

**MINUTES OF A MEETING OF THE  
EXECUTIVE  
HELD AT THE TOWN HALL, NELSON  
ON 30<sup>th</sup> JUNE, 2016**

*PRESENT –*

*The Worship the Mayor (Councillor R. E. Carroll)*

*Councillor M. Iqbal (Chairman – in the Chair)*

**Councillors**

*Nadeem Ahmed  
Nawaz Ahmed  
E. Ansar  
D. Clegg  
A. R. Greaves*

*J. Henderson  
A. Mahmood  
M. Sakib  
D. M. Whipp*

**Also in attendance:**

*Councillor T. Cooney  
Councillor M. Goulthorp  
Councillor M. Horsfield  
Councillor J. K. Starkie  
Councillor K. Turner  
Councillor D. Whalley  
Councillor D. M. Whipp  
Councillor P. White*

**Officers in attendance:**

<i>Dean Langton</i>	<i>Strategic Director</i>
<i>Richard Townson</i>	<i>Democratic and Legal Manager</i>
<i>Vince Green</i>	<i>Financial Services Manager</i>
<i>Jane Watson</i>	<i>Senior Committee Administrator</i>

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*The following people attended the meeting and spoke on the items indicated:*

<i>Gemma Allen</i>	<i>Disposal of Housing Sites – Red Lion Street,</i>	<i>Minute No.</i>
<i>Paul Day</i>	<i>Earby</i>	

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**16. DECLARATIONS OF INTEREST**

Members were reminded of the legal requirements concerning the declaration of interests.

17.

## **PUBLIC QUESTION TIME**

Jackie Commons said the County Council had indicated that they would only be cutting the grass verges on A6068 (Padiham By-Pass) twice a year. She was concerned that the grass was at a height which obstructed sight lines at junctions on the by-pass. She asked if something could be done to either increase the number of cuts or for one of the cuts to be carried out before the end of the second growing season. The Chairman said that the matter would be looked into and she would be contacted with an update.

Gustav Googi asked why there were no public toilets open in Nelson town centre. He was advised that the Council could no longer afford to keep the public toilets open and he was advised that the community toilet scheme was available and had been operating for some time now.

18.

## **MINUTES**

### **RESOLVED**

That the Minutes of the Executive meeting held on 26<sup>th</sup> May, 2016 be approved as a correct record and signed by the Chairman.

## **19. PEARL JOINT VENTURE COMPANIES DEVELOPMENT PROGRAMME 2016/17**

The Housing, Health and Economic Development Services Manager submitted a progress report on the PEARL companies and submitted, for information, the agreed programme of activity for 2016/17.

### **RESOLVED**

That progress and the agreed 2016/17 development programme for PEARL companies be noted.

### **REASON**

*To keep the Executive informed of progress with the PEARL companies.*

## **20. FORMER COLNE HEALTH CENTRE AND COLNE CORNER SURGERY**

The Housing, Health and Economic Development Services Manager submitted a report which sought approval to the funding of works to demolish the former Colne Health Centre building and to ready the site for future development to enable comprehensive regeneration of the site to take place.

The Executive were also asked to consider agreeing to the disposal of the Colne Corner Surgery following a marketing exercise. This was a separate building to the rear corner of Richmond Court. It was proposed that this building be offered to the market for disposal as it was surplus to requirements and could not readily be included in any redevelopment.

### **RESOLVED**

- (1) That funding of £35,000 (to be adjusted up or down dependant on presence of asbestos) be agreed to demolish the existing Colne Health Centre building.
- (2) That it be agreed that marketing for sale of the Corner Surgery be commenced.

- (3) That a public consultation exercise be undertaken on the future use of the former Colne Health Centre site once PEARL have drawn up options for the site.

## **REASONS**

- (1) *The demolition of the existing former health centre building will provide a cleared site for future redevelopment in the town centre.*
- (2) *The Corner Surgery was acquired as part of a package that included the main health centre building and is surplus to requirements. Separated from the main health centre building and sitting within terraced retail properties, it is not possible for it to form part of the proposed development site.*
- (3) *Public consultation will help to ensure that the future use of the site has the support of local residents and businesses.*

## **21. STRATEGIC PLAN 2015-2018**

The Strategic Director submitted the Strategic Plan for 2015-2018 which incorporated the Annual Refresh for 2016-2017.

