

CLAYTON-LE-WOODS PARISH COUNCIL

**MINUTES OF THE ORDINARY PARISH MEETING
HELD ON MONDAY 21st OCTOBER 2024 AT 7.30PM
AT THE PARISH COUNCIL COMMUNITY MEETING ROOM/OFFICE
AT 239A PRESTON ROAD, CLAYTON-LE-WOODS, CHORLEY**

PRESENT: Councillor Mr M Lee (Chairman)
Councillor Mr M Clifford
Councillor Mr D Cook
Councillor Mr A Halliday
Councillor Mrs B Ward-Smith
Councillor Mrs K Wardle
Councillor Mr N Whitham (7)

In Attendance: Mrs TD Morris (Clerk/Responsible Financial Officer)

Members of the Public: 6 Members of the Public

ACTION

WELCOME

Chairman welcomed Cllr David Cook who was attending his first meeting and several members of the public.

GENERAL NOTICE

It was with great sadness that the Parish Council noted the passing of former Parish Councillor and Chairman Mr Raymond Ormston. Condolences were extended to his wife Councillor Mrs Gail Ormston and her family.

It was also noted that two former Chorley Borough and Whittle Parish Councillors had passed recently (Mr John Walker and Cllr Eric Bell). Condolences were extended to their families.

The Cler had written letters of condolence to all the families.

The Parish Council observed one minutes silence to commemorate their passing.

8871 APOLOGIES

Apologies were received and accepted for Councillors Ms Irene Amahwe, Dave Clough, Steve Maddock, Gail Ormston and Avril Willis.(5)

Chairman's Signature.....



8872 RESIGNATION OF CLLR EDDIE SHANNON

The Chairman announced to the meeting that Cllr Eddie Shannon had tendered his resignation.

It was Resolved to receive and accept the resignation of Cllr E Shannon.

The Clerk would undertake the necessary paperwork to advertise the subsequent vacancy.

Clerk

8873 DECLARATION OF INTEREST

Councillor M Clifford as Member of Lancashire Combined Fire Authority, County Councillor for Clayton and Whittle, Chorley Councillor Champion of Open Spaces and Member of the Licensing Committee and Director of Cuerden Valley Trust. Councillor Mr N Whitham Chorley Councillor and Member of the Planning Committee.

8874 PUBLIC PARTICIPATION

1. Public Participation (Mr Barry Foote – Chairman of the CLW Bowling Team)

• **Renting the Pavilion**

The Clerk informed the Team that due to the lease agreement the Parish Council were not allowed to sub let the grounds or premises to a third party.

• **Bowling Green Working Group**

• **Proposal for Winter Work at Bowling Green**

• **Invitation to meet with the Chairman**

Due to time constraints these items were not addressed. However the Clerk would respond via email in due course.

Clerk

8875 TO APPROVE THE MINUTES OF THE ORDINARY MEETING HELD ON MONDAY 16th SEPTEMBER 2024

It was RESOLVED to approve the minutes of the Ordinary Meeting held on Monday 16TH September 2024 which was duly signed by the Chairman.

Chairman’s Signature.....



8876 MATTERS ARISING (CLERK’S REPORT)

The Clerks report was received with thanks.

8877 REPORT ON WAR MEMORIAL MEETING HELD ON 3RD OCTOBER 2024

The Clerk reported that the meeting had gone well and that the final preparations were under way for the Remembrance Service to be held on Sunday 10th November 2024 all Councillors and public were welcome to attend.

8878 REVIEW OF COMMITTEES

After due consideration it was RESOLVED to work towards a slimmed down committee structure and membership as soon as it was practicable.

8879 WILDFLOWER PROVISION 2025/26

Councillor M Clifford explained the planting of the wildflower meadows and the late blooming for this year. It was noted that in certain areas it was spectacular.

It was RESOLVED to budget for 6+ wildflower meadows within the Parish with a budget provision of some £3,000 plus up to 10% for inflationary purposes be put in the budget for 2025/26.

Clerk

8880 PROPOSALS FOR OAP LUNCH 2024

There were two proposals tabled. One was to continue with the historic provision of a lunch at a pub venue. Or secondly to provide a welfare lunch at a local village hall in partnership with a local charity plus hold an evening event, plus food parcels for the vulnerable within the community at the same cost.

1.Proposal to Continue with lunch at Pub Venue

This was investigated and proposed by Cllr Karen Wardle but received no seconder so the proposal was dropped as it could not be voted on.

