

CLAYTON-LE-WOODS PARISH COUNCIL

**MINUTES OF THE ORDINARY MEETING
HELD ON MONDAY 16th APRIL 2018 AT 7.30PM AT
THE MANOR ROAD SCHOOL ANNEXE**

PRESENT: Councillor Mr R Ormston (Chairman)
Councillor Mrs C Billouin
Councillor Ms C Bromilow
Councillor Mr M Clifford
Councillor G Charlesworth
Councillor Ms J Cronshaw
Councillor Mr P Gabbott
Councillor Mrs G Ormston
Councillor Mr D Rogerson
Councillor Mrs A Whitham

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

ACTION

7907 APOLOGIES

Apologies were received and accepted from Councillors S Fenn and J Norris. It was noted that Councillor M Mayson was absent from the meeting.

7908 DECLARATION OF INTEREST

Councillor M Clifford declared an interest as an employee of the Wildlife Trust.

7909 PUBLIC PARTICIPATION

There were no items recorded.

7910 MINUTES OF ORDINARY PARISH COUNCIL MEETING HELD ON 19TH MARCH 2018

It was RESOLVED that the minutes of the ordinary parish meeting held on the 19th March 2018 should be signed by the Chairman as a correct record.

7911 CLAYTON-LE-WOODS BOWLING GREEN ANNUAL MAINTENANCE

It was reported that the annual repair work had been completed to a high standard. The members were informed that the competition floodlights needed adjustment at a proposed cost of £100.

It was RESOLVED that the work could be undertaken at a maximum cost of £100.00.

clerk

7912 UPDATE ON TWO PARISH COUNCILLOR VACANCIES

It was noted by the members that Chorley Council had given permission to go ahead with the co-option procedure.

It was requested that the Clerk make the necessary arrangements with the closing date being set as 1st May 2018

clerk

7913 PARISH SUMMER FAIR 2018

The members were provided with a detailed breakdown of the projected income and expenditure statement for the parish Summer Fair to be held on 23 June 2018.

It was RESOLVED that approval be given to delegate power to the Clerk for expenditure up to £5,400 as stated in the projected income and expenditure statement to run the Summer Fair 2018.

clerk

7914 PROPOSED PURCHASE OF SOUND SYSTEM AND GENERATOR

It was proposed that it would be more economic to purchase a sound system and generator that could be used for parish events in the future. The estimated cost of the equipment would be around £600.00 for the generator and up to £ £1,000 for the PA System.

It was RESOLVED that the Chairman finalise purchase of the equipment as soon as was practicable after taking suitable advice.

Chairman

It was noted that one member voted against the motion.

7915 TEMPORARY OFFICE ACCOMMODATION

The members were advised that the 6 month lease at Chorley Business Centre was due to end on 19th May 2018. There was a 3 month notice period to quit the present office.

It was noted that the Management Committee were pursuing other possible locations for the parish office. Once a suitable alternative had been secured the parish would then give the required 3 month notice to quit the current office.

Mgt

7916 PROPOSAL TO PURCHASE AN IPAD FOR EACH MEMBER FOR PARISH COUNCIL USE

It was proposed that any member that wished to have an IPAD for parish council use would be provided with one. Each IPAD would be purchased at a cost of some £250 each maximum budgeted amount at £2,500.

It was RESOLVED that the Clerk would arrange for the purchase of an IPAD for each parish councillor that requested one. It was noted that the IPAD would remain the property of the parish council.

clerk

7917 CONFIRMATION OF HANGING BASKET CONTRACT 2018

The councillors were informed that the best value contract for the hanging baskets were with Plantscape at a cost of £5061.40 which included the watering contract.

It was RESOLVED that the parish council would enter into a one year contract with Plantscape to supply all the hanging baskets and water the baskets during the season at a cost of £5061.40 +VAT.

clerk

7918 CONFIRMATION OF GRASS CUTTING CONTRACT 2018

The meeting was informed that the best value contract for the grass cutting of parish sites was costed at £3,500 +VAT.

It was RESOLVED that the parish would enter into a contract for one year at a cost of £3,500 +VAT

clerk

7919 SCHOOL INSTALLATIONS TO COMMEMORATE 100TH ANNIVERSARY OF THE END OF THE 1ST WORLD WAR

It was proposed that the parish purchase six 'Silent Solders' for each of the primary schools within the parish to commemorate the end of the first world war. This could be as a grant of £125.00 per school which would provide a silhouette and bedding plants at a total cost of £750.00.

It was RESOLVED that the parish make £125.00 per school available as a grant for this commemorative community project.

It was requested that the Project Officer contact the schools and liaise with the Clerk to make the necessary arrangements.

