

**MINUTES OF A MEETING OF THE  
TRANSFER OF SERVICES AND FACILITIES TO  
TOWN AND PARISH COUNCILS COMMITTEE  
HELD AT NELSON TOWN HALL  
ON 12<sup>th</sup> NOVEMBER, 2015**

*PRESENT –*

*Councillor A. R. Greaves (Chairman – in the Chair)*

**Councillors**

*M. Hanif  
M. Iqbal  
J. K. Starkie  
D. M. Whipp*

**Also in attendance:**

<i>Philip Mousdale</i>	<i>Corporate Director</i>
<i>Peter Atkinson</i>	<i>Neighbourhood Services Manager</i>
<i>Jane Watson</i>	<i>Senior Committee Administrator</i>

*(Apologies for absence were received from Councillor G. Waugh).*



**14. PUBLIC QUESTION TIME**

There were no questions from members of the public.

**15. MINUTES**

**RESOLVED**

That the Minutes of the meeting of the Transfer of Services to Town and Parish Councils Working Group held on 27<sup>th</sup> August, 2015 be approved as a correct record and signed by the Chairman.

**16. OVERVIEW OF PROGRESS WITH THE 2015/2017 PROGRAMME**

The Corporate Director submitted, for information, a report which provided an overview of progress with this year's programme including engagement with the parish and town councils. The report also provided details of the responses received from the councils to the Council's offer in relation to play areas and MUGAs, passenger bus shelters, roadside seats, the rights of way (Countryside Access) and CCTV.

The deadline for responses was 30<sup>th</sup> October but not all parish and town councils had responded. It was noted that the target date for completion of transfers and agreements in respect of play areas and MUGAs, passenger shelters, the rights of way subscription service and CCTV was still 31<sup>st</sup> March, 2016.

Further updates were given at the meeting which included:

- a request from Earby Town Council for the transfer of Birley Playing Fields;

- Trawden Forest Parish Council had requested information relating to the recreation ground and the two Cotton Tree garage sites (this information was being compiled);

**RESOLVED**

- (1) That the report be noted.
- (2) That the Executive be asked to consider the request from Earby Town Council regarding the possible transfer of Birley Playing Fields.

**17. PASSENGER SHELTERS**

The Neighbourhood Services Manager submitted a report on the condition of the passenger shelters which were up for transfer and the revised cost of repairs and maintenance to bring them up to a standard suitable for transfer. All town and parish councils had been sent a list of the shelters in their area. It was proposed that the works would be undertaken by the Environmental Action Group with support from a local builder and glazing contractor. If they wished Pendle Council to continue to deal with maintenance, then the cost to them would be £106.38 per shelter per annum.

Reference was made to the passenger shelters at Colne and Earby Bus Stations. It was felt that these should not be transferred.

Mention was made of the contract for the Primesight shelters which was due to expire in November 2016. The Corporate Director and the Neighbourhood Services Manager were due to meet with Primesight to discuss this and the outcome would be reported to the Committee.

**RESOLVED**

- (1) That the work detailed in the schedule to the report be carried out at an estimated cost of £8,747 to be funded from the Community Project Fund and the town and parish councils be advised accordingly.
- (2) That £4,000 be initially allocated from the Community Project Fund for the purchase of paint to be made available to parish and town councils wishing to undertake painting of shelters, subject to the work being carried out within six months of the transfer of the shelters.

**18. PLAY AREAS AND MUGAs**

The Corporate Director submitted a report on the proposed transfer of play facilities to town and parish councils. It was acknowledged that from responses received so far the councils were willing, in principle, to take on responsibility of these facilities in their areas. Many were also willing to pay the Council for an initial period to undertake routine maintenance to the value of £1293 per annum per facility.

It was reported that there was some general expectation that prior to the transfer the Council would do some further refurbishment works and the town and parish councils were aware that the Community Projects Fund was available for this.

## Transfer of Services and Facilities to Town and Parish Councils (12.11.2015)

In total there were 47 play facilities to be transferred. The report suggested that the remaining balance in the Community Projects Fund be divided by the total number of facilities and then multiplied up as appropriate for each council.

Each town and parish council would then be asked to identify the work it would like to see undertaken by the Council within the amount allocated to it.

### **RESOLVED**

- (1) That £47,000 be allocated from the Community Projects Fund and this be allocated on the basis of £1,000 per play facility transferred to each town and parish council.
- (2) That the Corporate Director contacts the town and parish councils advising them of the allocation referred to in (1) above and that they be asked to identify the work they would like to see undertaken by the Council within that amount.

## **19. LIST OF MISCELLANEOUS PIECES OF LAND**

The Neighbourhood Services Manager submitted a list of miscellaneous pieces of land in the Borough that could be considered for possible transfer to the town and parish councils. The list included some sites which had already been identified for disposal last year. It was suggested that the list be 'refined' before being considered further.

It was also suggested that Council owned garage sites could also be transferred to town and parish councils. It was noted however that the garage sites raised some income for the Council and therefore this would need to be considered prior to any transfer decisions.

### **RESOLVED**

- (1) That the list of miscellaneous pieces of land be refined and circulated to area committees for comments.
- (2) That the list of Council owned garage sites and income generated be submitted to the next meeting for consideration.

## **20. CCTV**

The Neighbourhood Services Manager submitted a report on progress with the radio Ethernet system and the proposed Blackburn monitoring hub. A meeting with representatives of the five town councils was held on 17<sup>th</sup> September, 2015 where the proposal for the town councils to take on future management and responsibility for their own CCTV scheme was explained and discussed. The annual financial contribution sought from each town council under the single scheme was:

	£
Colne	18,147
Nelson	18,147
Barnoldswick	9,698
Brierfield	7591
Earby	4525

## Transfer of Services and Facilities to Town and Parish Councils (12.11.2015)

It was reported that only Earby had responded formally to say they would be willing to pay their contribution. It was further reported at the meeting that Barnoldswick and Brierfield were likely to agree in principle.

It was reported that work on the Hub was continuing but it was difficult to move progress until decisions from all five of the town councils had been received. It was suggested they be asked to respond no later than 10<sup>th</sup> December, 2015.

### **RESOLVED**

- (1) That the five town councils be informed that the deadline for responses regarding the transfer of CCTV provision was 10<sup>th</sup> December, 2015.
- (2) That an update report be submitted to the Executive on 10<sup>th</sup> December, 2015.

## **21. LEGAL POSITION REGARDING CEMETERY PROVISION**

The Corporate Director advised the Committee of the Council's legal position regarding cemetery provision. The Council acted as the burial authority and had the power to provide cemeteries and was required as the public health authority to provide burials for certain people but it didn't need to have its own cemetery. The legal position was the same for town councils.

### **RESOLVED**

That the position be noted.

Chairman \_\_\_\_\_