

CLAYTON-LE-WOODS PARISH COUNCIL

**MINUTES OF THE ORDINARY PARISH MEETING
HELD ON MONDAY 17TH NOVEMBER 2025 AT 7.30PM
AT THE PARISH COUNCIL COMMUNITY MEETING ROOM/OFFICE
AT 239A PRESTON ROAD, CLAYTON-LE-WOODS, CHORLEY**

PRESENT: Councillor Mrs M Brown (Vice-Chair)
Councillor Ms I Amahwe
Councillor Ms M Beach
Councillor Dr J Coyne
Councillor Mr S Maddock
Councillor Mr N Whitham (6)

In Attendance: Ms Lisa Burton (Locum Clerk/Responsible Financial Officer)

Members of the Public: One (left at 8.10pm)

8984 WELCOME

The Vice-Chair welcomed everyone to the meeting including Cllr Michelle Beach to her first Parish Council meeting.

8985 APOLOGIES

Apologies were received and accepted for Councillor Mrs B Ward-Smith, Councillor Mr Mark Clifford, Councillor Mr David Clough, Councillor Mr David Cook.

8986 DECLARATION OF INTEREST

Councillor N Whitham – Planning, Councillor M Beach – Licensing

8987 PUBLIC PARTICIPATION

Rhea Armstrong from First Kick Foundation attended the meeting to explain the Foundations purpose and objectives in the local Community. The Parish Council will consider how best to engage with both First Kick Foundation and the Community. They will arrange a meeting First Kick and members of the Community to discuss the proposals and formulate a plan for engagement.

First Kick Foundation will be invited to attend the Summer Fair

Funding opportunities to be explored with Chorley Borough Council

ACTION

SB/JC

Clerk

MB

Chairman's Signature.....



CLW PARISH COUNCIL MINUTES

8989 TO APPROVE THE MINUTES OF THE ORDINARY MEETING HELD ON MONDAY 20TH OCTOBER 2025

It was **RESOLVED** that the minutes of the ordinary meeting held on 20th October be approved and were duly signed by the Chair.

8990 MATTERS ARISING (CLERK’S REPORT)

Flowerbed Maintenance

4 companies approached for quotes.

Quotes received from 2 companies – Inspired Gardens & Red Rose

Clerk will provide each company with a proforma to complete for quoting so that they can be easily compared.

Councillor Jan Coyne will provide details of the 3rd Company

Clerk

JC

Back Lane Woods

Back Lane Woods – maintenance conducted on 17/10/2025. One complaint received that a falling branch has damaged a fence. This was repaired by the Contractors on the 14/11/2025.

Committees

Committee Terms of Reference issued and meetings arranged

Events & Assets Wed 12/11/25

Finance Mon 24/11/25

Management TBC

All

Speed Indicator Devices

Contacted Traffic Management, and they are happy to proceed as previously agreed

Need to complete licences for LCC and check works can be completed by Altitude Serves.

Issue with the siting of the post on A6 now it is remarkably close to the SID at St Johns. Clerk to check previous minutes on alternative locations

Clerk

8991 REPORTS

Room Hire

Meeting Room booked Wed 26th November & 3rd December from 10am – 1pm by Age UK Lancashire.

Clerk requested to benchmark to hire charge to ensure a fair rate is charged.

Clerk

Chairman’s Signature.....



CLW PARISH COUNCIL MINUTES

Grant

Grant for Clayton Green Library of £50 to purchase a new Christmas Tree.

It was **RESOLVED** to approve the grant request

Clerk

8992 Christmas Lights Switch On (Saturday 29th November)

Tree delivery Friday 21st November – The Events Com. Will trim the barriers.

Events

Volunteers for marshalling are requested for the event. 4 volunteers at the Lord Nelson to provide refreshments and several at the mound to marshal the public.

All

8993 Seniors Christmas Lunch (9th & 10th December)

9th December fully booked, 10th just a few places available.

Councillor Mark Clifford attending on the 9th December

Councillor Michelle Brown attending on the 10th December.

MC
MB

The Clerk and Councillor Jan Coyne will manage the guest arrival

Clerk/JC

Councillor Shelley Beach has offered to MC the raffle on both days

SB

Raffle prizes are being organised by the Events Com

Clerk/JC

Carol singers have been accepted from Manor Road and 1 other school to be approached – each child will receive a selection box.

Clerk

Chairman's Signature.....