Cllr Wardle was thanked for her hard work in gathering the information.

Chairman’s Signature.....



CLW PARISH COUNCIL MINUTES

2.Proposal to Hold a Welfare Lunch and Christmas Provision within the Community

The Chairman proposed to go ahead with the second option in partnership with the local charity. This proposal was seconded.

After due consideration it was RESOLVED to go ahead with the welfare meal and other provisions in partnership with a local charity.

The vote was 6 in favour no abstentions and 1 against.

It was requested that the Clerk inform the community of the change and that the date for the event be publicised as soon as was practicable.

Clerk

It was requested that there be a report submitted in the New Year to review the new OAP offering and its effectiveness and popularity.

Clerk

8881 ACCOUNTS FOR PAYMENT

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

1. Payments September/October 2024

PAYMENTS LIST

Vouch e	Bank	Descrip tion	Supplier	VAT	Net	VAT	Total	
198	Virgin Money	Annual Membership	Starboard Systems	S	624.00	124.80	748.80	
199	Virgin Money	External Auditor Fee	PKF Littlejohn LLP	S	630.00	126.00	756.00	
186	Virgin Money	CLW Bowling Green Main	Kevin Bond	Z	118.33		118.33	
212	Virgin Money	Office Cleaning	Gillian Lloyd	Z	126.00		126.00	
200	Virgin Money	VOID	Summer Fair	NWC Marquees	S			
201	Natwest Bank	D/D	Website/Email Managem	Easy Websites	S	74.80	14.96	89.76
204	Natwest Bank	D/D	Phones/Broadband	O2	S	39.55	7.91	47.46
207	Virgin Money	D/D	Phones/Broadband	Three Business Sen	S	7.50	1.50	9.00
209	Virgin Money	D/D	Phones/Broadband	BT	S	49.59	9.92	59.51
206	Virgin Money	S/O	Rent/Room Hire	Red Rose Storage L	S	69.33	13.87	83.20
215	Virgin Money		Clerk's Reimbursement	Clerk	Z	83.20		83.20
215	Virgin Money		Clerk's Reimbursement	Clerk	Z	18.00		18.00
216	Virgin Money		Utility Bill	Water Plus	S	6.57	1.31	7.88
211	Virgin Mon	CLWBG R	MRE Ltd	X	49.00		49.00	
213	Virgin Money	CLW Bowling Green Main	Kevin Bond	Z	118.33		118.33	
216	Virgin Money		Utility Bill	Water Plus	Z	35.86		35.86
217	Virgin Money		Utility Bill	Eon	L	41.24	2.06	43.30
202	Virgin Money	S/O	Salary	Employee 01	E	1,770.81		1,770.81
205	Virgin Money	S/O	Salary	Lengthsmen ME	E	384.00		384.00
210	Virgin Money	S/O	Salary	Lengthsmen CD	X	96.00		96.00
214	Virgin Money		Salary	Employee	Z	240.00		240.00
203	Natwest Bank	D/D	Pension	LCC Pension Employ	E	899.66		899.66
208	Virgin Money	B/T	Grass Cutting/Open Spa	Envirocare Mainten	S	848.43	169.69	1,018.12
				Total	6,330.20	472.02	6,802.22	

Chairman's Signature.....



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The following receipts were noted:

2.Receipts September 2024

RECEIPTS LIST

Vouch e						Total
69	B/T	Bank Interest	Natwest Bank	X	33.84	33.84
Total					33.84	33.84

8882 PLANNING APPLICATIONS

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

1.Application no: 24/00762/PDE Case Officer: Eleanor McCleary - 01257 515176 Ward: Clayton East, Brindle And Hoghton Proposal: Notification of a proposed single storey rear extension measuring 4m in depth, with eaves height of 2.52m, and a maximum height of 3.25m Location: 17 Clover Field, Clayton-le-Woods, Chorley, PR6

2.Application no: 24/00753/FULHH Case Officer: Simon Lems Ward: Clayton West And Cuerden Proposal: External alterations to existing garage in order to facilitate provision of habitable accommodation Location: 21 Dallington Avenue, Clayton-le-Woods, Leyland, PR25 5AH

3.Application no: 24/00773/ADV Case Officer: Mrs Hannah Roper - 01257 515230 Ward: Clayton West And Cuerden Proposal: Application for advertisement consent for the display of a small format double-sided D6 (digital advertisement) screen Location: MFG Clayton Green, Clayton Green Service Station, Preston Road, Clayton-le-Woods, Chorley, PR6 7JD

