

CLAYTON-LE-WOODS PARISH COUNCIL

**MINUTES OF THE ORDINARY PARISH MEETING
HELD ON MONDAY 15th APRIL 2024 7.30PM
AT THE PARISH COUNCIL COMMUNITY MEETING ROOM/OFFICE
AT 239A PRESTON ROAD, CLAYTON-LE-WOODS, CHORLEY**

PRESENT: Councillor Mr P Gabbott (Chairman)
Councillor Mr M Clifford
Councillor Mr A Halliday
Councillor Mr S Maddock
Councillor Mrs G Ormston
Councillor Mr E Shannon
Councillor Mrs B Ward-Smith
Councillor Mrs K Wardle
Councillor Mr N Whitham
Councillor Mrs A Willis (10)

In Attendance: County Councillor Mr A Cullens
Mrs TD Morris (Clerk/Responsible Financial Officer)

Members of the Public: None

8787 WELCOME

The Chairman welcomed all participants to the meeting.

8788 APOLOGIES

Apologies were received and accepted from Councillor Mrs D Dowrick and Councillor Mr D Clough.(2)

8789 ACKNOWLEDGEMENT OF RESIGNATION OF COUNCILLOR A BALDERSTONE (WEST WARD)

The resignation of Cllr A Balderstone was acknowledged and the Clerk had informed the elections office at Chorley Council of the vacancy.

8790 DECLARATION OF INTEREST

Councillor M Clifford as County Councillor for Clayton and Whittle, Deputy Chair of Education, Chorley Councillor Champion of Open Spaces and Member of the Licensing Committee and Director of Cuerden Valley Trust. Councillor N Whitham Chorley Councillor Member of the Planning Committee.

ACTION

Chairman's Signature.....



8791 PUBLIC PARTICIPATION

There was no public participation.

8792 TO APPROVE THE MINUTES OF THE ORDINARY MEETING HELD ON MONDAY 18TH MARCH 2024

It was RESOLVED to approve the minutes of the Ordinary Meeting held on Monday 18th March 2024 which was duly signed by the Chairman.

8793 MATTERS ARISING (CLERK’S REPORT)

The Clerks report which had been distributed prior to the meeting was received with thanks.

8794 REPORTS

1. Events Working Group (Summer Fair and Academic Clayton Cup)

The two reports were received with thanks. The next Events Working Group meeting would be scheduled in May 2024 in the early evening to allow Councillors that work during the day the opportunity to attend.

AA

It was hoped that the Academic Clayton Cup could be scheduled for early in the new year 2025. It would be based on a general knowledge quiz style with a Quiz Master taking the lead.

The Summer Fair preparations were well in hand ready for the return of the Administrative Assistant.

2. Communications Committee Meeting held on Thursday 11th April 2024

The Committee minutes were received with thanks. It was reported that the Newsletter was the main focus of the meeting. It was agreed that there would be a 12 page edition and that a different provider would be used on this occasion with the distribution remaining with the existing contractor.

The Clerk and the Chairman would be taking the lead in structuring and editing the document prior to printing. The timetable would be within the minutes and any articles are to be submitted by 3rd May 2024.

Clerk/PG

Chairman’s Signature.....



CLW PARISH COUNCIL MINUTES

3. Clayton Bowls Competition 15th and 18th April 2024

The Clerk informed the Members that the first Bowls Competition was held that afternoon. It was in the view of the Clerk and the Members an unqualified success. The children, staff, Councillors and the Clerk thoroughly enjoyed themselves and cannot wait for the second session.

It was proposed that the bowls sets be donated to each of the 7 schools to develop their skills and to apply the sessions to the PE curriculum.

It was agreed unanimously to donate the kits to the 7 local schools on the proviso that they be used for the annual competition.

It was requested that the Clerk distribute the kits as soon as is practicable.

Clerk

8795 LENGTHSMEN ANNUAL INCREASE 1ST APRIL 2024 FROM £10.90 TO £12.00 PER HOUR

It was RESOLVED to pay the Lengthsmen £12.00 per hour with effect from 1st April 2024.

It was requested that the Clerk inform the Members of staff and make the necessary salary adjustments.

Clerk

8796 ACCOUNTS FOR PAYMENT

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

1. Payments March/April 2024

Vouch e	Code	Bank	Description	Supplier	VAT Type	Ne	VAT	Total
441	Sundries	Virgin Money	Clerk's Reimbursement	Timpson Ltd	Z	9.00		9.00
428	Play Areas Annual Maintenanc	Virgin Money	Play Area Annual Repairs	Wicksteed	S	296.80	59.36	356.16
434	Training	Virgin Money	Training	Lancashire Association	Z	140.00		140.00
436	Utility Bills	Virgin Money	Utility Bill	Water Plus	S	6.25	1.25	7.50
438	Sundries	Virgin Money	Annual Alarm Check	Direct 365Online	S	165.00	33.00	198.00
433	Bowling Green General Repai	Virgin Money	CLW Bowling Green Maint	Bethels Property Servic	S	2,485.00	497.00	2,982.00
437	Utility Bills	Virgin Money	Utility Bill	NPower	L	150.39	7.52	157.91
439	Utility Bills	Virgin Money	Utility Bill	Eon	S	13.20	2.64	15.84
439	Utility Bills	Virgin Money	Utility Bill	Eon	Z	39.57		39.57
436	Utility Bills	Virgin Money	Utility Bill	Water Plus	Z	31.86		31.86
435	Summer Fair	Virgin Money	Summer Fair	Funcast Character Com	S	35.00	7.00	42.00
443	Office Rental	Virgin Money	Office Cleaning	Diamond Domestic	S	36.00	7.20	43.20
Total						3,408.07	614.97	4,023.04

Chairman's Signature.....



