

**CLAYTON-LE-WOODS PARISH COUNCIL**

**MINUTES OF THE ORDINARY PARISH MEETING  
HELD ON MONDAY 16<sup>TH</sup> MARCH 2026 AT 7.30PM  
AT THE PARISH COUNCIL COMMUNITY MEETING ROOM/OFFICE  
AT 239A PRESTON ROAD, CLAYTON-LE-WOODS, CHORLEY**

**PRESENT:** Councillor Mr Mark Clifford (Chair)  
Councillor Ms Michelle Beach  
Councillor Mr David Clough  
Councillor Mr David Cook  
Councillor Dr Jan Coyne  
Councillor Mr A Halliday  
Councillor Mr S Maddock  
Councillor Mr N Whitham (8)

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

**Members of the Public:** Members of the Public x 2

**9026 WELCOME**

The Chair welcomed everyone to the meeting

**9027 APOLOGIES**

Apologies were received and accepted for, Councillor Ms Irene Amahwe, Councillor Mrs Michelle Brown, Councillor Mrs Barbara Ward-Smith.

**9028 DECLARATION OF INTEREST**

Councillor Mark Clifford – LCC matters,  
Councillor N Whitham – Planning/Licencing,  
Councillor Michelle Beach – Licencing

**9029 PUBLIC PARTICIPATION**

Not applicacble.

**9030 TO APPROVE THE MINUTES OF THE ORDINARY PARISH COUNCIL  
MEETING HELD ON MONDAY 16<sup>TH</sup> FEBRUARY 2026**

It was **RESOLVED** that the minutes of the ordinary meeting held on 16<sup>th</sup> February 2026 be approved and were duly signed by the Chair.

**ACTION**

Chair's Signature.....

Date.....



CLW PARISH COUNCIL MINUTES

9031 REPORTS

Action

**LGR Consultation Launch - Lancashire, Blackpool, and Blackburn – PC Response required**

It was **RESOLVED** that the clerk will submit a response to the Consultation favouring the Consultation on the Proposal from Chorley Borough Council, Lancaster City Council, Preston City Council, Ribble Valley Borough Council, South Ribble Borough Council and West Lancashire Borough Council

Clerk

**Hanging Baskets Summer 2026 quote**

It was **RESOLVED** to accept the quote from Plantscape of £4,428.00

Clerk

**Christmas Tree 2026 Eleveden quote**

It was **RESOLVED** to accept the quote from Elveden of £3,725.00

Clerk

**Requests from Bowling Team:**

**Reinstate gates**

It was agreed that the gates will not be reinstated due to these being used to lock out members of the public in the past..

**Stickers for bins (provided)**

Stickers will be provided for the bins, advising not to place dog poop bags in the garden waste bins

**Use of Green on a Thursday afternoon for matches**

Use of the bowling green for matches is agreed, although members of the public will be allowed to utilise the bowling green at these times.

**Replacement Jacks – these have gone missing from the Ley Inn**

The Parish Council will assess what equipment is currently available and replace any missing items as required.

**How can the Bowling Team work with the Parish Council going forward?**

The Parish Council would welcome any Bowling Club being considerate, patient, and polite. The Parish Council would support any Bowling team who consider taking on the lease for the Bowling Green

9032 CLERKS REPORT

**Newsletter Update**

The Newsletter proof has been signed off by the Events & Assets Committee. It is now with Sprintprint for printing. The solution of using direct mail for distribution was too expensive. A reputable distributor will be sought for the distribution of the Newsletter.

Clerk

Chair's Signature.....

Date.....



CLW PARISH COUNCIL MINUTES

**Summer Fair Update**

It was suggested that the Samba Dancers should go in the arena  
The dog show will start at 10.30am.

Signs on barriers to display the times of the dog show plus Social  
Media marketing.

**Action**

**Flowerbed Maintenance & Grass Cutting Contract**

It was agreed that due to the ability of the contractor to cover both the  
Flowerbed Maintenance and Grass Cutting that the contract will be  
awarded to Bowland Estate Services

It was **RESOLVED** that Bowland Estate Services will be awarded the  
grass cutting & flowerbed maintenance contract for 2026.

