

**CLAYTON-LE-WOODS PARISH COUNCIL**

**MINUTES OF THE ORDINARY PARISH MEETING  
HELD ON MONDAY 19<sup>th</sup> MAY 2025 AT 7.30PM  
AT THE PARISH COUNCIL COMMUNITY MEETING ROOM/OFFICE  
AT 239A PRESTON ROAD, CLAYTON-LE-WOODS, CHORLEY**

**PRESENT:** Councillor Mr M Clifford (Chairman)  
Councillor Ms I Amahwe  
Councillor Mrs M Brown  
Councillor Mr D Clough  
Councillor Mr D Cook  
Councillor Mr A Halliday  
Councillor Mr S Maddock  
Councillor Mr N Whitham (8)

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

**Members of the Public: 2**

**8931 APOLOGIES**

Apologies were received and accepted for Councillors Mrs B Ward-Smith, Mrs G Ormston (2).

**8932 DECLARATION OF INTEREST**

Councillor M Clifford as Member of Lancashire Combined Fire Authority, County Councillor for Clayton with Whittle, Chorley Councillor with Responsibility for 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.

**8933 PUBLIC PARTICIPATION**

A resident had a number of queries which were discussed. It was hoped that in the future there would be more interaction with the residents via public consultation, social media and the newsletter.

**8934 TO APPROVE THE MINUTES OF THE ORDINARY MEETING HELD ON MONDAY 14<sup>th</sup> APRIL 2025**

It was agreed to defer the approval of the minutes of the Ordinary Meeting held on Monday 14<sup>th</sup> April 2025 until the next meeting.

**ACTION**

Clerk

**Chairman's Signature**.....



**8935 TO APPROVE THE MINUTES OF THE ANNUAL PARISH MEETING HELD ON MONDAY 14<sup>th</sup> APRIL 2025**

It was agreed to defer the approval of the minutes of the Annual Meeting held on Monday 14<sup>th</sup> April 2025 until the next meeting.

Clerk

**8936 MATTERS ARISING (CLERK’S REPORT)**

The Clerk gave a verbal report which was accepted with thanks.

**8937 SUMMER FAIR 2025**

Cllr Mark Clifford gave a thorough update of the preparations for the Summer Fair 2025.

He invited all the Members to support the day by volunteering in any capacity possible.

The members thanked Cllr Clifford for all his hard work putting the preparations together.

**8938 CIL – Proposal for Projects**

- Meadowbank Footpaths
- Clayton Brook Safety Barriers
- New Paths/Tree Management on War Memorial Site

All the above projects were noted; however the Chairman indicated that the safety barriers in Clayton Brook and the Meadowbank footpath project would be considered as part of the proposed Chorley Council Neighbourhood Project Schemes.

The proposed War Memorial improvements would need further development prior to submission for consideration in the future.

**8939 TO APPROVE CHAIR PERSONS ALLOWANCE NOV 2024 - APRIL 2025**

After due discussion it was RESOLVED to pay the Chair persons allowance of £250.00 to Cllr Barbara Ward Smith.

Clerk

Chairman’s Signature.....



CLW PARISH COUNCIL MINUTES

**8940 ACCOUNTS FOR PAYMENT**

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

**1. Payments April/May 2025**

Voucher	Code	Bank	Description	Supplier	Net	VAT	Total	
34	Summer Fair	Virgin Money	Summer Fair	Poppywood Alpacas	Z	650.00	650.00	
17	ICT	Natwest Bank	D/D Website/Email Managem	Easy Websites	S	66.00	13.20	79.20
20	Phone	Natwest Bank	D/D Phones/Broadband	O2	S	36.36	7.27	43.63
23	Phone	Virgin Money	D/D Phones/Broadband	Three Business Ser.	S	7.50	1.50	9.00
24	Phone	Virgin Money	D/D Phones/Broadband	BT	S	49.59	9.92	59.51
28	Office Rental	Virgin Money	Office Cleaning	Gillian Lloyd	Z	72.00		72.00
22	Office Rental	Virgin Money	S/O Rent/Room Hire	Red Rose Storage L	S	69.33	13.87	83.20
30	Expenses	Virgin Money	Chairman's Expenses	Clr B Ward Smith	Z	250.00		250.00
31	Expenses	Virgin Money	Expenses	Clerk	Z	16.90		16.90
26	Bowling Green Lease	Virgin Mon	B/T BG Rent	Aquarius	Z	49.00		49.00
27	Bowling Green General Repai	Virgin Money	CLW Bowling Green Main	Kevin Bond	Z	118.33		118.33
18	Employee 1	Virgin Money	S/O Salary	Employee 01	E	1,722.67		1,722.67
21	Lengthsmen	Virgin Money	S/O Salary	Lengthsmen ME	E	403.20		403.20
25	Lengthsmen	Virgin Money	S/O Salary	Lengthsmen CD	X	96.00		96.00
29	Lengthsmen	Virgin Money	Salary	Lengthsmen AB	Z	252.00		252.00
19	Pension Costs	Natwest Bank	D/D Pension	LCC Pension Employ	E	899.66		899.66
33	NALC/SLCC	Virgin Money	Annual Membership	NALC/LALC	Z	1,532.24		1,532.24
32	Office Rental	Virgin Money	Intruder Alarm Maintena	Lancs Fire & Securit	S	27.50	5.50	33.00
35	HMRC Payments	Virgin Money	HMRC NI/Tax	HMRC	Z	2,184.74		2,184.74
<b>Total</b>						<b>8,503.02</b>	<b>51.26</b>	<b>8,554.28</b>

