

CLAYTON-LE-WOODS PARISH COUNCIL

**MINUTES OF THE ORDINARY PARISH MEETING
HELD ON MONDAY 19th FEBRUARY 2024 7.30PM
AT THE PARISH COUNCIL COMMUNITY MEETING ROOM/OFFICE
AT 239A PRESTON ROAD, CLAYTON-LE-WOODS, CHORLEY**

PRESENT: Councillor Mr P Gabbott (Chairman)
Councillor Mr A Balderstone
Councillor Mr D Clough
Councillor Mrs D Dowrick
Councillor Mrs S Edwards-Williams
Councillor Mr A Halliday
Councillor Mr S Maddock
Councillor Mrs G Ormston
Councillor Mr E Shannon
Councillor Mrs B Ward-Smith
Councillor Mrs K Wardle
Councillor Mrs A Willis (12)

In Attendance: Mrs L Gallagher (Admin Assist)
Mrs TD Morris (Clerk)

Members of the Public: None

ACTION

8747 WELCOME

All the participants were welcomed to the meeting. Councillor K Wardle was welcomed to her first Parish Council meeting.

8748 APOLOGIES

Apologies were received and accepted from Councillors M Clifford and N Whitham. (2)

DECLARATION OF INTEREST

Councillor A Balderstone as a Member of Clayton-le-Woods Bowling Team/Club.

8749 PUBLIC PARTICIPATION

There was no public participation

Chairman's Signature.....



CLW PARISH COUNCIL MINUTES

8750 TO APPROVE THE MINUTES OF THE ORDINARY MEETING HELD ON MONDAY 15th JANUARY 2024

It was RESOLVED to approve the minutes of the Ordinary Meeting held on Monday 15th January 2024 which was duly signed by the Chairman.

8751 CO-OPTION OF PARISH COUNCILLOR (CLAYTON SOUTH EAST WARD)

The Clerk informed the Members that Chorley Council have given permission to co-opt for the vacancy of Parish Council (South East Ward) left following the death of Cllr G Charlesworth.

8752 COMMEMORATION OF THE LATE CLLR G CHARLESWORTH (GC)

- 1. The Clerk tabled a number of suggestions which included:
 - 1.1 Naming the Academic Clayton Cup after GC.
 - 1.2 Mounting the Parish Crest the GC designed in a frame and attributing the mock up of the crest to her.
 - 1.3 Parish Newsletter article to be written by Clerk and edited by Cllr G Ormston.
 - 1.4 Westwood Primary School to be asked for a tribute/article as GC was a Governor at the school for many years.

AA/Clerk
Clerk
Clerk
Clerk

Any further ideas would be tabled in due course.

8753 MATTERS ARISING (CLERKS / ADMIN ASSIST REPORT)

1.The Clerk presented her report and added that the Budget 2024/25 and Income Statement had been uploaded onto the website and would be published in the Newsletter as usual.

2. The Admin Assistant presented her report and highlighted the installation of a replacement roundabout at Great Greens Lane and the revision of the Parish Newsletter and the ongoing Summer Clayton Cup preparations.

Both reports were received with thanks.

8754 WHITTLE AND CLAYTON WAR MEMORIAL COMMITTEE ANNUAL LEVY 2023/24 REQUEST £3,500.00

It was RESOLVED to pay the Whittle and Clayton War Memorial Committee the annual levy/precept for 2023/24 of £3,500.00.

Chairman’s Signature.....



It was requested that the Clerk arrange for payment as soon as was practicable.

Clerk

8755 TO APPROVE THE HANGING BASKET CONTRACT 2024 PLANTSCAPE - £4092.80 + VAT

It was RESOLVED to approve the hanging basket contract at a cost of £4092.80 + VAT.

It was requested that the Clerk inform the contractor as soon as is practicable.

Clerk

8756 PROPOSAL TO EXTEND WARM SPACE MEETING TO MONTHLY MEETING HUB EVENT

The Clerk informed the Members that the last Warm Space Event went really well with Cllr Edwards-Williams running a craft session with Cllrs Shannon and Balderstone in attendance.