## **RECOMMENDATION**

That Council be recommended to approve the Strategic Plan 2015-2018 (incorporating the Annual Refresh for 2016-2017).

## **REASON**

*To ensure that the Council retains focus on its priorities and delivers good value and accessible services.*

## **22. TRANSFER OF COLNE TOWN HALL**

The Corporate Director submitted a report requesting the Executive consider further the inclusion in the transfer of Colne Town Hall of the first floor accommodation above the adjacent shops 2 and 4 Albert Road, Colne and the shops themselves.

It was reported that the first floor accommodation was accessed from the Town Hall with electrical and heating services running off the same systems. If this floor was not included there would be blocking up costs and electric and heating termination works.

The two shops were independent of the Town Hall and had their own services but it was felt there was little sense for the Council to retain them when it was transferring all its adjoining property in the Town Hall complex.

It was noted that there would be a loss of rental income (£8,600 per annum) if the shops were transferred. It was suggested that the Town Council be covenanted to pay each year to the Council a sum equivalent to the annual rent. Following discussion it was decided that this should not be considered.

**RESOLVED**

That the first floor accommodation and the adjacent shops 2 and 4 Albert Road, Colne be included in the transfer of Colne Town Hall to Colne Town Council.

**REASON**

*In the interests of estate management whilst retaining income for the Council.*

**23. PROVISIONAL REVENUE OUTTURN 2015/16**

The Financial Services Manager submitted the provision revenue outturn position on the Council's General Fund Revenue Budget for 2015/16.

It was reported that discussions were ongoing with regards to implementing a Business Improvement District (BID) in Colne. It was suggested that at some point consideration be given to earmarking some funding to help support this initiative.

There was also a discussion around contributing to the subsidy required to re-introduce the last (M1) bus service to and from Barnoldswick (Minute 32(a) also refers). The West Craven Committee had asked the Executive to consider contributing towards the £7,700 needed to subsidise this service. It was suggested that the West Craven Committee allocate this money from the £7,920 it would receive which had been withheld in 2015/16 as part of the implementation of service/asset transfers to Town and Parish Councils.

The Executive were also asked to consider approving a grant of £3,500 each to both ITHAAD and the People's Enterprise and Empowerment Forum (PEEF). The Council's financial support to both these organisations ended on 30<sup>th</sup> June, 2016. A request had been received from both organisations for a grant, equivalent to the cost of maintaining the service for 3 months, to be provided by the Council to allow them time to introduce a charging system.

**RESOLVED**

- (1) That the outturn on the Council's Revenue Budget for 2015/16 be noted.
- (2) That the proposals for budget slippage from 2015/16 to 2016/17 for those items exceeding £10,000 (as shown in Appendix B attached to the report) be approved.
- (3) That an additional contribution in 2015/16 to the Business Rates Volatility Reserve of £600,000 to support the development of the Council's budget for 2017/18 be approved.
- (4) That the return of £40,000 to the Area Committees which was withheld in 2015/16 pending progress on the implementation of service/asset transfers be agreed.
- (5) That West Craven Committee be asked to consider allocating its share of the £40,000 referred to in (4) above towards the re-introduction of the last (M1) bus service to and from Barnoldswick.
- (6) That a grant of £3,500 each be provided to both ITHAAD and PEEF as a contribution towards the cost of advice services and that this grant be met from the Council's Budget Strategy Reserve.

**REASON**

***To inform the Executive of the Council's outturn position on revenue budgets for 2015/16 and mitigate future budgetary impacts of reduced income from business rates.***

**24. CAPITAL PROGRAMME – PROVISIONAL OUTTURN 2015/16**

The Financial Services Manager submitted the provisional outturn position on the Council's Capital Programme for 2015/16.

