

**CLAYTON-LE-WOODS PARISH COUNCIL
MINUTES OF THE ENVORNOMENT COMMITTEE
HELD ON MONDAY 4TH JANUARY 2016 AT 7.00PM
AT CLAYTON GREEN LIBRARY**

PRESENT: Councillor A Cullens (Chairman)
Councillor R Boyd
Councillor M Clifford
Councillor S Cross
Councillor G Ormston
Councillor E Whiteford

IN ATTENDANCE: Mrs TD Morris (Clerk)

	ACTION
<p>16.01 APOLOGIES</p> <p>There were no apologies received.</p> <p>Due to the absence of the Chairman Councillor D Rogerson, Councillor A Cullens chaired the meeting.</p>	
<p>16.02 DECLARATION OF INTEREST</p> <p>There was no declaration of interest.</p>	
<p>16.03 APPROVAL OF MINUTES DATED 5th OCTOBER 2015</p> <p>It was RESOLVED that the minutes dated 5th October 2015 were approved as a correct record and were duly signed by the Chairman.</p>	
<p>16.04 MATTERS ARISING</p> <p>Memorial Garden</p> <p>It was reported that it was proposed to develop the land adjacent to the memorial garden i.e. seating, developing further the wild flower meadow, restoring the apple trees as well as reviewing the handrail on the memorial garden steps (subject to permission form Chorley Council). This and other development ideas would be tabled as a part of a 'master plan' in due course.</p>	MGT

16.05 REVIEW OF PARISH CHRISTMAS TREE 2015

Councillor M Clifford tabled a detailed report regarding the tendering process initial reactions and lessons learnt from the inaugural outdoor Christmas tree in the parish. Overall the response from the residents had been very positive and they were looking forward to a bigger and brighter display next Christmas.

It was agreed that the tendering process for the Christmas display should commence in July 2016 and that the order be ready for approval at the full council meeting scheduled in September 2016.

The councillors wished to thank Councillor Clifford, Councillor Boyd and the Clerk for all their hard work on the project.

July Meeting

16.06 MANAGEMENT POLICY OF BACK LANE WOODS AND POND

The members were advised that a 'management policy' for Back Lane woods and pond would be developed over the coming months.

Councillor G Ormston volunteered to gather information from the Woodland Trust, which would promote a holistic approach to the management of the woods and pond. She would work alongside the Clerk to finalise a draft management policy in due course.

Cllr G Ormston /Clerk

Tree/Pond Wardens

Councillor R Boyd proposed that a letter be sent to the Tree/Pond Wardens to advise them of the developments, and that training will be budgeted for in the next financial year.

It was requested that the Clerk write to the two Wardens and advise them of the developments.

Clerk

16.07 SUMMER BEDDING / DISPLAYS

It was reported that plans would have to be drawn up as soon as was practicable, for the extension of the hanging baskets and displays throughout the parish.

The meeting was advised that the parish were into the second year of a three-year contract with Plantscape Ltd to provide hanging baskets in the east and west of the parish.

The was a discussion regarding adding the Summer display/bedding project to the overall 'master plan' and to further involve voluntary organisations, schools and residents in enhancing the parish.

EC

This issue would be planned out in detail at the next committee meeting.

Bench Opposite Clayton Brook CP School

The committee was informed that there had been a request from the governors at Clayton Brook CP School to relocate a bench opposite the school, due to public order problems.

MGT

There was a discussion and it was agreed to add the relocation of the bench to the 'master plan', which would include the development of the Gough Lane site.

Clerk

It was requested that the Clerk respond to the school governors at Clayton Brook CP School in due course.

16.08 GRASS CUTTING CONTRACT

The Clerk advised the meeting that the grass cutting contract was due for renewal.

It was proposed that the Chairman of the committee and the Clerk work towards drawing up the required specifications, so that the tendering process can begin.

Cllr D
Rogerson/
Clerk

Maintenance of Area Adjacent to Clayton Brook Village Hall

It was reported that there was an unkept area adjacent to the Village Hall. It was unclear who actually was responsible for its maintenance.

It was requested that the Clerk investigate the matter and report back in due course.

Clerk

16.09 CONFIDENTIAL ITEMS

No items were deemed confidential.

16.10 DATE OF NEXT MEETING

The next scheduled meeting would be arranged at the next full parish council meeting.

*D. E. Rogerson
16.03.16
4/7/16*