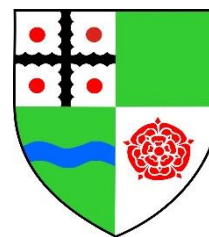


Clayton-le-Woods Parish Council

Clerk to the Council: Mrs Tracy Morris
Parish Office/Meeting Room
239A Preston Road, Clayton-le-Woods, Chorley, PR6 7PY
Telephone: 01257 264854
Mobile: 07715 637345
Email: clerk@claytonlewoods-pc.gov.uk
Website: www.claytonlewoods-pc.gov.uk



15th October 2025

Dear Councillor,

You are hereby summoned to attend the Ordinary Meeting of the Parish Council to be held on Monday 20th October 2025 at 7.30pm at the Parish Council Community Meeting Room/Office 239A Preston Road, Clayton-le-Woods, Chorley PR6 7PY.

Prior to the main meeting you are invited to a co-option interview at 7.00pm.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Lisa Burton'.

Ms Lisa Burton
Locum Clerk to the Council



Agenda

- 1. Welcome to the Public**
County Councillor Mr John Clemson
Parish Councillor Jan Coyne (1st Meeting)
- 2. To receive and accept apologies**
- 3. Declaration of Interest**
- 4. Public Participation**
- 5. To approve the Minutes of the Ordinary Parish Council Meeting held on Monday 28th July 2025 & Monday 29th September 2025 (Attached)**
- 6. Clerk's Report**
- 7. Co-option Cllr Michelle Beach**
- 8. Reports**
 - 1.Christmas Panto Grant Request (40 Selection Boxes £51.60 - £80.00)
 - 2.Air Cadets Grant Application (£697.38)
 - 3.CIL Receipt Report October 2025
 4. External Auditors Report 2024/25
- 9. Christmas Light Switch On (£1750)**
Schedule Of Event
- 10.Provision of OAP Lunch (£2000)**
Pub Lunch Versus Catered Event
- 11.Update Weekly Community Litter pick/ Doggy Bag Dispenser Refill**



CLW PC AGENDA

12.Accounts for Payment

All accounts include VAT where applicable. Late Accounts List (To be tabled at Meeting)

1.Payments September/ October 2025

Vouch e	Code	Bank		Description	Supplier		NET	VAT	Total
171	Office Rental	Virgin Money		Rent/Room Hire	Red Rose Storage L	S	69.33	13.87	83.20
147	Bowling Green General Repai	Virgin Money		CLW Bowling Green Main	Kevin Bond	Z	118.33		118.33
190	Pension Costs	Natwest Bank	D/D	Pension	LCC Pension Employ	E	1,075.94		1,075.94
179	Utility Bills	Virgin Money		Utility Bill	EDF	L	59.45	2.97	62.42
145	Lengthsmen	Virgin Money	S/O	Salary	Lengthsmen CD	X	100.80		100.80
177	Office Rental	Virgin Money		Office Cleaning	Gillian Lloyd	E	36.00		36.00
176	Play Areas Annual Inspection	Virgin Money	52662	Play Area Inspection	ROSPA Play Safety	S	408.00	81.60	489.60
175	Grass Cutting/Maintenance	Virgin Money	248353	CLW Bowling Green Main	Envirocare Mainteni	S	1,100.00	220.00	1,320.00
188	Utility Bills	Virgin Money		Utility Bill	Pozitive Energy	L	81.59	4.08	85.67
178	External Audit	Virgin Money		Audit	PKF Littlejohn LLP	S	420.00	84.00	504.00
180	Utility Bills	Virgin Money		Utility Bill	NPower	L	20.56	1.03	21.59
181	Utility Bills	Virgin Money		Utility Bill	Pozitive Energy	L	113.93	5.70	119.63
182	Phone	Natwest Bank		Phones/Broadband	O2	S	42.51	8.50	51.01
183	Bowling Green General Repai	Virgin Money		CLW Bowling Green Main	Kevin Bond	X	118.33		118.33
191	ICT	Natwest Bank	D/D	Website/Email Managem	Easy Websites	S	66.00	13.20	79.20
194	Phone	Natwest Bank	D/D	Phones/Broadband	O2	S	42.51	8.50	51.01
197	Phone	Virgin Money	D/D	Phones/Broadband	Three Business Ser	S	7.50	1.50	9.00
196	Office Rental	Virgin Money	S/O	Rent/Room Hire	Red Rose Storage L	S	69.33	13.87	83.20
202	Office Rental	Virgin Money		Office Cleaning	Gillian Lloyd	Z	72.00		72.00
200	Bowling Green Lease	Virgin Mone	B/T	Rental	Aquarius		£49.00		49.00
198	Grass Cutting/Maintenance	Virgin Money	B/T	Grass Cutting/Open Spa	Envirocare Mainteni	S	848.43	169.69	1,018.12
192	Employee 1	Virgin Money	S/O	Salary	Employee 01	E	2,219.01		2,219.01
204	Employee 1	Virgin Money		Salary	Employee 01	E	431.28		431.28
199	Lengthsmen	Virgin Money	S/O	Salary	Lengthsmen CD	X	100.80		100.80
201	Lengthsmen	Virgin Money		Salary	Employee	Z	252.00		252.00
195	Lengthsmen	Virgin Money	S/O	Salary	Lengthsmen ME	E	403.20		403.20
193	Pension Costs	Natwest Bank	D/D	Pension	LCC Pension Employ	E	1,075.94		1,075.94
203	Employee 5	Virgin Money	Oct 25	Salary	Employee 05	Z	1,777.55		1,777.55
187	Phone	Virgin Money	D/D	Phones/Broadband	BT	S	55.95	11.19	67.14
Total							11,235.27	639.70	11,874.97