**Clerk**

**Speed Indicator Devices**

It was advised that no update is currently available on the SPiD project.

**9033 Bank Mandates**

To nominate and agree Bank Account Signatories and Bank  
Signing/Authorisation Resolution: Finance Committee Proposal:

1. Responsible Finance Officer
2. Parish Council Chair
3. Parish Council Vice-Chair
4. Finance Committee Chair
5. Events & Assets Committee Chair
6. 1 Other Parish Councillor

To be updated annually at the Annual General Meeting

Proposed signing rules to be 'Any 2 signatories

It was **RESOLVED** that these rules will be followed for all Bank  
Account Mandates.

The new Bank Mandates will be completed following the Annual  
General Meeting when the roles are agreed

**9034 Bank Accounts**

Confirmation of plan to keep Virgin Money Account (Moving to  
Nationwide), keep NatWest account with online access. Open an Easy  
Access Savings account with Hampshire Trust Bank

It was **RESOLVED** to keep Virgin Money Account, keep NatWest  
account with online access. Open an Easy Access Savings account  
with Hampshire Trust Bank

Chair's Signature.....

Date.....



CLW PARISH COUNCIL MINUTES

**9035 First Kick Foundation**

**Action**

Agreement requested to fund the following:

B) Youth Work Provision £8,840

C) Enterprise and employability mentoring programme £5,000.

D) Family support service

Funding for First Kick Foundation Initiatives

Parish Council application for funding from various sources in partnership with Kick Foundation

The Clerk was requested to liaise with Chorley Borough Council to ensure the validity and duplication of the proposals

It was **RESOLVED** to score the 2 CIL applications to line with the CIL Application process

It was **RESOLVED** that the Parish Council will work with First Kick Foundation to secure funding for the projects

DC/JC/AH

**Clerk**

**9036 ACCOUNTS FOR PAYMENT**

The following receipts were noted:

**Payments Receipts 2026**

| Voucher | Date       | Bank         | Description    | Supplier          | Total   |
|---------|------------|--------------|----------------|-------------------|---------|
| 80      | 16/02/2026 | Virgin Money | Summer Fair    | Artfully Crafty   | £50.00  |
| 81      | 16/02/2026 | Virgin Money | Rent/Room Hire | Age UK Lancashire | £30.00  |
| 82      | 03/03/2026 | Virgin Money | Summer Fair    | Stranded Birds    | £50.00  |
| 83      | 03/03/2026 | Virgin Money | Summer Fair    | Willow Box        | £25.00  |
| 84      | 11/03/2026 | Natwest Bank | Bank Interest  | Natwest Bank      | £30.00  |
| 85      | 11/03/2026 | Virgin Money | Bank Interest  | Virgin Money      | £1.42   |
| 86      | 11/03/2026 | Virgin Money | Summer Fair    | Shaka Shack       | £25.00  |
|         |            |              |                |                   | £211.42 |

Chair's Signature.....

Date.....



