CLAYTON-LE-WOODS PARISH COUNCIL

MINUTES OF THE ORDINARY PARISH MEETING HELD ON MONDAY 16TH OCTOBER 2023 7.30PM AT THE PARISH COUNCIL COMMUNITY MEETING ROOMS/OFFICE

PRESENT: Councillor Mr P Gabbott (Chairman)

Councillor Mr M Clifford Councillor Mr D Clough

Councillor Mrs S Edwards-Williams

Councillor Mr S Maddock Councillor Mr N Whitham Councillor Ms A Willis Councillor Mr A Halliday Councillor Ms B Ward Smith Councillor Mr A Balderstone (10)

In Attendance: 1 Member of the Public

Mrs L Gallagher (Admin Officer)

ACTION

8703 WELCOMETO NEW PARISH COUNCILLORS

All 4 new members were welcomed to the Parish Council.

8704 APOLOGIES

Apologies were received and accepted from Councillor G Charlesworth, Councillor G Ormston and Councillor D Dowrick.

8705 DECLARATION OF INTEREST

Councillor M Clifford as County Councillor for Clayton and Whittle, Deputy Chair of Education, Chorley Council Member for Environment and member of the Chorley Council Licensing Committee.

Councillor N Whitham as a member of Chorley Council Planning Committee.

Councillor P Gabbott as a Governor for Lancaster Lane Primary School. Councillor A Balderstone as a member of Clayton-le-Woods Bowling Team.

8706 PUBLIC PARTICIPATION

The Chairman welcomed 1 member of the public to the meeting.

8707 TO APPROVE THE MINUTES OF THE ORDINARY MEETING HELD ON

Chairman's Signature.....



MONDAY 18TH SEPTEMBER 2023

It was RESOLVED to approve the minutes of the Ordinary Meeting held on Monday 18th September 2023.

8708 CLERK'S AND ADMIN ASSISTANT'S REPORTS

In the absence of the Clerk, the Chairman read out the Clerk's report. The report was received with thanks.

The Administration Officer's report was received with thanks.

8709 REPORTS

- 1. Play & Leisure Committee Meeting. The report was received from Cllr S Edwards-Williams with thanks.
- 1.1. It was RESOLVED to book the OAP Christmas Meal at The Ley Inn for 90 people over 2 days at a cost of £23.00 per head on the 5th and 6th December 2023.
- 1.2. It was RESOLVED to accept and amendment to 170 selection boxes at a cost of £153.00 which includes 10% discount given by Morrisons Community Champion.
- 1.3. It was RESOLVED to vire the remaining Scarecrow Festival budget of £233.10 to the Christmas Light Switch On budget.

Cllr Ward Smith left the meeting Cllr Ward Smith re-entered the meeting

- 1.4. It was RESOLVED to approve the Summer Clayton Cup with spends up to £1080.00
- 1.5. It was RESOLVED to hold the 2024 Summer Fair event on Saturday 22nd June 2025.
- 2. External Audit Report 2022/23. In the absence of the Clerk, the Chairman went through the report. It was noted that the audit was submitted late in 2022/23 due to staff absence.

8710 WILDFLOWER MEADOW PROVISON 2024

It was RESOLVED to approve the cost of £3000 for the provision of 6 Wildflower Meadows in the Parish in 2024.

Chairman's Signature.....