The following receipts were noted:

**2. Receipts April 2025**

Voucher	Code	Bank	Description	Supplier	Net	Total	
4	Grant	Virgin Money	Grant	Chorley Council	Z	11,458.00	11,458.00
5	Precept	Virgin Money	Precept	Chorley Council	Z	170,475.00	170,475.00
6	CIL Grant	Virgin Money	CIL	Chorley Council	Z	66,382.05	66,382.05
2	Office Rental	Virgin Money	Rent/Room Hire	Hope and Mallows	Z	255.00	255.00
1	Bank Interest	Natwest Bank	B/T Bank Interest	Natwest Bank	X	20.20	20.20
<b>Total</b>						<b>248,590.25</b>	<b>248,590.25</b>

**8941 PLANNING APPLICATIONS**

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

1. Application no: 25/00339/FUL Case Officer: Mrs Hannah Roper - 01257 515230 Ward: Clayton West And Cuerden Proposal: Point of sale cabin Location: Cuerden Valley Park, Shady Lane, Cuerden, Bamber Bridge.

Chairman's Signature.....



CLW PARISH COUNCIL MINUTES

2.Application no: 25/00373/FULHH Case Officer: Eleanor McCleary - 01257 515176 Ward: Clayton West And Cuerden Proposal: Single storey side/rear extension and single detached garage Location: The Hawthorns, Moss Lane, Clayton-le-Woods, Leyland, PR25 4SE.

3.Application no: 25/00368/FULHH Case Officer: Eleanor McCleary - 01257 515176 Ward: Clayton East, Brindle And Hoghton Proposal: Alterations to existing porch, new windows to side elevation at ground floor and first floor, and alterations to size of windows on front elevation at ground floor and first floor Location: 110 Homestead, Bamber Bridge, Preston, PR5 8BE.

4.Application no: 25/00398/TPO Case Officer: Jonathan Henderson Ward: Clayton East, Brindle And Hoghton Proposal: Application for works to a protected tree, Chorley BC TPO 4 (Clayton-le-Woods) 2021. T1 - Fell. Location: Haworth Court, Preston Road, Clayton-le-Woods Applicant: Nicola Hodgkinson - Haworth Court Preston Road, Clayton-le-Woods, Lancashire, PR6 7YL.

5.Application no: 25/00376/CLPUD Case Officer: Mrs Hannah Roper - 01257 515230 Ward: Clayton West And Cuerden Proposal: Application for a certificate of lawfulness for the use of the property (C3(a)) for four young adults living together as a single home with 24hr care provided by up to three carers during the day and one carer overnight (C3(b)) and the construction of a single storey extension. Location: 20 Pear Tree Road, Clayton-le-Woods, Chorley, PR6 7JP.

6.Reference: 25/00414/CLPUD Proposal: Application for a certificate of lawfulness for a proposed single storey rear extension Location: 123 Higher Meadow Clayton-le-Woods Leyland PR25 5RP.

7.Reference: 25/00423/FULHH Proposal: Location: Installation of an air source heat pump to rear of property 15 Ryton Place Clayton-le-Woods Leyland PR25 5AZ.

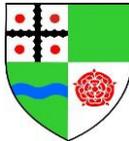
**8942 CORRESPONDENCE**

**Newsletter 2025**

It was noted that the Parish Newsletter would be issued as soon as was practicable and that the relevant committee will put the relevant items together.

**Chorley Council – Neighbourhood Meeting Northern Parishes 19<sup>th</sup> June 2025**

Chairman’s Signature.....



CLW PARISH COUNCIL MINUTES

It was noted that a number of the Parish Councillors would be in attendance due to also being the Chorley Council Members for the area concerned.

The members would report back to the Prish Council in due course.

**8943 MOTION TO EXCLUDE PRESS AND PUBLIC**

It was RESOLVED to exclude press public due to staffing issues.

*Two Members of the public left the meeting at this point.*

**8944 CONFIDENTIAL ITEM (TEMPORARY STAFF APPOINTMENT)**

After due discussion it was RESOLVED to appoint (Employee 05) on a temporary basis subject to review.

Clerk

**8945 DATE OF NEXT MEETINGS**

1.The next full parish council meeting is scheduled to be held on Monday 16<sup>th</sup> June 2025 at 7.30pm at the Parish Council Community Meeting Room 239A Preston Road, Clayton-le-Woods, Chorley PR6 7PY.

Chairman’s Signature.....