

**CLAYTON-LE-WOODS PARISH COUNCIL
MINUTES OF THE MANAGEMENT COMMITTEE
HELD ON TUESDAY 10TH OCTOBER 2017
AT CLAYTON GREEN LIBRARY**

PRESENT: Councillor R Ormston (Chairman)
Councillor M Clifford
Councillor J Cronshaw
Councillor S Fenn

IN ATTENDANCE: 1 x Member of the public
Councillor C Billouin
Councillor G Charlesworth
Councillor Mrs G Ormston
Mrs TD Morris (Clerk)

ACTION

17.27 APOLOGIES

There were no apologies.

17.28 DECLARATION OF INTEREST

There was no declaration of interest.

17.29 APPROVAL OF MINUTES DATED 29th JUNE 2017

It was **RESOLVED** to approve the minutes of the meeting held on 3rd August 2017 as correct record, which were duly signed by the Chairman.

17.30 MATTERS ARISING

There were no matters arising.

17.31 PROPOSALS FOR FUTURE STAFFING

It had been agreed at the full parish council to delegate the formulation of a job description of a new specialised post which would complement the clerk's role as well as undertaking a project management /fundraising role. The hours and the rate of pay was to be determined.

It was agreed to formulate some proposals and table the results at the next Management meeting.

17.32 UPDATE ON CLAYTON-LE-WOODS COMMUNITY CENTRE

The members were advised that a letter had been received from the Trustees of the Community Centre on 6th October 2017 via a solicitor and the full parish council had delegated the formulation of the response to the Management Committee.

There was a discussion regarding the response to the letter and any further action which might be taken.

It was agreed that Councillor Mark Clifford would finalise a response after taking appropriate advice from the legal department at Chorley Council.

17.33 CONFIDENTIALITY

There were no items deemed confidential.

17.34 DATE OF THE NEXT MEETING

The date of the next meeting would be arranged in due course.