

CLAYTON-LE-WOODS PARISH COUNCIL

MINUTES OF THE ORDINARY MEETING HELD ON MONDAY 15th JULY 2019 AT 7.30PM AT CHORLEY BUSINESS AND TECHNOLOGY CENTRE EUXTON

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

In Attendance: 1 Member of the Public
Mrs G Egan (Project Officer)
Mrs TD Morris (Clerk)

ACTION

8105 APOLOGIES

Apologies had been received and accepted from Councillor Ms C Bromilow, Councillor Mr D Clough, Councillor Ms S Neill and Councillor Mrs G Ormston.

DECLARATION OF INTEREST

Councillor D Dowrick and Councillor P Gabbott declared an interest as Governors at Lancaster Lane Primary School. Councillor J Norris declared an interest as an employee at Lisieux Hall and Councillor J Cronshaw as a member of the Planning Committee at Chorley Council.

8106 PUBLIC PARTICIPATION

Mr Simon Capper a representative from Gelston Manor made a statement in support of the CIL Application for an Outdoor Building for and After School Club.

There followed a question and answer session with the members. Mr Capper was thanked for his attendance and left the meeting.

8107 MINUTES OF ORDINARY PARISH COUNCIL MEETING HELD ON 17th JUNE 2019

It was RESOLVED that the minutes of the ordinary parish meeting held on the 17th June 2019 should be signed by the Chairman.

8108 MATTERS ARISING

8099 Cunnery Meadow Play Area Fencing

It was reported that Wicksteed had been informed of the decision. However, subsequent to this the installation contractor had managed to straighten the damaged fencing so no further action was required. It was noted that Wicksteed had been contacted and informed of the development.

8099 Scarecrow Festival

There had been a query regarding the legality of cash prizes. The Clerk had contacted the Lancashire Association of Local Councils and had been advised that monetary prizes are legal as it comes under enhancement and encouragement of the community.

8102 Planning Application 19/00369/ADV Lidl Advertisement Hoarding

The Clerk had lodged the objections with the Enforcement Team at Chorley Council which had been duly noted.

8109 CONSIDERATION OF CIL APPLICATIONS SPRING/SUMMER 2019

Councillor P Gabbott provided the feedback for each application which had been evaluated by the CIL Working Group which met on 10th July 2019.

1. Gelston Manor – Outdoor Building

There was an in depth discussion regarding the information provided during the public participation the evaluation process and the result of the public consultation. A vote took place 8 against 1 abstention.

It was RESOLVED that the Gelston Manor Project would not be approved at this stage due to lack of public support and low evaluation score.

2. Lancaster Lane Primary School – Fitness Facilities

There was an in depth discussion regarding the application provided for the evaluation process and the result of the public consultation. A vote took place which was unanimously in favour of the project.

It was RESOLVED that the Lancaster Lane School Project be approved for CIL Funding in the amount of £31,970.00

3. Lisieux Hall – Outdoor Classroom

There was an in depth discussion regarding the application provided for the evaluation process and the result of the public consultation. A vote took place which was 6 in favour and 3 abstentions

It was RESOLVED that the Lisieux Project be approved for CIL Funding in the amount of £15,384.00

4. Bankside - Reinstate Footpath

The Chairman indicated that this project had not been out to public consultation but there had been numerous complaints regarding the lack of access to the main road. The project had been evaluated and it had scored highest amongst the projects. A vote took place and it was unanimous in favour of the project.

It was RESOLVED that the Bankside Footpath be approved for CIL funding in the amount of £10,000.00

5. Defibrillators in Two Locations within the Parish

This project scored highly in the evaluation and was keenly supported by the residents. A vote took place and it was unanimous in favour of the project.

It was RESOLVED that the provision of two defibrillators be approved for CIL funding in the amount of £4,000.00

6. Cunnery Meadow – Footpath Lighting

It was noted that this project scored highly in the evaluation and in the public consultation. A vote took place and it was unanimous in favour of the project.

It was RESOLVED that the Cunnery Meadow Footpath Lighting project be approved for CIL Funding in the amount of £12,500.00

8110 REPORTS

Reports were received and accepted from the following Committees/Working Groups:

1. Finance Staffing and Buildings held on 4th July 2019

It was noted that Councillor P Gabbott was duly elected as Chairman of Finance for one year.

Financial Regulations

It was noted that after the Working Group had reviewed and revised the document the finalised version had been circulated to all the Parish council members.

It was RESOLVED to adopt the revised Financial Regulations 2016 subject to review on an annual basis.