8711 ACCOUNTS FOR PAYMENT

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

1. Payments September/October 2023

PAYMENTS LIST

PAYMENTS LIST												
Voucher	Bank	Cheque No	Description	Supplier VA Ty	T pe	Net	VAT	Total				
215	Virgin Money		Utility Bill	NPower	L	124.41	6.22	130.63				
216	Virgin Money		Annual Emergency Light	Walker Gabbott Electri	S	249.12	49.82	298.94				
219	Virgin Money		Sundries	Tesco	Z	3.70		3.70				
221	Virgin Money		Annual Membership	Starboard Systems Ltd	S	520.00	104.00	624.00				
218	Virgin Money		Expenses	Cllr Mark Clifford	Z	72.03		72.03				
220	Virgin Money		Sundries	Age Concern	Z	22.90		22.90				
222	Virgin Money		Utility Bill	Water Plus	S	6.67	1.33	8.00				
222	Virgin Money		Utility Bill	Water Plus	Z	34.06		34.06				
213	Virgin Money		Office Cleaning	Diamond Domestic	S	64.00	12.80	76.80				
223	Virgin Money		CLW Bowling Green Mair	SRI Watering Systems	S	343.30	68.66	411.96				
224	Virgin Money		External Auditor Fee	PKF Littlejohn LLP	S	420.00	84.00	504.00				
226	Virgin Money		Signage	Poppy Signs Ltd	S	165.09	33.02	198.11				
225	Virgin Money		Expenses	Employee 02	Z	24.26		24.26				
247	Virgin Money		Signage	Poppy Signs Ltd	S	149.88	29.98	179.86				
248	Virgin Money		Play Area General Repai	Wicksteed	S	380.16	76.03	456.19				
244	Virgin Money		Sundries	MFG	Z	2.30		2.30				
245	Virgin Money		Scarecrow Festival Prize	MFG	Z	390.00		390.00				
229	Natwest Bank	S/O	Salary	Lengthsmen JI	Е	130.80		130.80				
230	Virgin Money	S/O	Salary	Employee 01	Е	1,722.67		1,722.67				
231	Natwest Bank	D/D	Pension	LCC Pension Employer,	E	899.66		899.66				
233	Virgin Money	S/O	Salary	Lengthsmen ME	Ε	348.80		348.80				
235	Virgin Money	S/O	Salary	Employee 02	Е	1,036.08		1,036.08				
246	Virgin Money		Utility Bill	NPower	L	123.09	6.15	129.24				
227	Virgin Money	B/T	Grass Cutting/Open Spa	Envirocare Maintenanc	S	848.43	169.69	1,018.12				
228	Natwest Bank	D/D	Website/Email Managem	Easy Websites	S	66.00	13.20	79.20				
232	Natwest Bank	D/D	Phones/Broadband	02	S	6.07	1.21	7.28				
234	Virgin Money	S/O	Rent/Room Hire	Chorley Self Storage Li	t S	76.67	15.33	92.00				
236	Virgin Money	D/D	Phones/Broadband	Three Business Service	S	7.50	1.50	9.00				
237	Virgin Money	B/T	Grass Cutting/Open Spa	Envirocare Maintenanc	S	848.43	169.69	1,018.12				
238	Virgin Money	D/D	Phones/Broadband	BT	S	49.59	9.92	59.51				
239	Virgin Money	S/O	Salary	Lengthsmen CD	Χ	87.20		87.20				
240	Virgin Money	B/T	CLWBG Monthly Rent	MRE Belbroughton Ltd	Χ	49.00		49.00				
241	Virgin Money		Office Cleaning	Diamond Domestic	S	64.00	12.80	76.80				
242	Virgin Money		Flowerbed Maintenance	Envirocare Maintenanc	S	340.00	68.00	408.00				
243	Virgin Money		CLW Bowling Green Mair	East Riding Turf Care	S	79.83	15.97	95.80				
				Total		9,755.70	949.32	10,705.02				

The following receipts were noted:

2. Receipts Sepotember 2023

Chairman's Signature.....



RECEIPTS LIST

Voucher	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
67	Natwest Bank	В/Т	Bank Interest	Natwest Bank	Х	8.52		8.52
				To	otal	8.52		8.52

8712 PLANNING APPLICATIONS

It was RESOLVED to make no comment on the following applications:

- 1.Application no: 23/00752/FUL Proposal: Siting of a temporary portacabin to provide office facilities Location: Greenways Rest Home, 720 Preston Road, Clayton-Le-Woods, Preston, PR5 8JP Applicant: Mr David Obi Greenways Rest Home, 720 Preston Road, Clayton-Le-Woods, Preston, PR5 8JP
- 2.Application no: 23/00755/CLPUD Proposal: Application for a certificate of lawfulness for the proposed conversion of the existing garage in order to facilitate provision of habitable accommodation, internal and external alterations and refurbishment of existing rear balcony. Location: 28 Lords Croft, Clayton-Le-Woods, Chorley, PR6 7TP
- 3.Application no: 23/00834/FULHH Proposal: Part two storey side extension, part single storey rear extension, front porch (following demolition of existing attached porch and garage) Location: 111 Lancaster Lane Clayton-Le-Woods Leyland PR25 5SP

1 member of the public left the meeting.

8713 PARISH COUNCILLOR ELECTIONS – 1 VACANCY (1 CLAYTON BROOK)

Following an interview and secret ballot it was RESOLVED to co-opt Mr Eddie Shannon onto the Parish Council.

There no longer any vacancies on the Parish Council.

It was requested that the Admin Officer make the necessary arrangements to inform the candidate and to send out the necessary paperwork. They will be invited to attend their first meeting in November.

8714 DATE OF NEXT MEETING

Chairman's Signature......



The date of the next Full parish Council meeting is Monday 20th November 2023 at 7.30pm at Clayton-le-Woods Parish Council Offices/Meeting Rooms, 239a Preston Road, Clayton-le-Woods, Chorley, PR6 7PY.

Communications Committee Meeting Wednesday 18th October 2023 at 7.00pm.

War Memorial Committee Meeting Wednesday 18th October 2023 at 7.00pm at Whittle Village Hall.

Play & Leisure Committee Meeting on Thursday 9th November 2023 at 7.00pm.

Environment Committee Meeting on Tuesday 12th December 2023 at 7.00pm.

Chairman's Signature......