

CLAYTON-LE-WOODS PARISH COUNCIL

**MINUTES OF THE ORDINARY MEETING
HELD ON MONDAY 18th NOVEMBER 2019 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 Mr D Clough
Councillor Ms J Cronshaw
Councillor Mrs D Dowrick
Councillor Mrs S Edwards-Williams
Councillor Mrs G Ormston
Councillor Mr D Rogerson

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

8148 APOLOGIES

Apologies were received and accepted from Councillor Mrs G Charlesworth and Councillor Mr P Gabbott.

8149 DECLARATION OF INTEREST

Councillor M Clifford declared an interest as an associate of the Wildlife Trust and Champion of the Environment and Open Spaces. Councillor D Dowrick as an employee at LCC. Councillor C Bromilow as a Trustee of the Cuerden Valley Trust. Councillor J Cronshaw as a member of the Planning Committee at Chorley Council and as a member of St Johns/Clayton Brook CE Churches.

8150 PUBLIC PARTICIPATION

There was no public participation at this meeting.

8151 MINUTES OF ORDINARY PARISH COUNCIL MEETING HELD ON MONDAY 21st OCTOBER 2019

It was RESOLVED that the minutes of the ordinary parish meeting held on Monday 21st October 2019 were deemed correct and were signed by the Chairman.

8152 MATTERS ARISING

8133 Public Participation

The Clerk had investigated the particular set of minutes which recommended a forensic examination of the accounts over previous years. This has been held in abeyance thus far unless the need arises in the future. Mr Muncaster has been informed of the current position.

ACTION

Appointment to Bowling Club Committee

Councillor D Rogerson has been added to the Bowling Club Committee.

Manor Road Play Area

The Clerk had informed Chorley Council of the decision of the Parish Council and was awaiting a response.

8153 REPORTS

Reports/Minutes were received and accepted from the following Committees:

Play and Leisure Committee Meeting held on Monday 11th November 2019

Councillor C Bromilow gave a detailed overview of the meeting.

1.1 Cunnery Meadow Multi Use Games Area Lighting (MUGA)

It was requested that £1,200+VAT be vired from reserves to repair lighting which had been defective for some time.

It was RESOLVED to that £1,200+VAT be vired from reserves to implement the repairs on the MUGA lighting system.

1.2 Cunnery Meadow Play Area Update

It was noted that the main contractor had requested additional funding for what was deemed unforeseen ground issues. However it was clearly stated in the Invitation to Quote that it was up to the Contractor to make adequate survey of the land prior to the commencement of the works and that no additional payments would be considered. The Clerk had sent out the official response from the Parish Council and as yet there had been no response from the Contractor.

It was noted that the handover would be held in abeyance until the ground work had been completed and the supply cabins had been removed. The contract had 2.5% retention built in to deal with any snagging issues.

1.3 Great Greens Lane Play Area Update

Councillor C Bromilow and the Clerk had been in negotiations with Wicksteed about several snagging issues. These issues have yet to be resolved. The Clerk had investigated the cost of undertaking the necessary repairs which had been estimated at some £2,500. It was requested that this solution be tabled to Wicksteed as a possible solution to the issues.

1.4 Skate Park Working Group

It was reported that the next earmarked project was the Skate Park Development. Councillors D Dowrick and C Bromilow had already signed on to the Working Group. Councillor M Clifford volunteered to keep the group informed of any developments. An initial meeting would be scheduled in due course.

Clerk

1.5 Meadow Bank Play Area

It was noted that the Play Area was in need of paintwork at the present time. This would be addressed in the 2020/21 budget proposals.

P/L
Comm

1.6 Scarecrow Festival 2020

No dates or framework had been finalised however any options should be tabled to Whittle-le-Woods Parish Council for consideration.

2.0 Report on Communications Committee Meeting held on Monday 18th November 2019

Councillor D Rogerson stated that the Committee had a productive meeting. The newsletter had been completed and would be delivered shortly. The committee had scrutinised the budget which was within their remit.

3.0 Report of Annual Walk through Clayton-le-Woods Bowling Green Monday 11th November 2019

Councillors M Clifford D Rogerson and the Clerk conducted the annual walk through with Mr M Muncaster (CLW Bowling Club) and Mr A Fielden (Groundsman). A number of small repairs were identified which would be undertaken during the off season.

3.1 Outstanding Utility Bills

The Members were informed that the Clerk was yet to receive a full set of bills for the period in question. It was agreed that no progress could be made until all the bills were made available for scrutiny. It was requested that the Clerk write to the previous Landlord at the Ley Inn to explain the current position.

Clerk

4.1 Report on Remembrance Sunday 10th November 2019

Councillor C Billouin reported that the local Remembrance Service had been well attended and was deemed a great success.

5.0 Report from Neighbourhood Planning Information Session held on Wednesday 13th November 2019

The Chairman wished to thank those who attended the session which was very informative. However, in the light of the review of the Central Lancashire Local Plan it was proposed that the Parish Council would raise any concerns with the Local Authority.

It was agreed that after due consideration the Parish Council would not pursue the formation of a Neighbourhood Plan.

It was requested that the Clerk inform Cuerden Parish Council of their decision and thank them for hosting the event.

Clerk

8154 Lengthsmen Overpayment Update

The members were informed that a letter had been sent out to each of the staff involved and that Brothers of Charity and all the relevant Support Staff have

been informed of the changes. It was planned that the overpayment would be deducted during November 2019.

8155 Notification of Removal of Low Hanging Branches on Highway Back Lane Woods

The Members were informed that LCC Highways had issued a notice to the Parish Council regarding low hanging branches at Back Lane woods. After receiving the go ahead from Chorley Council the work had been completed satisfactorily at a cost of some £234.00.