PO/Clerk

7920 APPOINTMENT OF MR ALAN PLATT AS INTERNAL AUDITOR

It was RESOLVED that Mr Alan Platt be appointed as the Internal Auditor for 2017/18 at the agreed fee of £150.00.

It was requested that the Clerk contact Mr Platt and make the necessary arrangements.

clerk

7921 GRANT REQUESTS

The clerk informed the members that as part of a community cohesion project the Librarian at Clayton Green library had requested that the parish council support a speaker that was to be booked at a cost of £50.00 to commemorate the introduction the first votes for women in 1918 prior to full suffrage some 10 years later.

After due discussion the parish council requested that the clerk investigate the matter further and report back in due course.

clerk

7922 ACCOUNTS FOR PAYMENT

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

<u>Paym't Method/</u>	<u>April 2018 Accounts: -</u>	<u>£</u>
<u>Chq No.</u>		
N/A	Lengthsmen (5no.) Salary (April 2018) Paid by Standing Order	751.68
N/A	Employee (1) Salary (April 2018) Paid by Standing Order	1,334.40
D/D	Employee (1) / Employer Pension Contribution (March 2018)	418.68
B/T	Employee (2) Salary (March 2018)	444.78
B/T	Employee (2) Salary (April 2018)	632.65
D/D	Easy Websites Ltd. Monthly Hosting, Parish email addresses, Support.	78.00
D/D	O2 Telefonica Monthly Fee for Parish Phone	23.40
B/T	Chorley Business Centre. Monthly Rental	390.00
B/T	Curry's PC World. Parish Mobile Phone (2)	299.00
B/T	RCD Leaflet Distribution. Delivery of Parish Newsletter	1,134.00
B/T	Clayton Brook Scout Group. Donation	528.75
B/T	Clayton Green Scout Group. Donation	825.00
B/T	Ryman Stationery. Office Supplies	16.52
5017	Wicksteed Play Services Installation of Play Area Great Greens Lane	60,000.00
0055	VOID	0.00
0056	Chadwick's Solicitors – Fees for Land consolidation work	900.00
0057	HMRC Tax and NI Contributions March 2018	446.79

0058	Cornthwaite Tree Services Remedial Work Back Lane Woods	8,369.10
0059	Springfellow Building Contractors Ltd Annual repair work to CLW Bowling Green	2,604.00
0060	JCB Visual Communications Design and Publication of Newsletter	1,420.00
0061	Reimbursement to Mrs Tracy Morris Open Spaces Society Annual Subscription Renewal	45.00
0062	LCC Room Hire Manor Road School Annexe November 2017	50.00
Total Expenditure		£80,711.75

7923 PLANNING APPLICATIONS

It was RESOLVED that there would be no comment on the following applications:

Application no: [18/00256/FULHH](#)

Proposal: Single storey side and single storey rear extensions (following demolition of existing garage)

Location: 35 Watkin Road Clayton-Le-Woods Chorley PR6 7PU

Application no: [18/00288/DIS](#)

Proposal: Application to discharge conditions 3 (levels) and 4 (external facing materials) attached to planning permission 16/01180/FUL for the demolition of existing bungalow and erection of two storey dwelling with garage to rear.

Location: Bethmond Wigan Road Clayton-Le-Woods Leyland PR25 5SD

It was RESOLVED that the parish wished to object to this application as the fencing was not seen as in keeping with the area. Also, the foundation of the fencing seemed to interfere with the neighbouring tree roots which are subject to TPO's.

Application no: [18/00298/FULHH](#)

Proposal: Erection of boundary fence and gates (retrospective)

Location: 560 Preston Road Clayton-Le-Woods Chorley PR6 7EB

The members wished to thank Councillors G Charlesworth and A Whitham for all their hard work in reviewing each application in detail.

7924 CORRESPONDENCE

There were no items of correspondence.

7925 DATE OF NEXT ANNUAL PARISH MEETING AND ORDINARY PARISH MEETING

It was proposed that the Annual General Council meeting be held on Monday 21st May 2018 at the Chorley Business Centre Euxton prior to the ordinary parish council meeting.

It was RESOLVED that the Annual General Council meeting is to be held on Monday 21st 2018 at 7.00pm at the Chorley Business Centre.

It was RESOLVED that the next ordinary Parish Council meeting is to be held on Monday 21st May 2018 at 7.30pm at the Chorley Business Centre.

DIARY DATE

It was noted that the Clayton Cup school Completion was scheduled for Tuesday 22nd May 2018 form 6.00pm at Clayton Green Sports Centre. All members were invited to attend.