It was proposed that the Warm Space Initiative be extended to a Meeting Hub Session in the following months until the Summer break and then until the next Warm Space meeting in October 2024. There was still plenty in the budget to provide for possible craft materials and refreshments. It was also noted that numbers could be improved by altering the time and/or day of the session.

It was RESOLVED to extend the Warm Space meetings beyond March 2024 and to investigate changing the time and date and publicity to gain more interest.

AA/Clerk

8757 CIL REPORT 2023 - £28,164.75 AVAILABLE FOR 2024/25

The Members had been provided with a CIL Report and explanatory Report prior to the meeting for their information.

It was noted that there was now some £28,164.75 available to be spent on projects for 2024/25. The Clerk explained after reviewing the ongoing projects some £23,000 had been put back in the unallocated funds due to the Back Lane Woods regeneration project being almost complete.

A number of queries were raised and the Chairman answered them and left the door open for any member to contact himself or the Clerk if there were any further questions.

Chairman's Signature.....



CLW PARISH COUNCIL MINUTES

It was requested that the CIL report be sent through to Chorley Council and published on the website and the Parish Newsletter.

Clerk

8758 ACCOUNTS FOR PAYMENT

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

1. Payments January/February 2024

PAYMENTS LIST

Voucher	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
374	Virgin Money	B/T	Christmas Light Switch o	The Lord Nelson Public	S	666.67	133.33	800.00
378	Virgin Money		Utility Bill	Water Plus	S	5.38	1.08	6.46
379	Virgin Money		Sundries	Amazon	S	5.82	1.17	6.99
378	Virgin Money		Utility Bill	Water Plus	Z	27.47		27.47
376	Virgin Money		HMRC NI/Tax	HMRC	Z	2,787.72		2,787.72
377	Virgin Money		Utility Bill	NPower	L	160.02	8.00	168.02
381	Virgin Money		Litter Picking	Workwear Express Ltd	S	28.51	5.70	34.21
383	Virgin Money		Office Cleaning	Diamond Domestic	S	72.00	14.40	86.40
382	Virgin Money		Utility Bill	Eon	L	55.26	2.76	58.02
385	Virgin Money		Clayton Cup (Summer)	Chorley Leisure	Z	228.00		228.00
380	Virgin Money		Sundries	Sainsbury's	Z	6.50		6.50
384	Virgin Money		Christmas Tree Installati	T & JM Stafford and Son	S	700.00	140.00	840.00
404	Virgin Money		Postage	Post Office	Z	90.00		90.00
403	Virgin Money		Sundries	Asda	S	15.00	3.00	18.00
405	Virgin Money		Summer Fair	NWC Marquees	S	1,185.00	237.00	1,422.00
400	Virgin Money		Clerk's Reimbursement	Clerk	Z	17.50		17.50
406	Virgin Money		Summer Fair	Poppywood Alpacas	Z	150.00		150.00
407	Virgin Money		Characters x 2 Summer f	Lancashire Ice Queen Pa	Z	20.00		20.00
386	Natwest Bank	D/D	Website/Email Managem	Easy Websites	S	85.80	17.16	102.96
389	Natwest Bank	D/D	Phones/Broadband	O2	S	36.36	7.27	43.63
393	Virgin Money	D/D	Phones/Broadband	Three Business Services	S	8.04	1.61	9.65
394	Virgin Money	D/D	Phones/Broadband	BT	S	46.95	9.39	56.34
391	Virgin Money	S/O	Rent/Room Hire	Chorley Self Storage Ltd	S	76.67	15.33	92.00
396	Virgin Money	B/T	CLWBG Monthly Rent	MRE Belbroughton Ltd	X	49.00		49.00
387	Virgin Money	S/O	Salary	Employee 01	E	1,801.54		1,801.54
392	Virgin Money	S/O	Salary	Employee 02	E	1,119.55		1,119.55
395	Virgin Money	S/O	Salary	Lengthsmen CD	X	87.20		87.20
390	Virgin Money	S/O	Salary	Lengthsmen ME	E	348.80		348.80
388	Natwest Bank	D/D	Pension	LCC Pension Employer/E	E	1,171.59		1,171.59
397	Virgin Money		Office Cleaning	Diamond Domestic	S	64.00	12.80	76.80
398	Virgin Money		Utility Bill	NPower	L	178.05	8.90	186.95
399	Virgin Money		Sundries	Clerk	Z	16.00		16.00
402	Virgin Money		War Memorial Committe	WLW &CLW War Memori	Z	3,500.00		3,500.00
401	Virgin Money		Clerk's Reimbursement	Clerk	Z	15.35		15.35
Total						14,825.75	618.90	15,444.65

Chairman's Signature.....



