

CLAYTON-LE-WOODS PARISH COUNCIL

MINUTES OF THE ORDINARY MEETING HELD ON MONDAY 5th SEPTEMBER 2016 AT CLAYTON GREEN LIBRARY AT 7.30PM

PRESENT: Councillor Mr R Ormston (Chair)
Councillor Mrs R Boyd
Councillor Mrs C Billouin
Councillor Ms C Bromilow
Councillor Mrs G Charlesworth
Councillor Mr M Clifford
Councillor Mr S Cross
Councillor Mrs G Ormston
Councillor Mrs E Whiteford
Councillor A Whitham

IN ATTENDANCE: Mrs TD Morris (Clerk)

MEMBERS OF THE PUBLIC: 2

7617 APOLOGIES RECEIVED AND ACCEPTED

Apologies were received and accepted from Councillors J Cronshaw, M Cullens, M Mayson, S Fenn, and D Rogerson.

7618 DECLARATION OF INTEREST

There was a declaration of interest from Councillor E Whiteford regarding the Bowling Green item 7623

7619 PUBLIC PARTICIPATION

There had been requests for public participation prior to the meeting.

7620 MINUTES OF ORDINARY PARISH COUNCIL MEETING HELD ON MONDAY 5th SEPTEMBER 2016.

It was **RESOLVED** to accept the minutes of the ordinary parish meeting held on 5TH September 2016 and was duly signed by the Chair on behalf of the council.

ACTION

7621 MINUTES OF THE ANNUAL GENERAL MEETING HELD ON MONDAY 20TH JUNE 2016.

It was **RESOLVED** to accept the minutes of the annual general meeting held on 20th June 2016 and was duly signed by the Chair on behalf of the council.

- **Subsidised Bus Service Committee Update - Councillor M Clifford**

It was reported that the first meeting would take place this week with Whittle-le-Woods parish council and that Cuerden would be approached to join the group.

- **Meeting of Clayton Brook Action Plan Group attended by Councillors C Bromilow, J Cronshaw and the Clerk on 11th August 2016**

Councillor Bromilow stated that it was key that the parish council attended the meetings so that any development work regarding Clayton Brook would be co-ordinated. It was noted that the next meeting was scheduled for 12th October 2016.

- **Clayton Hall Landfill Site. Neales Waste have issued an open invitation to explain to community representatives the continuing work on the site.**

It was agreed that Councillor D Rogerson and Councillor M Clifford would be put forward as representatives.

7622 TEMPORARY CLOSURE OF CHORLEY A&E DEPARTMENT THE POSSIBILITY OF A NEW HOSPITAL SITED IN THE CLAYTON BROOK AREA.

The members agreed that the parish council would join with other parish councils in the area to lodge its disagreement with the decision by the Health Trust to temporarily close the Chorley A& E Department. It was hoped that it would resume normal working as soon as possible.

It was noted that there had been rumours regarding a new hospital sited in Clayton Brook which were unfounded at the present time.

7623 CLW BOWLING GREEN LEASE AGREEMENT

This was deemed a confidential item to the exclusion of the press and public due to the sensitive nature of ongoing negotiations.

7624 PARISH WEBSITE DEVELOPMENT CONTRACT

The proposal from the FSB Committee was to award the website contract for one year in the first instance to Easy Websites at a cost of £750.00 (£500 of that being the set up cost).

It was RESOLVED that a contract would be drawn up with Easy Websites Ltd for a period of one year in the first instance.

It was proposed that each parish councillor would be provided with a dedicated email address to undertake their parish duties.

It was RESOLVED that the clerk would request that each member be allocated a parish email address as soon as was practicable.

7625 LAND REGISTRY REGISTRATION FEE AND SURVEYORS REPORTS

It was stated that the Land Registry details for parish owned sites needed to be clarified. It was proposed that the parish council employ a surveyor to check the parish woods boundary in the first instance.

It was RESOLVED that the Land Registry be contacted to confirm the parish council's assets and the boundary of Back Lane Woods.

7626 COMMITTEE MEETINGS

The following Committee reports were noted:

Management and General Purposes Committee meeting held on 1st September 2016:

The Finance Staffing and Buildings Committee meeting held on 1st September 2016:

The Environment Committee held on 5th September 2016

The parish council wished to commend Councillors G Ormston and A Witham for their excellent report regarding Back Lane Woods.

7627 ACCOUNTS FOR PAYMENT

The parish council were informed that the Chairman and the Clerk checked and countersigned all the receipts/invoices, salaries and HMRC payments prior to the full parish council meeting.

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

<u>Cheque No.</u>	<u>Accounts for September 2016</u>	<u>£</u>
N/A	Lengthsmen (6no.) Salary (September 2016) Paid by Standing Order	691.20
N/A	Employee (1) Salary (September 2016) Paid by Standing Order (1% Pay Increase)	1,462.58
4894	Employee (1) Adjustment (Back Pay from 1 st April 2016 to 31 st August 2016) £60.28 Employee (1) Expenses Jun to Sept £18.27	78.55
N/A	O2 Telefonica. Aug to September 2016 parish phone charge Paid by Direct Debit	41.60
4895	HMRC Tax/NI August 2016 (Tax/NI Adjustment from 1 st April 2016)	520.73
4896	Scan International 1x iPad and 1x Key Pad	366.34
4897	1x Pack of File Folders and Black Toner	50.98
4898	LCC 1 x June 2016 4 x July 2016 x 1 August - Room Hire	60.00
	Total Expenditure <i>with</i> late Accounts	£3,271.98

7628 PLANNING APPLICATIONS

The following planning applications were tabled for scrutiny by the parish council.

After due deliberation it was **RESOLVED** to make no comments on the following Planning Applications:

1. Demolition of existing conservatory and erection of a single storey side extension. 3 Oakmere. PR6 8RP
2. Part removal of existing single storey side extension and erection of two storey side extension. Hollins Farm House Gough Lane. PR5 6AQ

7629 CONFIDENTIAL ITEMS

Item 7623 was deemed confidential.

7630 DATE OF NEXT ORDINARY PARISH MEETING

It was **RESOLVED** that the next ordinary parish council meeting is to be held on **Monday 17th October 2016** at Clayton Green Library at 7.30pm.

7631 DIARY DATES

- Play and Leisure Committee Thursday 22nd September 2016 at 7.00pm
- Environment Committee Monday 7th November 2016 at 7.00pm