
Chief Executive's Office

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Date: 2 March 2006

Chorley
Borough Council

Chief Executive:
Donna Hall



Dear Sir/Madam,

CLAYTON-LE-WOODS NORTH AREA FORUM THURSDAY, 16TH MARCH 2006

You are invited to attend the first meeting of the Clayton-Le-Woods North Area Forum to be held at the Youth and Community Centre, Manor Road, Clayton-le-Woods on Thursday, 16th March 2006 commencing at 7.00 pm.

The agenda for the meeting is set out overleaf. Refreshments will be available upon arrival.

Representatives of Chorley Borough Council, Lancashire County Council, Clayton-le-Woods Parish Council, Lancashire Police, Chorley and South Ribble Primary Care NHS Trust, Lindsay Hoyle MP, and local community groups will be present.

Members of the public are strongly encouraged to participate in the proceedings of the Forum meeting. As well as the provision for the public to speak for up to five minutes on any item on the agenda, a period of up to 30 minutes is allowed for them under agenda item 4 to ask questions and express views on any matter relating to the provision of local services in the Clayton -le-Woods Parish Area.

Question cards will be available at the meeting for members of the public to complete and hand in before the start of the meeting. Where possible questions will be answered on the night. If a question cannot be answered a written response will follow. A summary of the responses to questions submitted will be included on the agenda for the next meeting.

Yours sincerely

Chief Executive

Distribution

1. Agenda and reports to Councillor A Cullens (Chair), Councillor R Livesey (Vice-Chair) and Councillors P Buckley for attendance.
2. Agenda and reports to Councillor L Lennox (Executive Member for Housing and Neighbourhood Renewal) for attendance.

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3. Agenda and reports to Donna Hall (Chief Executive), Keith Allen (Head of Public Space Services), Jamie Carson (Head of Leisure and Cultural Services) and John Lechmere (Head of Environmental Services) for attendance.
4. Agenda and reports to County Councillor Margaret Livesey (Lancashire County Council), Parish Councillor S Fenn, (Clayton-le-Woods Parish Council), Inspector Janet Edmundson (Lancashire Constabulary Offices), Shelagh Garnett (Director of Public Health, Chorley and South Ribble PCT) and Lindsay Hoyle for attendance.
5. Any resident in the area.
6. Local Community/Voluntary/Residents/Tenants Group in the area.
7. Housing Associations in the area.
8. Any Employer or Business in the area.

This information can be made available to you in larger print or on audio tape, or translated into your own language. Please telephone 01257 515118 to access this service.

આ માહિતીનો અનુવાદ આપની પોતાની ભાષામાં કરી શકાય છે. આ સેવા સરળતાથી મેળવવા માટે કૃપા કરી, આ નંબર પર ફોન કરો: 01257 515822

ان معلومات کا ترجمہ آپ کی اپنی زبان میں بھی کیا جاسکتا ہے۔ یہ خدمت استعمال کرنے کیلئے براہ مہربانی اس نمبر پر ٹیلیفون

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AGENDA

1. **Welcome and Introductions**
2. **Apologies for absence**
3. **Membership and Terms of Reference of Area Forum Pilot Scheme (Pages 1 - 4)**

Report attached

4. **Key Issues for Clayton-le-Woods North - Open Discussion**

A period of 30 minutes will be allocated to allow members of the public to raise questions and express views on any matters relating to the provision of local services in the Clayton -le-Woods area.

5. **Chorley Community Agenda**

Representatives of the following organisations will be in attendance to provide an update on relevant issues.

- a) Chorley Borough Council issues
- b) Lancashire County Council issues.
- c) Clayton -le-Woods Parish Council issues.
- d) Chorley & South Ribble Primary Care NHS Trust issues.
- e) Lancashire Police issues

6. **Feedback / Items for Next Meeting**

Member of the Public will be invited to express their views on the format and arrangements for this meeting and to submit items for consideration at the next meeting.

7. **Any Other Business**

8. **Dates of Future Meetings**

Future meetings of the Clayton -le-Woods North Area Forum will be held on the following dates at the venues indicated:

- Wednesday 21 June 2006 – Clayton Brook Village Hall, Clayton Brook
- Thursday 12 October 2006 – Youth and Community Centre, Manor Road, Clayton-le -Woods

The meetings will commence at 7.00pm.