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The following receipts were noted:

2. Receipts January 2024

RECEIPTS LIST

Voucher	Bank	Description	Supplier	VAT Type	Net	VAT	Total
84	Virgin Money	Bank Interest	Virgin Money	Z	5.31		5.31
81	Virgin Money	Warm Space Grant	LCC	Z	150.00		150.00
83	Natwest Bank	Bank Interest	Natwest Bank	Z	86.46		86.46
Total					241.77		241.77

8759 PLANNING APPLICATIONS

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

1.Application no: 24/00014/DIS Case Officer: Chris Smith - 01257 515223
 Ward: Clayton West And Cuerden Proposal: Application to discharge condition 36 (travel plan) of planning permission ref: 14/00951/OUTMAJ (Outline application for up to 220 dwellings with associated open space and landscaping, with all matters reserved except for access) Location: Land North Of Lancaster Lane And Bounded By Wigan Road And Shady Lane, Lancaster Lane, Clayton-Le-Woods.

2.Application no: 24/00021/DIS Case Officer: Mike Halsall - 01257 515226
 Ward: Clayton West And Cuerden Proposal: Application to discharge conditions 10 (programme of building recording) and 11 (Written Scheme of Investigation) of listed building consent 21/00532/LBC (Application for listed building consent for works to the Grade II listed stables to facilitate a change of use of vacant care home (Use Class C2) to residential dwelling (Use Class C3) with associated staff and guest accommodation; internal and external repair/refurbishment works and alterations; selective demolition; and two storey extension to service buildings in south west corner of stable yard) Location: Cuerden Hall, Shady Lane, Cuerden, Bamber Bridge, Preston, PR5 6AZ.

3.Application no: 24/00022/DIS Case Officer: Mike Halsall - 01257 515226
 Ward: Clayton West And Cuerden Proposal: Application to discharge conditions 10 (programme of building recording) and 11 (Written Scheme of Investigation) of listed building consent 21/00531/LBC (Application for listed building consent for works to the Grade II* listed hall to facilitate a change of use of vacant care home (Use Class C2) to residential dwelling (Use Class C3) including internal and external repair/refurbishment works and alterations; extension including orangery, staircase enclosure and creation of swimming pool with glazed enclosure) Location: Cuerden Hall, Shady Lane, Cuerden, Bamber Bridge, Preston, PR5 6AZ.

4.Application no: 24/00024/FULHH Case Officer: Eleanor McCleary - 01257 515176 Ward: Clayton West And Cuerden Proposal: Part two storey front /

Chairman’s Signature.....



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part first floor front / part single storey front extensions, and single storey rear extension Location: 39 Manor Road, Clayton-Le-Woods, Chorley, PR6 7JR.

5.Application no: 24/00028/DIS Case Officer: Mike Halsall - 01257 515226 Ward: Clayton West And Cuerden Proposal: Application to discharge conditions 32 (programme of building recording) and 34 (Written Scheme of Investigation) of planning permission 21/00530/FULMAJ (Change of use of vacant care home (Use Class C2) to residential dwelling (Use Class C3) with associated staff and guest accommodation; internal and external repair/refurbishment works and alterations; selective demolition; extension including orangery, staircase enclosure, creation of swimming pool with glazed enclosure, and two storey extension to service buildings in south west corner of stable yard; hard and soft landscaping works including associated structures and landscape features including reinstatement of dilapidated pond; construction of gate lodges and secondary gates to access road; removal of driveway bridge crown and repair of tunnel; provision of associated car parking; together with other associated development) Location: Cuerden Hall, Shady Lane, Cuerden, Bamber Bridge, Preston, PR5 6AZ.