Grant Applications

It was noted that under delegated powers the Finance Committee approved the following grant applications:-

1. Clayton Brook Resident Group - £300 towards the purchase of a lap top
2. 1st Clayton Brook Scout Group - £959.21 towards camping tables and chairs

2. Summer Fair Update

The Chairman reported that overall the Summer Fair was a great success with good weather, higher numbers of visitors, stalls and acts. It was planned that next year the Summer Fair be held on June 27th 2020 at the same venue subject to confirmation.

There was a discussion regarding some areas where improvements/changes could be considered in future years. These ideas/comments would be tabled at the next Events Working Group meeting.

The Chairman wished to thank everyone involved for all their hard work in making the Summer Fair a success.

3. Joint Scarecrow Festival 2019 Report

Councillor D Dowrick reported that the Working Group had met on 1st July 2019 and had agreed to publicise the Festival by appearing on radio Leyland and radio Lancashire if possible. There had also been a proposal to print a number of banners which would be placed strategically throughout the two parishes. Also a number of flyers had been distributed to schools and businesses and the response had been positive. For example the Cuerden Valley Tea room had donated a cream tea and Councillor Dowrick was in the process of getting age appropriate prizes donated from local venues.

It was planned that the next meeting will be on 1st August 2019 where everything would be finalised.

8111 Councillor Training Update

The Clerk informed the meeting that there was a long back log for Councillor training at the present time. The Lancashire Association of Local Councils (LALC) have offered training that could potentially be attended in office hours.

It was requested that the Clerk contact the Members with provisional times and find out who may be available to take up the sessions.

Clerk

8112 APPROVAL OF ANNUAL ACCOUNTS 2018/19

The members were provided with a copy of the Annual Governance and Accounting Statements 2018/19 and covering letter prior to the meeting. It was noted that due to unforeseen circumstances the accounts would be submitted later than scheduled.

It was RESOLVED to approve the Annual Governance Statement for 2018/19.

8113 ACCOUNTS FOR PAYMENT

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

<u>Paym't Method/ Chq No.</u>	<u>July 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	1,334.40
D/D	Employee (1) / Employer Pension Contribution (June)	418.68
B/T	Employee (2) Salary	688.10
B/T	Employee (2) Back Pay	136.13
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	43.57
B/T	BT Business Bill Office Phone and Broadband	98.04
D/D	Three Telephone Monthly Fee Parish Phone (2)	9.55
S/O	Chorley Self Storage Ltd Storage of Property	88.00
B/T	Gemma Louise Doyle Deposit Entertainment Christmas Light Switch On	250.00
B/T	C & W Berry Sundries (Cable Ties) Summer Fair	13.10
B/T	C & W Berry Sundries Summer Fair	126.62
B/T	SMJ Falconry (Deposit) Summer Fair	117.60
B/T	SMJ Falconry Final Payment Summer Fair	470.40
B/T	Fungus and the Bogeymen Summer Fair	300.00
B/T	Chorley's Angels First Aid Summer Fair	100.00
B/T	Asda Sundries Summer Fair	13.06
B/T	Asda Fuel for Generator Summer Fair	14.61
B/T	North West Marquee Hire (Hire of Marquee/Tables/Chairs)Summer Fair	3,373.20
B/T	North West Marquee Hire (Fee for unreturned Chairs and table)	72.00

B/T	Chorley Van Hire Summer Fair	270.00
B/T	Councillor M Clifford Reimbursement Summer Fair (£37.49 + £42.91)	80.40
B/T	Chorley Council Reinstatement Cost Manor Road School Field (Summer Fair)	180.00
00136	Chorley Silver Band	100.00
00137	Bolton Caledonian Pipe Band	350.00
00138	Manor Road Primary School Hire of Field Summer Fair	250.00
00139	Derian House Donation Ukulele Band Donation of Fee – Summer Fair	150.00
00140	Envirocare Monthly Fee for Grass Cutting Parish Sites	700.01
00141	Chorley Business Centre Stamps	8.04
00142	Mrs Tracy Morris Reimbursement Computer Anti-Virus Annual Renewal	109.98
00143	Clayton Brook Residents Group Donation for Office Equipment	300.00
	Total Accounts	£11,442.05
	Transfer Funds	
5047	Transfer Funds from Natwest Bank to Yorkshire bank	58,000.00
	Income	£
B/T	Advert Newsletter (LM Plumbing)	40.00
B/T	Advert Newsletter (J Lawrence)	40.00
B/T Chq/Cash	Stallholders Income Summer Fair	1,217.00
Cash	Programme Sales Summer Fair	1,069.00
Cash	Fairground Income Summer Fair	500.00
B/T	Neale's Waste Management Sponsorship of Summer Fair	750.00
		£3,616.00

