

**CLAYTON-LE-WOODS PARISH COUNCIL**

**MINUTES OF THE ORDINARY PARISH MEETING  
HELD ON MONDAY 14<sup>TH</sup> APRIL 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 (Acting Chairman)  
Councillor Mrs M Brown  
Councillor Mr D Clough  
Councillor Mr D Cook  
Councillor Mr A Halliday  
Councillor Mr S Maddock  
Councillor Mr N Whitham (7)

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

**Members of the Public:** 2

**WELCOME AND FIRST MEETING CLLR M BROWN**

The Vice Chairman opened the meeting and welcomed all who were in attendance.

**8919 APOLOGIES**

Apologies were received and accepted for Councillors Mrs B Ward-Smith, Mrs G Ormston and Ms I Amahwe (3).

**8920 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.

**8921 PUBLIC PARTICIPATION**

None was indicated.

**8922 TO APPROVE THE MINUTES OF THE ORDINARY MEETING HELD ON MONDAY 17<sup>th</sup> MARCH 2025**

It was RESOLVED to approve the minutes of the Ordinary Meeting held on Monday 17<sup>th</sup> March 2025 which was duly signed by the Acting

**ACTION**

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



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Chairman.

**8923 MATTERS ARISING (CLERK'S REPORT)**

**8911 Co-option Vote – Cllr M Brown**

The authorities have been informed of the co-option of Cllr Brown.

**8914.1 Admin/Temp Assistant**

There has been no further progress but Cllr D Clough would be looking into the situation.

**8914.3 SPID**

Cllr Clifford will report back at the May meeting.

**8915 Vexatious Policy**

The Clerk reported that there are two policies available one from the County Association and one pulled from Chorley Council. It is planned that these will be amalgamated into one policy in due course.

**8916 Annual Basket Display 2025**

The annual contract has been secured and the baskets will be provided in the next couple of months.

**8918 AUDIT**

The audit arrangements have been made for 2024/25.

**8924 SUMMER FAIR 2025**

Cllr M Clifford reported that he had made good progress with the preparations for the Summer Fair with many of the traders, fairground and musical acts already being booked. Also the essentials such as the marquee, toilets and generator had been hired. He hoped to continue with this work over the coming weeks and report back at the next Parish Council meeting.

The Council wished to thank Cllr Clifford for his hard work concerning this matter.

**8925 CIL Report 2025/26**

The Clerk reported that there was some £66,382.00 in Community Infrastructure Levy been deposited into the Parish Council account. This funding has paid for many important and interesting projects throughout the parish. Any new ideas were to be tabled to the Clerk in

Chairman's Signature.....



## CLW PARISH COUNCIL MINUTES

the first instance.

### 8926 LENGTHSMEN'S ANNUAL PAY INCREASE FOR 2025/26

The Members were advised of the annual living wage increase form £12.00 to £12.60 with effect from 1<sup>st</sup> April 2025.

It was RESOLVED to pay the national living wage increase with effect from 1<sup>st</sup> April 2025.

It was requested that the Clerk make the necessary arrangements.

### 8927 ACCOUNTS FOR PAYMENT

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

#### 1.Payments March/April 2025

Vouch e	Code	Bank		Descrip tion	Supplier		Net	VAT	Total
15	Summer Fair	Virgin Money		Marquee Hire Summer Fa	CK Marquees and F	S	1,267.50	253.50	1,521.00
1	ICT	Natwest Bank	D/D	Website/Email Managem	Easy Websites	S	66.00	13.20	79.20
4	Phone	Natwest Bank	D/D	Phones/Broadband	O2	S	36.36	7.27	43.63
7	Phone	Virgin Money	D/D	Phones/Broadband	Three Business Sen	S	7.50	1.50	9.00
8	Phone	Virgin Money	D/D	Phones/Broadband	BT	S	49.59	9.92	59.51
6	Office Rental	Virgin Money	S/O	Rent/Room Hire	Red Rose Storage L	S	69.33	13.87	83.20
13	Office Rental	Virgin Money		Office Cleaning	Gillian Lloyd	Z	81.00		81.00
10	Bowling Green Lease	Virgin Mon	B/T	Monthly Rent	Aquarius		49.00		49.00
11	Bowling Green General Rep	Virgin Money		CLW Bowling Green Main	Kevin Bond	Z	118.33		118.33
14	Bowling Green General Rep	Virgin Money		CLW Bowling Green Main	Kevin Bond	Z	300.00		300.00
16	Back Lane Woods Maintena	Virgin Money		Management Fee Back L	The Lancashire Wilc	S	8,665.00	1,733.00	10,398.00
2	Employee 1	Virgin Money	S/O	Salary	Employee 01	E	1,722.67		1,722.67
5	Lengthsmen	Virgin Money	S/O	Salary	Lengthsmen ME	E	403.20		403.20
9	Lengthsmen	Virgin Money	S/O	Salary	Lengthsmen CD	X	96.00		96.00
12	Lengthsmen	Virgin Money		Salary	Employee	Z	252.00		252.00
3	Pension Costs	Natwest Bank	D/D	Pension	LCC Pension Employ	E	899.66		899.66
Total							14,083.14	2,032.26	16,115.40

The following receipts were noted:

#### 2.Receipts March 2025

#### RECEIPTS LIST

Vouch	Code	Receipt No	Net	Total
80	Bank Interest	Bank Interest	Natwest Bank Z 22.48	22.48
<b>Total</b>			<b>22.48</b>	<b>22.48</b>

Chairman's Signature.....



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### 8928 PLANNING APPLICATIONS

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

1.Application no: 25/00258/FULHH Proposal: Part two storey part single storey rear extension, erection of front porch, external alterations to existing garage in order to facilitate provision of habitable accommodation, insertion of new window to west (side) elevation and material changes to front elevation (following demolition of existing conservatory) Location: 8 Bellflower Close Clayton-le-Woods Leyland PR25 5RF

2.Application no: 25/00291/TPO Case Officer: Jonathan Henderson Ward: Clayton West And Cuerden Proposal: Application for work to a protected tree, Chorley BC TPO 8 (Clayton-le-Woods) 1996. T1 - Oak - Completion of a 5m all round crown reduction, tree has a very large cavity and is showing signs of excessive decay, tree is coming to end of it's life but this reduction will allow more time before removal altogether. All work to BS3998 (2010). Location: 2 Snowdrop Close, Clayton-le-Woods, Leyland, PR25 5TG

### 8929 CORRESPONDENCE

Invitation from Chorley Council to VE Commemoration Events

The Members were advised of the VE Commemoration Events during the following weeks.

### 8930 DATE OF NEXT MEETINGS

1.The next full parish council meeting is scheduled to be held on Monday 19<sup>th</sup> May 2025 at 7.30pm at the Parish Council Community Meeting Room 239A Preston Road, Clayton-le-Woods, Chorley PR6 7PY.

2.The Annual General Council meeting is scheduled to be held on Monday 19<sup>th</sup> May 2025 at 7.00pm at the Parish Council Community Meeting Room 239A Preston Road, Clayton-le-Woods, Chorley PR6 7PY.

Chairman's Signature.....