

CLAYTON-LE-WOODS PARISH COUNCIL

**MINUTES OF THE ORDINARY MEETING
HELD ON MONDAY 16TH SEPTEMBER AT 7.30PM AT
CHORLEY BUSINESS AND TECHNOLOGY CENTRE EUXTON**

PRESENT: Councillor Mr M Clifford (Chairman)
Councillor Mrs C Billouin
Councillor Ms C Bromilow
Councillor Mrs G Charlesworth
Councillor Mr D Clough
Councillor Ms J Cronshaw
Councillor Mrs D Dowrick
Councillor Mrs S Edwards Williams
Councillor Mr P Gabbott
Councillor Mrs G Ormston
Councillor Mr D Rogerson

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

ACTION

8114 APOLOGIES

There were no apologies.

8115 DECLARATION OF INTEREST

Councillor M Clifford declared an interest as an associate of the Wildlife Trust and Councillor J Cronshaw as a member of the Planning Committee at Chorley Council.

8116 PUBLIC PARTICIPATION

There were no items recorded.

**8117 MINUTES OF ORDINARY PARISH COUNCIL MEETING HELD ON
MONDAY 15TH JULY 2019**

It was RESOLVED that the minutes of the ordinary parish meeting held on Monday 15th July 2019 were deemed correct and were signed by the Chairman.

8118 MATTERS ARISING

8111 Councillor Training Update

The Clerk apologised for the delay and stated that she would circulate a list as soon as was practicable.

Clerk

8114 Correspondence

Lancashire Environment Fund Networking Event and Lunch

The Clerk confirmed that the invitation had been accepted and the Project Officer would be in attendance and report back in due course.

PO

8119 RESIGNATION OF S NEILL AND J NORRIS (WEST AND EAST WARD)

It was noted that Councillors J Norris and S Neill had tendered their resignation as Parish Councillors with immediate effect.

It was RESOLVED to accept their resignation and it was requested that the Clerk inform the relevant authorities of the vacancies.

It was requested that the Clerk send letters of thanks to the two Councillors.

Clerk

8120 CO-OPTION OF PARISH COUNCILLOR (NORTH WARD)

The Clerk informed the members that due to a family emergency the applicant for the vacancy in North Ward was unable to attend the meeting. It was agreed that the interview would be rescheduled for 21st October 2019.

Clerk

8121 PROPOSAL TO DONATE ONE SILENT SOLDIER TO WAR MEMORIAL COMMITTEE

The members were informed that Councillor E Bell had requested that the Silent Soldier be donated to the War Memorial Committee and be sited within the War Memorial grounds.

After due discussion it was RESOLVED that the Silent Soldier be donated to the War Memorial Committee on the condition that all repair and maintenance costs be borne by the Committee.

It was requested that the Clerk inform the War Memorial Committee of the decision and arrange for the statue to be passed over.

Clerk

8122 PROPOSAL FOR A FIXED SPID ON LANCASTER LANE

Councillor D Rogerson requested that there be an investigation into the provision of a fixed SPID on the east bound side of Lancaster Lane.

It was agreed that the Clerk/Chairman liaise with LCC in order to arrange a site survey of the road and discuss traffic calming options.

MC/Clerk

Town Brow Road Surface issues

It was noted that Councillor Peter Gabbott had correspondence from LCC that indicated that even though the issues with the road surface on Town Brow had been recorded no action would be taken as it was deemed not to require repairs at the present time. LCC would keep the stretch of road under review.

8123 TRAFFIC ISSUES

A resident had recorded an accident on the Chorley bound side of Preston road adjacent to a crossing island near the new Lidl store. It was noted that there had been a few incidents in this choke point.

It was agreed that the Clerk/Chairman liaise with LCC in order to arrange a site survey of the road and discuss traffic/pedestrian safety options.

MC/Clerk

8124 CONFIRMATION OF NEIGHBOURHOOD PLANNING MEETING WITH CUERDEN VALLEY PARISH COUNCIL

The members were informed that the parish council had been invited to a presentation led by the Campaign for Rural England regarding the formulation of a Neighbourhood Plan.

It was RESOLVED to support the event by paying £75.00 towards the speaker.

Clerk

All members were invited and the diary date would be Wednesday 13th November 2019 at 7.00pm at the Barn Cuerden.

8125 REPORTS

Reports were received and accepted from the following Committees:

Finance Staffing and Buildings held on 5th September 2019

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

Play and Leisure Committee held on 5th September 2019

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

Wicksteed Ltd – Request for Additional Funding Cunnery Meadow Play Area

The Committee had scrutinised the request as detailed in the minutes and recommended to the Parish Council that the request for additional funding be denied on the grounds that the contract was for a fixed price and that thorough preparatory work should have been completed prior to entering into the contract.

It was RESOLVED to deny the request for additional funding from Wicksteed Ltd.

It was requested that the Clerk inform Wicksteed Ltd of the decision made by the parish council.