<u>Paym't Method/</u> <u>Chq No.</u>	<u>August 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
S/O	Employee (1) Back Pay	557.48
D/D	Employee (1) / Employer Pension Contribution (June)	418.68
B/T	Employee (2) Salary	688.10
B/T	Chorley Business and Technology Centre Monthly Office Rental	404.40
D/D	O2 Telefonica Monthly Fee for Parish Phone	34.94
B/T	BT Business Bill Office Phone and Broadband	67.01
D/D	Three Telephone Monthly Fee Parish Phone (2)	9.55
D/D	Easy Websites Ltd. Monthly Hosting, Parish email addresses, Support.	84.00
S/O	Chorley Self Storage Ltd Storage of Property	88.00
B/T	Envirocare Monthly Fee for Grass Cutting Parish Sites	700.01
B/T	Sprint Print Promotional Banner for Cunnery Meadow Play Area	56.40
00144	J Harrison Sports Engraving for Clayton Cup	7.50
	Total without late Accounts	£5,378.00

8113 PLANNING APPLICATIONS

1. Application no. [18/00917/FULMAJ](#)

Proposal: Erection of 87 dwellings on land to south of Nell Lane

Location: Land adjoining Cuerden Residential Park Nell Lane Cuerden

2. Application no. [19/00417/FULMAJ](#)

Proposal: Erection of 115 dwellings on land at Nell Lane, Clayton-le-Woods with access taken from Parkhurst Avenue

Location: [Land Adjoining Cuerden Residential Park Nell Lane Cuerden](#)

Applications 1 and 2

The Parish Council would be making a verbal representation at the upcoming Development Control Committee Meeting at Chorley Council regarding the concerns regarding the destruction of the natural habitat, hedgerows and trees threatened by the proposed development.

3. Application no. [19/00513/FULHH](#)

Proposal: Single storey side and rear extension

Location: [18 Kiln Croft Clayton-Le-Woods Chorley PR6 7UD](#)

4. Application no. [19/00570/FULHH](#)

Proposal: Two storey side extension and alterations to front elevation

Location: [23 Radburn Close Clayton-Le-Woods Chorley PR6 7RB](#)

5. Application no. [19/00557/ADV](#)

Proposal: Application for advertisement consent for the display of 3no. non-illuminated roundabout signs

Location: [Wychwood Grove Clayton-Le-Woods](#)

6. Application no. [19/00324/FUL](#)

Proposal: Change of use of the land to garden and erection of boundary fence

Location: [19 Brow Hey Bamber Bridge Preston PR5 8DS](#)

7. Application no. [19/00594/FULHH](#)

Proposal: Erection of fence to side and front boundary (part retrospective)

Location: [18 Lancaster Avenue Clayton-Le-Woods Leyland PR25 5TD](#)

8. Application no. [19/00628/FULHH](#)

Proposal: Side dormer extension, replacement roof tiles and elevational alterations

Location: [19 Carlton Avenue Clayton-Le-Woods Chorley PR6 7QG](#)

9. Application no. [19/00601/FULHH](#)

Proposal: Detached summerhouse in rear garden

Location: [39 Barleyfield Bamber Bridge Preston PR5 8JH](#)

Application No. 3-9

It was RESOLVED to make no comment on the above mentioned applications. It was noted that application No 6 had been withdrawn.

The members wished to thank Councillor G Charlesworth and Councillor D Rogerson for their hard work in reviewing each application in detail.

8114 CORRESPONDENCE**Letter from William Frith and John Clayton Trustees**

The Clerk read out the letter from the Charity which explained the duties and responsibilities of the Clayton Parish Representative.

It was RESOLVED that the Chairman of the Council be appointed to the role of Trustee.

It was requested that the Clerk inform the Trust of the decision that had been taken.

Clerk

Letter from Lancashire Environmental Fund – Lunch Invitation

The members were informed that an invitation had been received for one representative to attend a promotional lunch.

It was agreed that the Project Officer attend on behalf of the Parish Council.

PO

8114 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 16th September 2019 at 7.30pm at the Chorley Business Centre.

Committee Meetings

- Communications Committee 10th September 2019
- Finance Committee 5th September 2019
- Environment Committee Meeting
- Management Committee Meeting to be confirmed
- Play and Leisure Committee 5th September 2019