

**CLAYTON-LE-WOODS PARISH COUNCIL
MINUTES OF THE ORDINARY MEETING
HELD ON MONDAY 20th APRIL 2015
AT CLAYTON GREEN LIBRARY AT 7.30 PM**

PRESENT: Councillor Mr D Rogerson (Acting Chairman)
Councillor Mrs C Billouin
Councillor Mrs R Boyd
Councillor Mrs G Charlesworth
Councillor Mr S Charlesworth
Councillor Ms J Cronshaw
Councillor Mr S Cross
Councillor Mr A Cullens
Councillor Mrs M Cullens
Councillor Mr S Fenn
Councillor Mrs G Ormston
Councillor Mrs E Whiteford

IN ATTENDANCE: Mrs T Morris (Clerk to the Council)
Mr Lee Morris (Jobspec Area Support Manager)

APOLOGIES: None

**MEMBERS OF THE
PUBLIC:**

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**POLICE
REPRESENTATIVE(S):** PCSO Mike Green

POLICE LIAISON: The Councillors were provided with a report on the crime statistics for Clayton-le-Woods and Clayton Brook.

7401: LENGTHSMEN JOBSHARE APPOINTMENT:

Mr Lee Morris (Area Support Manager Jobspec) explained to the Council the proposed arrangement to split the current Clayton Brook Lengthsman's position into a job share between Jon Ireland and the proposed new employee Carl Dorsett. The Council fully supported the proposal and thanked Jobspec for all their hard work supporting the Lengthsmen.

It was **RESOLVED** that Mr Jon Ireland would reduce his hours from 5 hours per week to 3 hours per week with effect from 1st May 2015 and Mr Carl Dorsett would be appointed as a Lengthsman at Clayton Brook with effect from 11th May 2015.

It was **RESOLVED** that the Clerk would liaise with Jobspec and confirm/implement the job share arrangements as soon as was practicable.

7402: RESIGNATIONS OF PARISH COUNCILLORS:

It was noted that Councillor Mr Les Radcliffe and Councillor Mrs Andrea Cross had resigned from the Council with immediate effect. The Councillors recorded the positive contribution that each of them made during their time on the Council.

It was **RESOLVED** that a letter of thanks be sent by the Clerk to Councillor Radcliffe and Councillor Mrs A Cross.

7403: MINUTES: It was **RESOLVED** to approve and sign the minutes of the meeting held on 16th March 2014.

7404: MEADOW LANE POND UPDATE:

The Acting Chairman confirmed that Chorley Council had agreed to fund and repair the fire damage at Meadow Lane pond and to re-site the two public benches.

7405: DIRECTIONAL SIGNAGE:

A resident had raised the issue that the directional signage to the Manor Road Community Centre could be improved.

It was **RESOLVED** that the Clerk would write to the Lancashire County Council Highways Department to investigate the matter.

7406: ANNUAL REVIEW OF PARISH INSURANCE:

It was noted that 3 quotes had been received, which required review by the Parish Council prior to the renewal date of 1st June 2015.

It was **RESOLVED** that a working group consisting of Councillor Dave Rogerson, Councillor Alan Cullens and the Clerk, be appointed to review the three schedules and make their recommendation at the next Parish Council meeting for approval.

7407: DONATION APPLICATIONS:

The half yearly Donation application list was scrutinised for payment.

It was **RESOLVED** that due to the increased number of applications, the donations payments would be held in abeyance at the present time. It was requested that the Clerk write to each of the applicants to explain that the current situation.

It was **RESOLVED** that the Clerk would draw up a draft Terms of Reference for Donations. The Parish Council delegated that scrutiny of each donation to the Finance Committee, which would report its recommendations at the Parish Council meeting on 15th June 2015.

7408: ACCOUNTS FOR PAYMENT:

It was **RESOLVED** to approve the following accounts for payment:-

<u>Cheque No.</u>	<u>Accounts April 2015:-</u>	<u>£</u>
004717	LCC. Clayton Green Library meeting room hire	10.00
N/A	Lengthsmen Salary (5) Paid by Standing Order	624.00
004718	Employee (1) Salary April 2015 (inc. £13 non-consolidated payment as part of pay award)	1172.42
004719	HMRC (NI and Tax)	288.07
004720	SLCC North West Roadshow (50% Reduction in Fee)	41.40
004721	SLCC Administrative Manuals	150.94
004722	Gibson's Garden Machinery Ltd – Winter Maintenance of Lawn Mower Clayton-le-Woods Community Bowling Club	383.88
004723	Steve Williams, Annual Parish Meeting Speaker Expenses	55.00
004739	DWG (NW) Ltd., Routine Mowing	269.10
004740	Chorley Council, Recovery Costs for repair work to walkway at Wilderswood Pond	648.66
004741	Chorley Council, Donation of native trees and shrubs for Carr Brook Trim Trail	200.00
004742	Inprint Solutions, Clayton Cup, Certificates	25.00
Total Expenditure		£3,868.47

7409: PLANNING APPLICATIONS:

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

14/01175/FUL. Creation of balcony area on top of the existing flat roof lounge extension accessible from French doors in master bedroom (part retrospective). Mansard House Moss Lane. PR25 4SE.

15/00236/FUL. Erection of pitched roof over existing front garage. 5 Spring Meadow. PR25 5UR.

15/00243/FUL. Erection of two storey side and rear extension. 8 Kent Drive. PR25 5SR.

15/00209/FUL. Erection of single storey rear extension and pitched roof over existing side extension. 137 Higher Meadow. PR25 5RP.

15/00292/TPO. 40% reduction, crown thinning and dead wood removal from Oak Tree. 20 Petunia Close. PR25 5RE

15/00091/FUL (Amendment to Planning Application) Erection of first floor side and rear extension. 15 The Elms. PR6 7TU.

7410: REQUEST TO PRUNE TREE:

It was noted that a resident on Hampson Avenue, had requested to prune overhanging branches from the Cunnery Meadow Play area.

It was **RESOLVED** to request that the Tree Warden contact the resident to provide the appropriate advice.

7411: PLANTER AT ASDA ROUNDABOUT:

The Clerk informed the members she had received a letter in which Asda Stores had confirmed that the planter at Clayton Green roundabout had been donated to the Parish Council; also Asda Stores had kindly donated £50.00 voucher, which had been used to stock the planter with spring bedding plants.

7412: PRESS RELEASE:

It was **RESOLVED** that the Acting Chairman would formulate the monthly press release.

7413: DATE OF NEXT MEETING:

It was **RESOLVED** that the next Ordinary Parish Council Meeting will be held on **Monday 18th May 2015** at Clayton Green Library at **7.30pm**.