk directly for details.