2.Receipts September 2025

RECEIPTS LIST

Vouch e	Code	Bank	Description	Supplier		NET	Total
48	Rent	Virgin Money	Rent/Room Hire	Hope and Mallows	X	160.00	160.00
53	Bank Interest	Virgin Money	Bank Interest	Virgin Money	Z	0.97	0.97
51	Refund	Virgin Money	KI-D945B4D2-0C Utility Bill	Eon	E	566.59	566.59
54	Bowling Green Utility Bills	Virgin Money	Refund	Chorley Council	Z	160.00	160.00
55	Bank Interest	Natwest Bank	Bank Interest	Natwest Bank	E	38.29	38.29
Total						925.85	925.85

13. To discuss and make decisions on Planning Applications

Validated:

- [Application for works to a protected tree - Chorley BC TPO 6 \(Clayton-le-Woods\) 2007: T41 Silver Birch. Remove falling tree.](#) 

28 Lancaster Lane Clayton-le-Woods Leyland PR25 5SN

Ref. No: 25/00865/TPO | Received: Tue 16 Sep 2025 | Validated: Mon 29 Sep 2025 | Status: Awaiting decision

- [Application for works to a protected tree - Lancashire County Council TPO 14 1950 W25; T1 Sycamore to be felled due lean towards house.](#) 

Cuerden Lodge Shady Lane Clayton-le-Woods Preston PR5 6AU

Ref. No: 25/00936/TPO | Received: Fri 03 Oct 2025 | Validated: Fri 10 Oct 2025 | Status: Awaiting decision

- [Minor non material amendment to planning permission 25/00166/FUL \(Section 73 application to vary condition 3 \(approved plans\) attached to planning permission 24/00658/FUL \(Section 73 application to vary condition 3 \(approved plans\) attached to planning permission 23/00564/FUL \(Application for technical details consent for the erection of four dwellings pursuant to permission in principle 22/00765/PIP\) to alter house types and confirm a phased self build development\) in order to amend the house types at plots 2 and 3\) to alter the drainage plan](#) 

Land Opposite Hampton Grove Wigan Road Clayton-le-Woods

Ref. No: 25/00887/MNMA | Received: Tue 23 Sep 2025 | Validated: Tue 23 Sep 2025 | Status: Awaiting decision

Decided:

- [Minor non material amendment to planning permission 25/00225/FULMAJ \(Section 73 application to vary conditions 6 \(arboricultural details\), 14 \(approved plans\), 17 \(noise mitigation scheme\) and 23 \(drainage strategy\) attached to planning permission 22/00576/FULMAJ \(Erection of 70no. market and affordable dwellings with associated access, pumping station and open space following demolition of the existing buildings\) to alter house types, layout and associated details\) involving the substitution of an approved brick type.](#)

Land Bounded By Parkhurst Avenue East Of Wigan Road Clayton-le-Woods

Ref. No: 25/00830/MNMA | Received: Thu 04 Sep 2025 | Validated: Thu 04 Sep 2025 | Status: Granted



CLW PC AGENDA

- [Change of use of the dwellinghouse \(Use Class C3\) to a young persons home \(Use Class C2\) for a maximum of four young persons with up to four staff members on site, including a manager 9am-5pm Monday to Friday.](#)

The Old Orchard 499 Preston Road Clayton-le-Woods Chorley PR6 7JD

Ref. No: 25/00733/FUL | Received: Wed 06 Aug 2025 | Validated: Wed 06 Aug 2025 | Status: Granted

14. Correspondence

Lancashire County Council – Consultation on 20 mile an hour speed reduction

15. Exclusion of Press and Public (Due to Staffing Matters)

16. Staffing Update Regarding Temporary Cover and Vacancy

17. Date for Next Meetings

Reminder: War Memorial Remembrance Service to be held on Sunday 9th November 2025. To congregate at Whittle-le-Woods Primary School Yard at 2.15pm.

The next full parish council meeting is scheduled to be held on Monday 17th November 2025 at 7.30pm at the Parish Council Community Meeting Room 239A Preston Road, Clayton-le-Woods, Chorley PR6 7PY.