# CLW PARISH COUNCIL MINUTES

## Action

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

### Payments March 2026

| Voucher | Date       | Bank         | Description                   | Supplier                      | Total     |
|---------|------------|--------------|-------------------------------|-------------------------------|-----------|
| 309     | 19/02/2026 | Virgin Money | Summer Fair                   | NorWest Medical Live          | £270.00   |
| 310     | 24/02/2026 | Virgin Money | Defib replacement ancillaries | Defib Store Ltd               | £406.80   |
| 311     | 27/02/2026 | Virgin Money | Office Cleaning               | Gillian Lloyd                 | £72.00    |
| 312     | 02/03/2026 | Virgin Money | CLW Bowling Green Maintenance | Kevin Bond                    | £200.00   |
| 313     | 02/03/2026 | Virgin Money | CLW Bowling Green Maintenance | Kevin Bond                    | £118.33   |
| 314     | 04/03/2026 | Virgin Money | CLW Bowling Green Maintenance | East Riding Turf Care         | £109.53   |
| 314     | 04/03/2026 | Virgin Money | CLW Bowling Green Maintenance | East Riding Turf Care         | £14.34    |
| 314     | 04/03/2026 | Virgin Money | CLW Bowling Green Maintenance | East Riding Turf Care         | £76.66    |
| 315     | 11/03/2026 | Virgin Money | Sundries                      | Amazon                        | £3.54     |
| 316     | 11/03/2026 | Virgin Money | Office Supplies               | Post Office                   | £6.96     |
| 317     | 11/03/2026 | Virgin Money | Land Registry Check           | HM Land Registry              | £14.00    |
| 318     | 11/03/2026 | Natwest Bank | Website/Email Management      | Easy Websites                 | £83.16    |
| 319     | 11/03/2026 | Virgin Money | Salary                        | Employee 01                   | £2,219.01 |
| 320     | 11/03/2026 | Natwest Bank | Pension                       | LCC Pension Employer/Employee | £956.99   |
| 321     | 11/03/2026 | Natwest Bank | Phones/Broadband              | O2                            | £51.01    |
| 322     | 11/03/2026 | Virgin Money | Salary                        | Lengthsmen ME                 | £403.20   |
| 323     | 11/03/2026 | Virgin Money | Rent/Room Hire                | Red Rose Storage Limited      | £83.20    |
| 324     | 11/03/2026 | Virgin Money | Phones/Broadband              | Three Business Services       | £9.00     |
| 325     | 11/03/2026 | Virgin Money | Phones/Broadband              | BT                            | £67.14    |
| 326     | 11/03/2026 | Virgin Money | Salary                        | Lengthsmen CD                 | £100.80   |
| 327     | 11/03/2026 | Virgin Money | CLWBG Monthly Rent            | MRE Belbroughton Ltd          | 49.00     |
| 329     | 11/03/2026 | Virgin Money | Salary                        | Lengthsmen AB                 | £252.00   |
| 330     | 11/03/2026 | Virgin Money | Office Cleaning               | Gillian Lloyd                 | £72.00    |
| 331     | 11/03/2026 | Virgin Money | Salary                        | Employee 05                   | £2,432.10 |
| 332     | 11/03/2026 | Virgin Money | Utility Bill                  | Water Plus                    | £80.62    |
|         |            |              |                               |                               | £8,151.39 |

Chair's Signature.....

Date.....



CLW PARISH COUNCIL MINUTES

**9037 PLANNING APPLICATIONS**

**ACTION**

It was **RESOLVED** to make no comment on the following planning applications except for application LCC/2026/0003 (comment below)

**Validated:**

20 Lune Drive Clayton-le-woods Leyland PR25 5SX

[Section 73 application to vary condition 4 \(External Materials\) attached to planning permission ref: 25/01092/FULHH \(Single storey rear/side extension to existing detached garage\) to change the external wall material from facing brick to cladding](#)

Ref. No: 26/00200/FULHH | Received: Sat 28 Feb 2026 | Validated: Mon 02 Mar 2026 | Status: Awaiting decision

463 Preston Road Clayton-le-woods Chorley PR6 7JD

[Single storey rear extension and single storey front extension](#)

Ref. No: 26/00194/FULHH | Received: Fri 27 Feb 2026 | Validated: Fri 27 Feb 2026 | Status: Awaiting decision

84 Rowan Croft Clayton-le-woods Chorley PR6 7UX

[Conversion of integral garage to habitable accommodation](#)

Ref. No: 26/00187/FUL | Received: Wed 25 Feb 2026 | Validated: Wed 25 Feb 2026 | Status: Awaiting decision

Quercia Ltd Clayton Hall Sand Quarry Dawson Lane Whittle-le-woods Chorley PR6 7DT

[Notification by Lancashire County Council of a retrospective planning application to amend conditions 3 and condition 8 of planning consent ref: LCC/2015/0069 relating to the approved restoration pre-settlement levels](#)

Ref. No: 26/00153/NLA | Received: Fri 13 Feb 2026 | Validated: Fri 13 Feb 2026 | Status: Awaiting decision

**Comment:**

Application: LCC/2026/0003

Proposal: Retrospective Planning Application to amend Conditions 3 and 8 of planning consent ref. LCC/2015/0069 Relating to the Approved Restoration Pre-Settlement Levels

Location: Clayton Hall Sand Quarry, Dawson Lane, Whittle-le-woods, PR6 7DT GR: 356777 421962

To: Lancashire County Council – Development Management

Re: Section 73A Application – Clayton Hall Landfill Site

Planning Permission: LCC/2026/0003

Clayton-le-Woods Parish Council formally objects to this retrospective Section 73A application seeking to amend Conditions 3 and 8 of planning permission LCC/2015/0069 in order to regularise overtopping at Clayton Hall Landfill Site.