CLW PARISH COUNCIL MINUTES

8994 ACCOUNTS FOR PAYMENT

The Parish Council RESOLVED to approve the following accounts for payments

Payments November 2025

Voucher	Date	Description	Supplier	Net	VAT	Total
183	01/11/2025	CLW Bowling Green Maintenance	Kevin Bond	£118.33	£0.00	£118.33
183	01/11/2025	CLW Bowling Green Maintenance	Kevin Bond	£200.00	£0.00	£200.00
194	08/11/2025	Phones/Broadband	O2	£42.51	£8.50	£51.01
207	20/10/2025	HMRC NI/Tax	HMRC	£4,142.39	£0.00	£4,142.39
208	21/10/2025	CLW Bowling Green Maintenance	East Riding Turf Care	£94.45	£18.89	£113.34
208	21/10/2025	CLW Bowling Green Maintenance	East Riding Turf Care	£133.60	£26.72	£160.32
209	23/10/2025	Training	Lancashire Association of Local Councils	£105.00	£0.00	£105.00
210	28/10/2025	Office Supplies	Amazon	£16.66	£3.33	£19.99
210	28/10/2025	Office Supplies	Amazon	£4.99	£0.00	£4.99
211	28/10/2025	Office Supplies	Amazon	£7.07	£1.42	£8.49
211	28/10/2025	Office Supplies	Amazon	£7.49	£1.50	£8.99
211	28/10/2025	Office Supplies	Amazon	£7.49	£1.50	£8.99
211	28/10/2025	Office Supplies	Amazon	£2.74	£0.55	£3.29
212	30/10/2025	Grant	92 (Chorley) Squadron Air Training Corps	£697.38	£0.00	£697.38
214	04/11/2025	Grass Cutting/Open Spaces Maintenance	Envirocare Maintenance Solutions Ltd	£1,030.54	£206.11	£1,236.65
215	17/11/2025	Phones/Broadband	Three Business Services	£7.50	£1.50	£9.00
216	01/11/2025	ICT	Easy Websites	£67.10	£13.42	£80.52
217	05/11/2025	Utility Bill	Water Plus	£79.23	£1.39	£80.62
218	07/11/2025	Pension	LCC Pension Employer/Employees Contributions	£956.99	£0.00	£956.99
219	06/11/2025	Utility Bill	Pozitive Energy	£164.96	£8.25	£173.21
219	06/11/2025	Utility Bill	Pozitive Energy	£17.67	£0.88	£18.55
220	11/11/2025	Utility Bill	Water Plus	£79.23	£1.39	£80.62
221	12/11/2025	Salary	Employee 01	£2,219.01	£0.00	£2,219.01
222	12/11/2025	Utility Bill	EDF	£184.31	£9.22	£193.53
223	12/11/2025	Salary	Lengthsmen ME	£403.20	£0.00	£403.20
224	12/11/2025	Rent/Room Hire	Red Rose Storage Limited	£69.33	£13.87	£83.20
225	12/11/2025	Phones/Broadband	Three Business Services	£7.50	£1.50	£9.00
226	12/11/2025	Phones/Broadband	BT	£49.59	£9.92	£59.51
227	12/11/2025	Salary	Lengthsmen CD	£100.80	£0.00	£100.80
228	12/11/2025	CLWBG Monthly Rent	MRE Belbroughton Ltd	£49.00	£0.00	£49.00
229	12/11/2025	Salary	Employee	£252.00	£0.00	£252.00
230	12/11/2025	Office Cleaning	Gillian Lloyd	£72.00	£0.00	£72.00
231	12/11/2025	Salary	Employee 05	£2,132.05	£0.00	£2,132.05
						£13,851.97

Chairman's Signature.....



CLW PARISH COUNCIL MINUTES

The following receipts were noted:
Receipts November 2025

Voucher	Date	Description	Supplier	Net	VAT	Total
50	03/11/2025	Cash Deposit	Virgin Money	£0.19	£0.00	£0.19
57	28/10/2025	CIL	Chorley Council	£74,773.07	£0.00	£74,773.07
58	03/11/2025	Office Supplies	Amazon	£2.74	£0.55	£3.29
58	03/11/2025	Office Supplies	Amazon	£7.49	£1.50	£8.99
58	03/11/2025	Office Supplies	Amazon	£7.49	£1.50	£8.99
60	31/10/2025	Bank Interest	Natwest Bank	£34.79	£0.00	£34.79
						£74,829.32