6.Application no: 24/00038/TPO Case Officer: Bill Whisker - 01257 515642 Ward: Clayton West And Cuerden Proposal: Application for works to protected trees - Chorley BC TPO 6 (Clayton-le-Woods) 2007: T1 Sycamore - Reduce upper canopy by up to three metres; T2 Copper Beech - Reduce entire tree by up to 3 metres, Crown raise to 3 metres above ground level. Location: 7 Kendal Gardens, Clayton-Le-Woods, Leyland, PR25 5SE.

7.Application no: 24/00032/CLPUD Case Officer: Eleanor McCleary - 01257 515176 Ward: Clayton West And Cuerden Proposal: Application for a certificate of lawfulness for a proposed single storey rear extension Location: 5 Glenmore, Clayton-Le-Woods, Chorley, PR6 7TA.

8.Application no: 24/00052/FUL Case Officer: Mrs Hannah Roper - 01257 515230 Ward: Clayton East, Brindle And Hoghton Proposal: replacement semi-detached dwelling (following original property's demolition due to fire damage) Location: 71 Kirkby Avenue, Clayton-Le-Woods, Leyland, PR25 5SQ.

9.Application no: 24/00054/LBC Case Officer: Mike Halsall - 01257 515226 Ward: Clayton West And Cuerden Proposal: Application for listed building consent to replace existing windows Location: Cuerden Hall, Shady Lane, Cuerden, Bamber Bridge, Preston, PR5 6AZ.

10. Application no: 24/00055/FULHH. Case Officer: Eleanor McCleary - 01257 515176 Proposal: Side dormer, conversion of attached garage to habitable accommodation including replacement of garage door with full height windows, provision of a roof terrace above garage, and erection of privacy screens (retrospective) Location: Pear Tree Cottage 608 Preston Road Clayton-Le-Woods Chorley PR6 7EH.

Chairman's Signature.....



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11. Application no: 24/00071/FULHH Case Officer: Simon Lems Proposal: Single storey side extension (following demolition of existing conservatory) Location: St Helens Cottage Chorley Old Road Clayton-Le-Woods Chorley PR6 7QZ.

12. Application no: 24/00094/FUL Case Officer: Mrs Hannah Roper - 01257 515230 Proposal: Section 73 application to amend condition 2 (approved drawings) of planning permission 23/00236/FUL (Erection of industrial building with associated external works, car parking and landscaping) to amend the elevations to reduce amount of cladding in order to satisfy building regulations. Location: Glen Stafford Ltd Unit 1 Thorntrees Business Park Wigan Road Clayton-Le-Woods Leyland PR25 5SB.

8760 CORRESPONDENCE

There was no correspondence tabled at the meeting.

8761 EXCLUSION OF PRESS AND PUBLIC AND STAFF

It was RESOLVED to exclude press and public due to sensitive commercial information.

8762 SPID UPDATE

After due deliberation it was RESOLVED to give the Management Committee along with Cllr M Clifford delegated power to negotiate to an amicable solution to the ongoing SPID issues with Traffic Technology within the prescribed parameters stated in the confidential report.

MGT/Cllr
M Clifford

8763 AOB

Councillor Mrs S Edwards-Williams formally resigned as a Parish Councillor (South East Ward) verbally followed by letters which were passed to the Clerk and the Chairman.

Clerk

8764 DATE OF NEXT MEETING

1.The next full parish council meeting is scheduled to be held on Monday 18th March 2024 at 7.30pm at the Parish Council Community Meeting Room 239A Preston Road, Clayton-le-Woods, Chorley PR6 7PY.

2. Finance Committee Meeting to be held on Tuesday 5th March 2024 at 7.00pm at the Parish Office for Audit 2023/24 Preparation.

Chairman’s Signature.....



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- 3.Events Working Group (Summer Fair/ Academic Clayton Cup) Meeting to be held on Tuesday 2nd April 2024 at 6.30pm at the Lord Nelson. All Welcome.
- 4.Staff Appraisal dates confirmed LG Weds 28th March 2024 at 12 noon and TM Wednesday 6th March 2024 at 12 noon both at the Parish Office.

Chairman's Signature.....