**RESOLVED**

- (1) That the provisional outturn position on the Council's Capital Programme for 2015/16 be noted.
- (2) That the proposals to carry forward budget slippage in the programme from 2015/16 to 2016/17 be approved.

**REASON**

***To inform the Executive of the outturn position for the Council's Capital Programme in 2015/16.***

**25. REVIEW OF REVENUE RESERVES AT 31<sup>st</sup> MARCH, 2016**

The Financial Services Manager submitted a report on the outcome of a review of the Council's revenue reserves following completion of the draft accounts for 2015/16. The report also sought approval to transfer amounts from specific reserves to the Budget Strategy Reserve to support the ongoing development of the Council's medium-term financial plan position.

**RECOMMENDATION**

- (1) That the outcome of the review of revenue reserves as at 31<sup>st</sup> March, 2016 be noted.
- (2) That the transfer in 2016/17 of £1,75m from specific reserves to the Budget Strategy Reserve, as set out in paragraph 11 in the report, be agreed and recommended to Council for approval.

**REASON**

***To provide additional resources in support of the Council's revenue budget over the medium-term financial plan period 2017/18 to 2019/20.***

**26. MISCELLANEOUS MINUTES**

**(a) Budget Working Group**

Minutes of a meeting of the Budget Working Group held on 2<sup>nd</sup> June, 2016 were submitted for information.

**(b) LCC's Budget Savings Proposals 2016/17 Member Working Group**

Minutes of a meeting of the above Working Group held on 7<sup>th</sup> June, 2016 were submitted for information.

**27. EMPTY HOMES PLAN AND EMPTY HOMES LOANS UPDATE**

The Housing, Health and Economic Development Services Manager submitted a report on progress being made against the Empty Homes Plan and the Empty Homes Loans. An update on the Empty Homes Action Plan was also provided.

It was noted that progress had been made in reducing the numbers of empty properties to below the target set in the Sustainable Communities Strategy there were still clusters of empty properties that were causing problems and attracting anti-social behaviour. The Action Plan attached to the report set out the actions the Council had and intended to use to reduce the numbers of empty properties further.

**RESOLVED**

- (1) That the work already completed towards achieving the targets in the Empty Homes Plan be noted.
- (2) That the Empty Homes Action Plan for 2016/17, attached to the report, be adopted.
- (3) That progress with the Empty Homes Loans be noted.

**REASONS**

- (1) *To enable the Empty Homes Plan targets to be met.*
- (2) *To continue the reduction in empty properties across the Borough.*

**28. BROWNFIELD SITES**

The Housing, Health and Economic Development Services Manager and the Planning, Building Control and Licensing Services Manager submitted a report which defined how the Brownfield Sites Fund grants scheme would operate in Pendle. It was proposed that developers would be offered a grant of up to £10,000 per house built. It was suggested that the maximum number of properties supported in this way would be 50% of the total number of plots on site up to a maximum of 10. The Executive felt that the 50% threshold should be removed but were happy to retain the maximum number of plots on site to 10.

A total of £500k would be made available out of the £1.5m funding for such grants. Details of the procedure for accessing this grant scheme were included in the report.

The Executive also received an update on progress with the Brownfield Sites Register. Pendle had led on a joint bid to be pilot authorities to test the register and this pilot would be completed by CLG by the end of June. Appendix A attached to the report listed the sites eligible for inclusion in the pilot register.

## **RESOLVED**

- (1) That, subject to the removal of the 50% threshold referred to in paragraph 7, the procedure for accessing funding from the Council's Brownfield Sites fund, as set out in the report, be agreed.
- (2) That progress made in developing a Brownfield Sites Register for Pendle be noted.

## **REASON**

- (1) ***To ensure that the fund is used in a consistent and effective way.***
- (2) ***To ensure the Council complies with the Government requirement to keep a Register of Brownfield Sites.***

## **29. DISPOSAL SITES FOR HOUSING**

The Housing, Health and Economic Development Services Manager submitted an update on progress with the housing sites that the Executive had previously agreed to dispose of with a proposal that further sites be considered for housing development.

