

Clayton-le-Woods Parish Council

Clerk to the Council: Mrs Tracy Morris
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9th October 2015

Dear Councillor,

You are hereby summoned to attend the Ordinary Meeting of the Parish Council to be held on Monday 19th October 2015 at Clayton Green Library at 7.30pm.

Yours sincerely,

Mrs Tracy Morris
Clerk to the Council

AGENDA

- 1. Note of thanks to Councillor Ms J Cronshaw**
- 2. To receive apologies.**
- 3. Declaration of Interest.**
- 4. Question and Answer Session Police.**
Reports emailed to Councillors prior to meeting - paper copies available questions to be tabled.
- 5. Public Participation (Chairman)**
- 6. Code of Conduct and Email Communication Protocol.**
(Councillor A Cullens)
- 7. To approve the Minutes of the Ordinary Parish Council Meeting held on Monday 21st September 2015 (copy attached).**

8. GENERAL REPORTS

Clerk's Report for information only. (Matters Arising)

- Casual Vacancy West Ward (Closing Date Friday 2nd October 2015)
- Spring Meadow Pond Project
- Public Footpath Back Lane Woods LCC Approved
- Lengthsmen's Pension

Report from the PACT meetings held on Wednesday 7th October 2015.
(Councillor M Clifford, Councillor S Fenn and Councillor D Rogerson)

Report from the Play Leisure and Welfare Committee held on 28th September 2015. (Councillor A Cullens)

Report from the Management Committee meeting held on 28th September 2015. (Councillor A Cullens)

Report from the Environmental Committee meeting held on 5th October 2015. (Councillor D Rogerson)

Report from the Communications Committee meeting held on 12th October 2015 (Councillor J Cronshaw)

Report on "Parish Walk" held on Saturday 10th October 2015 and Wednesday 14th October 2015
Parish Council annual review the Parish Assets and Amenities
(Councillor A Cullens)

Reports regarding Tree Inspections from Chorley Council
(56 Watkin Road and 11 Stonehouse Green)

9. CLW Community Centre Nomination of Parish Council Representative for 2015/16. (Councillor A Cullens)

10. Renewal of Tenancy Agreement (July 2016) between CLW Community Bowling Club/Ley Inn/CLW Parish Council (Councillor A Cullens)

11. Parish Council Phone Contract (Councillor A Cullens)

12. FINANCIAL REPORTS

External Audit Annual Return for 2014/15

Audited Return and External Auditors Report for Ratification by Parish Council (Clerk)

CLW Bowling Club Annual Insurance of Buildings and Bowling Green and Public Liability Insurance. (Clerk)

Deferred Power to Management Committee to Order outdoor Christmas tree and to Buy Licences for 2015. (Clerk)

Quarterly Accounts and Bank Statement Reconciliation. (Clerk)

13. Budgetary Planning (Councillor A Cullens)

14. Accounts for Payment.

Each account has been checked and countersigned by the Clerk and the Chairman prior to the meeting.

Late Accounts List (To be tabled at Meeting)

Please note that the invoice from Lancashire County Training Partnership for £189.00 which was submitted for payment in September 2015 was sent in error so **cheque No. 004804** is now void.

| <u>Cheque No.</u> | <u>October 2015 Accounts:-</u> | £ |
|--------------------------|--|----------|
| N/A | Lengthsmen (6no.) Salary (October 2015) Paid by Standing Order (Pay increase wef 1 st October 2015) | 643.20 |
| N/A | Employee (1) Salary (October 2015) Paid by Standing Order | 1168.05 |
| 004806 | HMRC (NI and Tax) for September 2015 | 281.96 |
| 004807 | LCC Room Hire (September 2015 x 3) | 30.00 |
| 004808 | Zurich Insurance Interim Insurance of CLW Bowling Green Buildings and Bowling Green | 115.72 |
| 004809 | DWG (NW) Ltd September Routine Mowing | 215.40 |
| 004810 | Rytetype Business Supplies Plain and Coloured Copying Paper | 38.38 |
| 004811 | Reimbursement to Clerk for Wreath (Former Councillor Mrs Anne Smith) | 25.00 |
| 004812 | Donation to Charity (Former Councillor Mrs Anne Smith) | 25.00 |
| 004813 | Play Safety Ltd. Annual Inspection of Meadow Lane Play Area | 261.60 |

| | | |
|--|---|------------------|
| 004814 | DWG Landscapes Ltd Flowerbed maintenance, Strimming S/O St John's Club | 146.40 |
| Total Expenditure <i>without</i> late Accounts | | £2,950.71 |

15. To discuss and make decisions on Planning Applications

Applications can be viewed on the Chorley Council website via the following link <http://planning.chorley.gov.uk/online-applications/>

- **15/00926/FUL.** Change of use of vacant shop (Class A1) to a beauty salon (sui generis), Unit 1 Kwik Save centre, 28 Pendle Road
- **15/00964/TPO.** T2 Oak tree Chorley BC TPO 6 (Clayton-le-Woods) 2005: prune back overhanging branches overhanging fence line in rear garden. 202 Spring Meadow. Forwarded to Tree Warden for Comment
- **15/00884/TPO.** Removal of oak tree and replanting with plum tree.26 Maypark. Forwarded to Tree Warden for Comment
- **15/00990/TPO.** Removal of one oak tree covered by TPO1 (Clayton-le-Woods) 1984. 99 Maypark. Forwarded to tree Warden for Comment
- **15/00936/LATEN.** Temporary Events Notice. Cuerden Valley Park 29/10/15 – 01/11/15 18:00 - 23:30

Late Planning Applications (To be tabled at the meeting)

16. Correspondence.

Letter from WLW and CLW War Memorial Committee regarding Remembrance Sunday
Letter from Resident regarding post office on Spring Meadow

17. Dates for Next Meetings

The next ordinary parish meeting has been agreed to be held on **Monday 16th November 2015** at 7.30pm at Clayton Green Library.

Committee Meetings to be Confirmed as follows:-

- FSB Committee – Monday 9th November 2015
- PLW Committee - Monday Wednesday 13th January 2016
- Environment Committee - Monday 4th January 2016
- Communications Committee – **To be arranged**
- Management Committee – **To be arranged**