Clerk

Communications Committee held on 10th September 2019

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

Newsletter Contract

It was RESOLVED to award the contract to B & D Prints Ltd at a cost of £2,130.00 for design print and delivery of the Autumn/Winter Newsletter

Clerk

8126 CHRISTMAS TREE 2019 COSTS

Councillor Mark Clifford explained to the members the breakdown of costs which fell well within the budget set.

It was RESOLVED to go ahead the Christmas Tree for 2019/20 at an overall cost of some £6032.44.

Christmas Light Switch On

It was noted that it was planned to apply to Asda for a grant (£500) to alleviate the cost of the event. This would be reported on in due course.

8127 ACCOUNTS FOR PAYMENT

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

<u>Paym't Method/ Chq No.</u>	<u>September 2019 Accounts</u>	<u>£</u>
S/O	Lengthsmen (5no.) Salary Paid by Standing Order	788.16
S/O	Employee (1) Salary Paid by Standing Order	1473.77
D/D	Employee (1) / Employer Pension Contribution (Aug)	418.68
B/T	Employee (2) Salary	687.90
B/T	HMRC Tax/NI	947.13
B/T	Chorley Business and Technology Centre Monthly Office Rental	404.40
D/D	Easy Websites Ltd. Monthly Hosting, Parish email addresses, Support.	84.00
D/D	O2 Telefonica Monthly Fee for Parish Phone	36.38
B/T	BT Business Bill Office Phone and Broadband	69.84
D/D	Three Telephone Monthly Fee Parish Phone (2)	9.00
B/T	Chorley Self Storage Monthly Storage Charge	88.00

B/T	Glasdon Ltd. Donated Litter Picking Trolley	1006.74
B/T	Scarecrow Festival Cash Prizes	170.00
B/T	Envirocare Monthly Fee for Grass Cutting of parish Sites	700.01
B/T	Mr A Fielden Green Fee and Verge Cuts CLW Bowling Green	230.00
B/T	Growng Solutions Ltd Materials for Greenkeeping CLW Bowling Green	48.00
B/T	Poppy Signs Scarecrow Festival Banners	120.00
B/T	Stringfellow Ltd Sign Change and Glazing Change on Defibrillator Phone Box	394.31
B/T	Amazon Office Supplies	21.98
B/T	Amazon Printer Ink	39.90
B/T	Traffic Technology Ltd SPID initial Assessment	150.00
B/T	Traffic Technology Ltd SPID Battery Replacement	462.00
B/T	Stately Lighting Purchase of 36 Falling Stars	1064.45
B/T	Vivantage Ltd Litter Picking Gloves (20)	15.25
00145	Leyland Radio Grant for Licence	250.00
00146	A Platt Internal Audit Fee	180.00
00147	Sri Water Engineering Ltd Repair of Pump Bowling Green	660.00
00148	Mrs G Egan Reimbursement of Expenses	17.55
00149	Campaign for Rural England Fee for Neighbourhood Planning Application Meeting	75.00
	Total without late Accounts	£10,612.45

8128 PLANNING APPLICATIONS

It was RESOLVED to make no comment on the following Planning Applications:

1. **Application no. [19/00820/MNMA](#)**
Proposal: Minor non-material amendment to planning approval 19/00289/FULHH (Single storey side extension and single storey rear extension) involving the insertion of a front bay window.
Location: [25 Lancaster Lane Clayton-Le-Woods Leyland PR25 5SN](#)
2. Ref. No: [19/00871/PDE](#)
Notification of a proposed single storey rear extension measuring 5m in depth, with eaves height of 2.31m, and a maximum height of 3.97m
62 Black Croft Clayton-Le-Woods Chorley PR6 7UT
3. Ref. No: [19/00847/FULHH](#)
Raising of existing roof and construction of a rear dormer
95 Cunnery Meadow Clayton-Le-Woods Leyland PR25 5RN
4. Ref. No: [19/00853/FULHH](#)
Two storey side and single storey rear extension
35 Hunts Field Clayton-Le-Woods Chorley PR6 7TT

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

8129 CORRESPONDENCE

1. Update on Outstanding Utility Bills CLW Bowling Green

The members were advised that the Parish had requested verbally to have copies of the utility bills for scrutiny.

It was RESOLVED to send a letter to confirm this request which would be sent by recorded delivery.

2. Decommissioning of Two BT Telephone Boxes

(Locations 1. By 528 Preston Road PR6 7JB 2. Meadow Lane near Preston Road junction PR5 8LN)

The members were advised that due to the very low number of calls made that 2 telephone boxes in the parish would be decommissioned. It was noted that these boxes were modern 'Perspex' boxes not the old fashioned type.

It was RESOLVED that the parish would accept the decommissioning of the boxes due to very low usage and would not wish to adopt them.

8130 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 21st October 2019 at 7.30pm at the Chorley Business Centre.

Committee Meetings

- Communications Committee 15th October 2019
- Finance Committee 9th October 2019
- Environment Committee Meeting 23rd September 2019
- Management Committee Meeting to be confirmed
- Play and Leisure Committee: To be Arranged