4.Application no: 24/00777/FULHH Case Officer: Eleanor McCleary - 01257 515176 Ward: Clayton East, Brindle And Hoghton Proposal: Single storey rear extension Location: 504 Preston Road, Clayton-le-Woods, Chorley, PR6 7JB

5.Application no: 24/00778/PDE Case Officer: Eleanor McCleary - 01257 515176 Ward: Clayton East, Brindle And Hoghton Proposal: Notification of a proposed single storey rear extension measuring 5m in depth, with eaves height of 2.8m, and a maximum height of 2.8m Location: 20 Carr Meadow, Bamber Bridge, Preston, PR5 8HS

6.Application no: 24/00761/FULHH Case Officer: Mrs Hannah Roper - 01257 515230 Ward: Clayton East, Brindle And Hoghton Proposal: Erection of a

Chairman’s Signature.....



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1.9m high fence on the boundary (retrospective) Location: 43 Masonfield, Bamber Bridge, Preston, PR5 8HP

7.Application no: 24/00781/MNMA Case Officer: Simon Lems Ward: Clayton West And Cuerden Proposal: Minor non-material amendment to planning permission ref: 23/01006/FULHH (Single storey rear extension with dormer above and rooflights to front elevation, following demolition of existing garage (retrospective)) involving the alteration of the first floor external bedroom doors to open outwards with an internal barrier and the reduction in size of the windows to the front elevation Location: 53 Watkin Road, Clayton-le-Woods, Chorley, PR6 7PU

8.Application no: 24/00787/FULHH Case Officer: Eleanor McCleary - 01257 515176 Ward: Clayton West And Cuerden Proposal: Part two storey side extension, part single storey rear extension (following demolition of existing garage) Location: 68 Lancaster Lane, Clayton-le-Woods, Leyland, PR25 5SP

9.Application no: 24/00820/CLPUD Case Officer: Mrs Hannah Roper - 01257 515230 Ward: Clayton West And Cuerden Proposal: Application for a certificate of lawful development for the use of a dwellinghouse (Use Class C3) as a care home for up to three young people (no older than 18 years of age) with care provided by three non-resident carers during the day and two overnight carers, all working on a shift basis in addition to a manager and deputy manager during normal working hours (Use Class C2) Location: 59 Spring Meadow, Clayton-le-Woods, Leyland, PR25 5UR

10.Application no: 24/00824/FULHH Case Officer: Eleanor McCleary - 01257 515176 Ward: Clayton West And Cuerden Proposal: Single storey rear extension including flat roof link, and associated alterations to dwelling Location: 76 Lancaster Lane, Clayton-le-Woods, Leyland, PR25 5SP

11.Application no: 24/00829/CLPUD Case Officer: Mrs Hannah Roper - 01257 515230 Ward: Clayton West And Cuerden Proposal: Application for a certificate of lawful development for the use of a dwellinghouse (Use Class C3) as a children's home, for up to two young people, with two staff members working of a rota basis (Use Class C2) Location: 1 Dallington Avenue, Clayton-le-Woods, Leyland, PR25 5AH

12.Application no: 24/00867/FULHH Proposal: Conversion of integral garage to habitable accommodation Location: 75 Kiln Croft Clayton-le-Woods Chorley PR6 7UB

8883 CORRESPONDENCE

1. Bowling Team Correspondence (Item 8874)
2. Letter of Invitation from Mayors Office Chorley to Remembrance Service 10th November 2024

Chairman's Signature.....



3. Letter from War Memorial Committee to Remembrance Service 10th November 2024

8884 MOTION TO EXCLUDE PRESS AND PUBLIC AND STAFF

It was RESOLVED to exclude press and public and staff due to confidential voting matters.

Members of the public and Staff left the meeting at this point.

8885 STAFFING REQUEST

This matter was deemed confidential.

It was RESOLVED to give permission to the staff Member to undertake welfare actions to the cost of £480.00.

Clerk

8886 DATE OF NEXT MEETING

1.The Chairman wishes to call an extraordinary parish council meeting (if certain information becomes available) on Monday 28th October 2024 at 7.30pm at the Parish Council Community Meeting Room 239A Preston Road, Clayton-le-Woods, Chorley PR6 7PY. (Confirmation to Follow)

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

3. Management Committee meeting Scheduled for Wednesday 6th November 2024 at 7.00pm at the Parish Council Community Meeting Room 239A Preston Road, Clayton-le-Woods, Chorley PR6 7PY.

Chairman’s Signature.....