

**CLAYTON-LE-WOODS PARISH COUNCIL
MINUTES OF THE EVENTS & ASSETS COMMITTEE
HELD ON WEDNESDAY 11TH MARCH 2026**

**AT 6.30PM AT CLAYTON-LE-WOODS PARISH COUNCIL OFFICE/MEETING
ROOMS, 239A PRESTON ROAD, CLAYTON-LE-WOODS, CHORLEY, PR6 7PY**

PRESENT: Councillor Neville Whitham (Acting Chair)
Councillor Irene Amahwe
Councillor Michelle Beach
Councillor David Cook
Councillor Jan Coyne
Councillor Adam Halliday (6)

IN ATTENDANCE: Lisa Burton (Locum Clerk)

	ACTION
<p>26.09 APOLOGIES</p> <p>Councillor Mark Clifford, Councillor Steve Maddock</p>	
<p>26.10 DECLARATION OF INTEREST</p> <p>Councillor Nev Whitham, Councillor Michelle Beach – Licensing matters</p>	
<p>26.11 TO APPROVE THE MINUTES OF THE EVENTS AND ASSETS COMMITTEE MEETING HELD ON WEDNESDAY 14TH JANUARY 2026</p> <p>It was RESOLVED to approve the minutes of the meeting held on 14th January 2026 which were duly signed by the Chair.</p>	
<p>26.12 SENIORS CHRISTMAS LUNCH</p> <p>Following discussions at Full Council the Clerk has provided options for increasing the numbers of places and days available for the Christmas Lunch.</p> <p>Clarification is to be sought from Full Council as to whether Councillors and Staff should have a meal.</p>	

Chairs Signature _____ Date _____

	<p>It was RESOLVED that 56 places would be booked for each of 2 days for the Seniors Christmas Lunch and that this would be taken to Full Council</p>	<p>Events</p>
<p>26.13</p>	<p>NEWSLETTER UPDATE</p>	
	<p>The latest proof was approved, with 1 amendment to be made.</p>	<p>Clerk</p>
	<p>Distribution of the Newsletter was discussed. Clerk to seek quote for distribution by mail and advise the Full Council meeting on Monday 16th March 2026 or an Extraordinary meeting will be called to agree the cost.</p>	<p>Clerk</p>
	<p>It was RESOLVED to have 7,600 Newsletters printed ready for distribution.</p>	<p>Clerk</p>
<p>26.14</p>	<p>Summer Fair (27 June 2026)</p>	
	<p>It was agreed to book Chorley Fun Dog Agility; Medivet Chorley (Hillcrest); Worldwide Drummers & Samba Dancers; and First Kick Foundation.</p>	<p>JC / Clerk</p>
	<p>It was agreed to seek further clarification and prices from Circus Sensible (Skills workshop only); The First Putt (Mini Crazy Golf); North West Event Service (9-Hole Mobile Crazy Golf / Inflatable Bungee Run / Inflatable Pillow Bash / Inflatable Axe Throwing). With this information being presented to Full Council</p>	<p>Clerk</p>
	<p>It was agreed not to book the Dinosaurs as the cost is high for time to be provided and logistics are proving difficult for the provider.</p>	<p>Clerk</p>
	<p>Face painters / Sper Heroes / Princesses / Baby Dinosaurs have not yet been booked</p>	
	<p>It was suggested that the bean bag throwing competition will be renamed "The Game of Throws"</p>	
	<p>Councillor Irene Amahwe will provide details of the Martial Arts display</p>	<p>IA</p>
	<p>Councillor Jan Coyne will begin seeking Sponsorship for the Summer Fair</p>	<p>JC</p>

Chairs Signature _____ Date _____

It was **RESOLVED** that the pricing structure for entry to the Summer Fair will be £3.00 for over 16's / £1.00 or under 16's / Children in prams free.
To be taken to Full Council

It was suggested that a flyer for the Summer Fair could be sent out with the Newsletter. Councillor Michelle Beach will arrange the design of a flyer for the Summer Fair for the Newsletter and for posters, Social media etc.

SB

The budget for the Summer Fair, and the costs to date will be provided to the Parish Council

Clerk

26.15 DATE OF NEXT MEETING

Next meeting Wednesday 15th April 2026 @ 6.30pm

DRAFT

Chairs Signature _____ Date _____