CLW PARISH COUNCIL MINUTES

ACCOUNTS FOR PAYMENT CONTD

Vouche	Code	Cheque No	Des	Supplier	VAT Type	Net	VAT	Total
5	Office Rental		Annual Fire Alarm Test	AW Fire Safety	S	98.00	19.60	117.60
4	Summer Clayton Cup		Medals Bowling Clayton C	John Harrison Sports L	Z	105.90		105.90
2	Summer Fair		TENs Licence	Chorley Council	Z	21.00		21.00
1	Office Rental		Annual Door Service	Yates Entrance Solutio	S	65.00	13.00	78.00
3	Legal Costs		Job Evaluation Consultant	Local Council Consulta	S	502.50	100.50	603.00
6	Utility Bills		Utility Bill	NPower	L	141.20	7.06	148.26
7	ICT	D/D	Website/Email Managemen	Easy Websites	S	67.10	13.42	80.52
10	Phone	D/D	Phones/Broadband	O2	S	36.36	7.27	43.63
14	Phone	D/D	Phones/Broadband	Three Business Service	S	7.50	1.50	9.00
12	Office Rental	S/O	Rent/Room Hire	Chorley Self Storage Lt	S	76.67	15.33	92.00
15	Phone	D/D	Phones/Broadband	BT	S	49.59	9.92	59.51
17	Bowling Green Lease	B/T	CLWBG Monthly	MRE Belbroughton Ltd	X	49.00		49.00
18	Bowling Green General Repairs		CLW Bowling Green Maint	Kevin Bond	Z	118.33		118.33
8	Employee 1	S/O	Salary	Employee 01	E	1,801.54		1,801.54
13	Employee 2	S/O	Salary	Employee 02	E	1,119.55		1,119.55
11	Lengthsmen	S/O	Salary	Lengthsmen ME	E	348.80		348.80
16	Lengthsmen	S/O	Salary	Lengthsmen CD	X	96.00		96.00
9	Pension Costs	D/D	Pension	LCC Pension Employer	E	1,171.59		1,171.59
Total						5,875.63	187.60	6,063.23

The following receipts were noted:

2. Receipts March 2024

Vouch	Code	Bank	Receipt No	Bank	Net	Total	
87	Bank Interest	Natwest Bank	Bank Interest	Natwest Bank	Z	70.59	70.59
Total					70.59	70.59	

8798 PLANNING APPLICATIONS

1.Reference: 24/00248/FUL Proposal: Demolition of vacant public house and erection of drive-thru restaurant (Use Class E / Sui Generis) with associated access, servicing, car parking, hard and soft landscaping and other associated works. Location: The Beaumont Wooddale Road Clayton-le-Woods Chorley PR6 7TY.

County Councillor A Cullens gave his views about the proposed development along with several Parish Council Members.

After due deliberation it was RESOLVED to make the following conditional objections to planning application 24/00248/FUL:

1. To ensure that litter picking was undertake at least 3 times per day at a ¼ of a mile radius
2. That CCTV be installed and that all anti-social behaviour be monitored and reported to the appropriate authorities and if necessary for the culprits to be prosecuted.
3. That the proposed drive through orientation be rotated to run in the opposite direction which would alleviate traffic congestion at the Asda roundabout.

Chairman’s Signature.....



CLW PARISH COUNCIL MINUTES

It was also requested that the Parish Council be given the opportunity to speak at the Planning Committee meeting.

Clerk

For the following planning applications it was RESOLVED to make no comment.

2.Reference: 24/00272/FULHH Proposal: Two storey side/rear extension to northern elevation and single storey side extension to southern elevation Location: 405 Preston Road Clayton-le-Woods Chorley PR6 7JA.

3.Reference: 24/00267/FULHH Proposal: raising of the eaves height, two storey side extension and single storey rear extension. Location: 12 Pear Tree Road Clayton-le-Woods Chorley PR6 7JP.

4.Reference: 24/00108/FUL Case Officer: Daniel Power Ward: Clayton West And Cuerden Proposal: Partial steel barn conversion to office and construction of 2no timber frame outside structures. Location: Land North Of The Walled Orchard, Berkeley Drive, Cuerden, Bamber Bridge.

8799 CORRESPONDENCE

Sale of Perimeter Gates at Bowling Green

The Clerk had been approached by the green keeper about purchasing the gates at the bowling green

After due consideration it was agreed to sell the gates if they were suitable for an agreed sum.

The Clerk would report back on the progress in due course.

8800 MOTION TO EXCLUDE PRESS AND PUBLIC AND STAFF

It was RESOLVED to exclude press and public due to confidential staffing matters.

8801 STAFFING REPORT

- 1. Final report on Clerks Job Evaluation and Proposed Actions
- 2. Administrative Assistant – Review of Pay Scale

These items were deemed confidential.

8802 DATE OF NEXT MEETING(S)

- 1.The next full parish council meeting is scheduled to be held on Monday 20th May 2024 at 7.30pm at the Parish Council Community Meeting Room 239A Preston Road, Clayton-le-Woods, Chorley PR6 7PY.

Chairman’s Signature.....



CLW PARISH COUNCIL MINUTES

- 2. Prior to the full parish council meeting members will be summoned to the Annual General Meeting at 7.00pm. This an open public meeting.
- 3. Events Working Group ((Summer Fair and Academic Clayton Cup) to be scheduled in May 2024 at 6.30pm at the Lord Nelson.
- 4. Communications Committee Meeting to be held on Tuesday 21st May 2024 at 7.00pm at the Parish Office/Meeting Room
- 5. Joint War Memorial Committee Meeting to be held on Wednesday 8th May 2024 at 7.00pm.

Clerk

MC/AA

Chairman's Signature.....