8995 PLANNING APPLICATIONS

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

Validated:

McDonalds Woodale Road Clayton-le-woods Chorley PR6 7TY

- [Installation of two temporary generators and associated 2.4m high timber fence enclosure \(retrospective\)](#)

Ref. No: 25/01066/FUL | Received: Thu 06 Nov 2025 | Validated: Thu 06 Nov 2025 | Status: Awaiting decision

Land Bounded By Parkhurst Avenue East Of Wigan Road Clayton-le-woods

- [Application to discharge conditions 10 \(Habitat Enhancement Plan\), 21 \(Travel Plan\), 22 \(Technical Note for emergency access\) and 26 \(drainage operation and maintenance\) attached to planning permission 25/00225/FULMAJ \(Section 73 application to vary conditions 6 \(arboricultural details\), 14 \(approved plans\), 17 \(noise mitigation scheme\) and 23 \(drainage strategy\) attached to planning permission 22/00576/FULMAJ \(Erection of 70no. market and affordable dwellings with associated access, pumping station and open space following demolition of the existing buildings\) to alter house types, layout and associated details\)](#)

Ref. No: 25/01065/DIS | Received: Thu 06 Nov 2025 | Validated: Thu 06 Nov 2025 | Status: Awaiting decision1

The Bungalow Chorley Old Road Clayton-le-woods Chorley PR6 7QZ

- [Erection of a two storey detached dwelling and associated works \(resubmission of Ref: 14/00309/FUL\)](#)

Ref. No: 25/01035/FUL | Received: Mon 27 Oct 2025 | Validated: Mon 27 Oct 2025 | Status: Awaiting decision

Chairman’s Signature.....



CLW PARISH COUNCIL MINUTES

Side Of 90 Claughton Avenue Clayton-le-woods Leyland PR25 5TN

- [Notice of intention to install 1no. 8m high light wooden pole for the provision of fixed line broadband apparatus](#)

Ref. No: 25/01024/NOT | Received: Wed 22 Oct 2025 | Validated: Wed 22 Oct 2025 | Status: Awaiting decision

The Willows Moss Lane Clayton-le-woods Leyland PR25 4SE

- [Application for a certificate of lawfulness for the proposed conversion of an integrated garage to habitable accommodation.](#)

Ref. No: 25/01010/CLPUD | Received: Mon 20 Oct 2025 | Validated: Wed 22 Oct 2025 | Status: Awaiting decision

Decided:

Land Opposite Hampton Grove Wigan Road Clayton-le-woods

- [Minor non material amendment to planning permission 25/00166/FUL \(Section 73 application to vary condition 3 \(approved plans\) attached to planning permission 24/00658/FUL \(Section 73 application to vary condition 3 \(approved plans\) attached to planning permission 23/00564/FUL \(Application for technical details consent for the erection of four dwellings pursuant to permission in principle 22/00765/PIP\) to alter house types and confirm a phased self-build development\) in order to amend the house types at plots 2 and 3\) to alter the drainage plan](#)

Ref. No: 25/00887/MNMA | Received: Tue 23 Sep 2025 | Validated: Tue 23 Sep 2025 | Status: Granted

1 Ivy Close Clayton-le-woods Leyland PR25 5SG

- [Application for a certificate of lawfulness for a proposed single storey rear extension \(following demolition of existing conservatory\)](#)

Ref. No: 25/00843/CLPUD | Received: Tue 09 Sep 2025 | Validated: Tue 09 Sep 2025 | Status: Granted

Land Bounded By Parkhurst Avenue East Of Wigan Road Clayton-le-woods Leyland PR25 5SB

Erection of a single dwelling with associated works.

Ref. No:25/00844/FUL | Received: Wed 10 Sep 2025 | Validated: 16 Sep 2025 | Status: Granted 11 Nov 2025

8996 CORRESPONDENCE

Chorley Borough Council. Grey Belt and Permission in Principle Training Session - 8 December
Two delegates from the Parish Council are invited to attend.
Places accepted by Councillor Adam Halliday and Councillor David Cook.

AH / DCook

Chairman’s Signature.....



CLW PARISH COUNCIL MINUTES

8997 DATE FOR NEXT MEETING

The next full parish council meeting is scheduled to be held on Monday 19th January 2026 at 7.30pm at the Parish Council Community Meeting Room 239A Preston Road, Clayton-le-Woods, Chorley PR6 7PY.

Chairman's Signature.....