Chair's Signature.....

Date.....



## CLW PARISH COUNCIL MINUTES

### 1. Breach of an Amenity Safeguard

The applicant acknowledges that overtipping has occurred  
Clayton Hall S73A Application P...

Condition 8 explicitly restricts waste deposition above approved contour levels. The stated reason for that condition was:

"To ensure satisfactory restoration of the site and safeguard the amenity of the local residents..."

This safeguard was fundamental to the acceptability of the development. The current proposal seeks to retrospectively amend that limit following non-compliance.

The Parish Council considers that granting such an amendment would significantly undermine confidence in the enforceability of planning conditions, particularly in mineral and waste development where landform height is a critical control.

### 2. Direct Impact on Adjoining Residential Properties

While the Planning Statement refers to residential properties within 65–80 metres the Parish Council notes that some residential properties gardens directly back onto the site boundary and are materially closer.

For those households, the landfill forms an immediate and dominant feature in their outlook. Any increase in height:

- Increases visual mass and dominance
- Exacerbates overbearing impact
- Further interrupts landscape views
- Intensifies the perception of enclosure

The Parish Council does not accept that the affected area is meaningfully "away from residential properties."

### 3. Pattern of Height Exceedance

The Parish Council is concerned that this proposal must be viewed in the context of a history over many years of exceeding approved height limits at the site.

Residents have experienced repeated instances of:

- Tipping above agreed contour levels
- Progressive alteration of approved landform
- Retrospective attempts to regularise breaches

The Parish Council is concerned that continued post-breach regularisation risks establishing a precedent whereby approved limits are treated as flexible rather than enforceable.

### 4. Green Belt Considerations

The site lies within the Green Belt

Openness is affected not only by footprint but also by height and bulk. Increasing landfill levels increases the visual mass and prominence of the development and reduces openness.

Even where described as modest, cumulative vertical increases in an already substantial engineered landform materially affect landscape character and Green Belt openness.

Chair's Signature.....

Date.....



#### CLW PARISH COUNCIL MINUTES

The Parish Council considers this to be contrary to established Green Belt protection principles.

##### 5. Increased Waste Mass and Containment Integrity

The landfill was engineered and permitted on the basis of approved contour levels and anticipated waste volumes.

Increasing waste height necessarily increases:

- Overall waste volume
- Total loading on the engineered basal liner
- Vertical stress on containment infrastructure

The Parish Council notes that the application does not clearly demonstrate that the structural and long-term integrity of the basal liner has been independently reassessed in light of the increased mass.

Given the proximity of nearby watercourses identified in the Planning Statement

The integrity of containment systems is a critical environmental safeguard.

The Parish Council considers that the increased mass of waste raises legitimate engineering and environmental concerns that require robust technical scrutiny.

##### 6. Convenience Rather Than Necessity

The applicant's primary justification appears to be that removal of the excess waste would cause odour and disruption

The Parish Council notes that this situation arises from the applicant's own breach of planning control.

There appears to be no overriding technical necessity requiring increased landfill height.

The justification advanced is operational convenience.

Operational inconvenience is not, in the Parish Council's view, a sufficient planning reason to retrospectively amend a safeguarding condition.

##### Conclusion

The Parish Council considers that this retrospective application:

Seeks to regularise a breach of a key amenity safeguard

Increases landfill height directly adjacent to residential properties

Reduces Green Belt openness

Increases waste mass without clear demonstration of engineering neutrality

Continues a pattern of height exceedance

For these reasons, Clayton-le-Woods Parish Council respectfully requests that Lancashire County Council refuse this Section 73A application and require compliance with the originally approved contour levels.

Chair's Signature.....

Date.....