8156 Approval of Scribe Accountancy System

The Finance Committee had recommended that the Scribe Accountancy System be purchased and installed at a cost of some £688.00.

It was RESOLVED that the Scribe Accountancy System be purchased at a cost of some £688.00

8157 ACCOUNTS FOR PAYMENT

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

Paym't Method/ Chq No.	<u>November 2019 Accounts</u>	£
S/O	Lengthsmen (1 no.) Salary Paid by Standing Order	262.72
S/O	Employee (1) Salary Paid by Standing Order	1473.77
D/D	Employee (1) / Employer Pension Contribution	452.95
B/T	Employee (2) Salary	687.90
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	34.94
B/T	BT Business Bill Office Phone and Broadband	70.13
D/D	Three Telephone Monthly Fee Parish Phone (2)	9.00
B/T	Envirocare Monthly Fee for Grass Cutting of parish Sites	700.01
S/O	Chorley Self Storage Monthly Rental of Storage Site	88.00
B/T	Chairman's Allowance (6 Months) and Reimbursement of Petrol Costs	300.00
B/T	Asda Stationery	8.30
B/T	Altitude Services Ltd Repair/Replacement of Cunnery Meadow MUGA Lights	1440.00
B/T	Scribe Accountancy System	688.00
B/T	Chorley Council Planning Application Fees Footpath Bankside	142.00
B/T	Halfway House Deposit OAP Meal	200.00

B/T	GT& GR Gilbert Woods Farm Purchase and Delivery of Christmas Tree	2250.00
B/T	Danvic Turf Clayton Green Bowling Green Annual Maintenance Verti Drain	222.00
B/T	Amazon Office Diaries	6.56
00158	Westfield Tree Services Trimming Low Hanging Branches Back Lane Woods	234.00
00159	Stringfellow Ltd Paint work Cunnery Meadow Play Area	408.00
00160	Royal British legion Parish Remembrance Wreath Donation	20.00
	Total with Accounts	£10,186.68
Paym't Method/ Chq No.	<u>December 2019 Accounts</u>	£
S/O	Lengthsmen (5 no.) 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	452.95
B/T	Employee (2) Salary	687.90
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	34.94
B/T	BT Business Bill Office Phone and Broadband	70.13
D/D	Three Telephone Monthly Fee Parish Phone (2)	9.00
S/O	Chorley Self Storage Monthly Rental of Storage Site	88.00
B/T	Halfway House OAP Meal Payment	1200.00
B/T	Summer Fair Compare Deposit	50.00
	Total without late Accounts	£5,343.25
	Income	£
B/T	HMRC VAT Refund	3174.31
Chq	WLW PC Reimbursement for Scarecrow Festival	130.00
B/T	Reimbursement of one prize not awarded at Scarecrow Festival	10.00
	Total	£3,314.31

8158 PLANNING APPLICATIONS

1. Application no. [19/00993/TPO](#)

Proposal: Application for works to protected trees - Chorley BC TPO 10 (Clayton-le-Woods) 1989 T1 Ash - fell. T2 Sycamore - reduce canopy from building by 2m. T3 Lime - crown raise to 5M above ground level over car park.

Location [Lfp Consultants Legacy House 407 Preston Road Clayton-Le-Woods Chorley PR6 7JA](#)

It was noted that the Tree Officer at Chorley Council had agreed to the plan of action regarding the replacement trees.

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

2.Application no. [19/00985/DIS](#)

Proposal: Application to discharge condition 4 - Materials and 5 - Site Plan Showing Passing Places to permission granted under 16/01195/FUL (Alterations to stone barn to facilitate conversion to dwelling house)

Location: [Hawksclough Farm Preston Road Clayton-Le-Woods Chorley PR6 7EJ](#)

3.Application no. [19/01019/DIS](#)

Proposal: Application to discharge conditions 7 (Precautionary Great Crested Newt Method Statement), 8 (Invasive Non-Native Species Protocol) and 16 (Construction Management Plan) attached to planning permission 17/00954/FULMAJ (Erection of part three storey, part two storey, part single storey GP surgery, pharmacy and community cafe with associated car parking, access and landscaping following demolition of existing building)

Location: [Whittle-Le-Woods And Clayton-Le-Woods Parish Club 239 Preston Road Clayton-Le-Woods Chorley PR6 7PY](#)

4.Application no. [19/00982/FULHH](#)

Proposal: Single storey front extension

Location: [55 Lancaster Lane Clayton-Le-Woods Leyland PR25 5SP](#)

5.Application no. [19/01001/FUL](#)

Proposal: Change of use of land to domestic garden use and erection of green house and boundary treatments (resubmission of application ref: 19/00041/FUL).

Location: [Land 25M West Of 325 Preston Road Clayton-Le-Woods](#)

6.Application no. [19/01025/FULHH](#)

Proposal: Single storey side extension

Location: [106 Spring Meadow Clayton-Le-Woods Leyland PR25 5LY](#)

The members wished to thank the Planning Group for their hard work in reviewing each application in detail.

8159 CORRESPONDENCE

Central Lancashire Plan

It was noted that the Parish Council had been asked to consult on the revised Central Lancashire Plan.

It was requested that this be placed as an agenda item for the next Parish Council meeting.

8160 CHRISTMAS ARRANGEMENTS

All Members were informed of the Christmas events. The Clerk stated that there were a few spaces remaining for the OAP Christmas lunch if any Member knew of any residents who qualified to please let her know.

8161 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 20th January 2020 at 7.30pm at the Chorley Business Centre.

FPC

Committee Meetings

- Communications Committee 12th February 2020
- Finance Committee 7th January 2020
- Environment Committee 13th January 2020
- Management Committee Meeting to be confirmed
- Play and Leisure Committee: 13th January 2020