CLW PARISH COUNCIL MINUTES

Woodland Adjacent To Woodside Avenue And Back Lane Clayton-le-woods

[Application for work to protected trees - Chorley BC TPO 13 \(Clayton-le-Woods\) 1984; T1 Sycamore. Damage and decay near base of main stem. Fell T2 Beech. On boundary, growing out over neighbouring property. Prune back and remove any dead wood T3 Oak. Close to path and pond dipping platform. Large limb broken and twisted, partly supported by adjacent tree. Remove limb](#)

Ref. No: 26/00134/TPO | Received: Tue 10 Feb 2026 | Validated: Fri 13 Feb 2026 | Status: Awaiting decision

8 Grange Close Clayton-le-woods Leyland PR25 5SJ

[Application for works to protected trees - Chorley BC TPO 6 \(Clayton-le-Woods\) 2007 G2; T1 Beech, reduce by 2 metres and 10% thin as casting excessive shade into applicants property. T2 Lime. Reduce canopy away from neighbouring property by up to 2 metres back to property boundary or suitable growth point or branch junctures. And reduce upper canopy 2 metres as causes excessive shading. And thin canopy up to 30%](#)

Ref. No: 26/00130/TPO | Received: Mon 09 Feb 2026 | Validated: Fri 13 Feb 2026 | Status: Awaiting decision

Industrial Unit At Thorntrees Business Park Wigan Road Clayton-le-woods

[Change of use of existing industrial building to gymnastic studio](#)

Reference 26/00070/FUL | Alternative Reference PP-14623685

Application Validated Fri 23 Jan 2026 | Status Awaiting decision

20 Pear Tree Road Clayton-le-woods Chorley PR6 7JP

[Application for a certificate of lawfulness for new windows and doors inserted into an existing property](#)

Ref. No: 26/00049/CLEUD | Received: Mon 19 Jan 2026 | Validated: Wed 28 Jan 2026 | Status: Awaiting decision

**Decided:**

616 Preston Road Clayton-le-woods Chorley PR6 7EH

Erection of single storey side/rear extension comprising new garden room and attached garage (following demolition of existing garden room and detached garage).

Ref. No: 25/01236/FULHH | Alt Ref PP-14579406 | Validated: Fri 19 Dec 2025 | Status: Granted | Decision: Permit Full Planning Permission | Decision Issued Date: Fri 13 Feb 2026

55 Watkin Road Clayton-le-woods Chorley PR6 7PU

[Application for a certificate of lawfulness for proposed internal alterations to provide accommodation at first floor including addition of two rooflights to front roof slope and 2no. obscurely glazed windows to side gable](#)

Ref. No: 26/00045/CLPUD | Received: Sat 17 Jan 2026 | Validated: Mon 19 Jan 2026 | Status: Granted

Chair's Signature.....

Date.....



CLW PARISH COUNCIL MINUTES

98 Lancaster Lane Clayton-le-woods Leyland PR25 5SP

[Raising of existing roof and conversion of roof space into living accommodation, including front and side facing dormer windows and detached outbuilding and front porch.](#)

Ref. No: 25/01244/FULHH | Received: Mon 22 Dec 2025 | Validated: Tue 23 Dec 2025 | Status: Granted

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | ACTION |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|
| <p><b>9038    CORRESPONDENCE</b></p> <p>Notification of Storage Rate Increase<br/>From £19.20/week to £21.00/week</p> <p>Interest from My Space in hiring the Conference Room for one morning per week</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |        |
| <p><b>9039    DATE FOR NEXT MEETING</b></p> <p>The Annual Parish meeting is scheduled to be held on Monday 20<sup>th</sup> April 2026 at 7pm at the Parish Council Community Meeting Room 239A Preston Road, Clayton-le-Woods, Chorley PR6 7PY.</p> <p>It was agreed that a representative from the Lancashire Fire and Rescue Service will be invited to speak at the meeting</p> <p>The next full parish council meeting is scheduled to be held on Monday 20<sup>th</sup> April 2026 at 7.30pm at the Parish Council Community Meeting Room 239A Preston Road, Clayton-le-Woods, Chorley PR6 7PY</p> <p><b><u>Committee Meetings:</u></b></p> <p>Events &amp; Assets Committee Wednesday 15<sup>th</sup> April at 6.30pm<br/>Finance Committee Wednesday 13<sup>th</sup> May 2026 at 6.30pm</p> | MC     |

Chair's Signature.....

Date.....