It was proposed that five additional sites be declared surplus and brought forward for housing development:

Gib Hill, Nelson  
Halifax Road, Brierfield  
Land at Aspen Grove, Earby  
Land at Bailey Street, Earby  
Red Lion Street, Earby

Following discussion the Executive felt that only the Halifax Road site in Brierfield should be consulted on.

## **RESOLVED**

- (1) That progress so far on sites that have been agreed for disposal be noted.
- (2) That Brierfield and Reedley Committee be consulted on the possible disposal of the site on Halifax Road in Brierfield and that any comments be submitted to a future meeting of the Executive.

## **REASONS**

- (1) ***To keep members informed of progress.***
- (2) ***To dispose of sites that can support the Council's growth objectives.***

## **30. PENDLE WOMEN'S REFUGE**

The Housing, Health and Economic Development Services Manager submitted a report on the potential loss of Supported People funding for the Refuge from 1<sup>st</sup> April, 2017. The Refuge was owned and managed by the Council. The County Council had agreed to accept proposals to deliver savings, which included the ceasing of non-statutory elements of the Supported People service

## Executive (30.06.2016)

(Prevention and Early Help Fund). A consultation exercise was currently ongoing and the findings would be considered by the County Council in Summer 2016.

There was, therefore, a threat to the funding for the Women's Refuge after the end of this financial year.

The Executive considered four options:

1. the Council continues to manage the Refuge;
2. the Council seeks an alternative provider to manage the Refuge;
3. the Council seeks 'charitable status' for the Refuge service;
4. closure of the Refuge.

### **RESOLVED**

- (1) That permission to undertake a 'soft market test' with selected partners to ascertain whether there is a feasible option for an external provider to manage the Refuge be agreed.
- (2) That work be undertaken to ascertain feasibility of providing an expanded service, which would enjoy greater benefit from economy of scale.
- (3) That an update report be submitted to the Executive in October, 2016.

### **REASON**

***To examine different ways of retaining the Refuge should the decision be made to cease Supported People funding.***

## **31. PUBLIC SPACES PROTECTION ORDERS PROGRAMME 2016/2018**

The Neighbourhood Services Manager submitted a report on proposals and options for Public Spaces Protection Orders (PSPOs) in relation to parks; sports grounds; local nature reserves; town centres and alley ways in Pendle.

A timetable of how the programme would be delivered over two years was included in the report.

### **RESOLVED**

- (1) That informal consultation with partners on the current options and to propose further options starts in July, 2016 and includes a report to each of the Council's Area Committees to consider and recommend options for public consultation.
- (2) That a further report with proposals for a public consultation be submitted to the Executive in September, 2016.

### **REASON**

***To enable the Council and its partners to respond to concerns regarding behaviour that is detrimental to the quality of life in public spaces in Pendle including enforcement action.***



## **32. MATTERS REFERRED FROM AREA COMMITTEES**

### **(a) Transdev – Last Bus Service to Barnoldswick**

At a meeting of the West Craven Committee on 10<sup>th</sup> May, 2016 it was resolved:-

- “(1) That this Committee agrees to ring fence £7,700 in the 2016/17 Capital Programme as an interim measure to underwrite the subsidy required to re-introduce the last (M1) bus service to and from Barnoldswick.
- (2) That Pendle Council’s Executive and the County Council Bus Working Group be asked to contribute half each of the £7,700.”

The allocation of funding was considered under Minute number 23 above.

The Executive were advised that there was a wider issue of timetabling which needed to be considered and it was suggested that a meeting with Transdev be arranged to discuss this matter as soon as possible.

### **RESOLVED**

That a meeting with Transdev be arranged to discuss timetabling issues as soon as possible.

### **REASON**

*To ensure the service was available at the appropriate times.*

### **(b) Land at Ravenscroft Way, Barnoldswick**

At a meeting of the West Craven Committee on 7<sup>th</sup> June, 2016 it was resolved “that the Executive be recommended to declare the land, shown edged black on the plan attached to the report, surplus to requirements in order for it to be marketed for sale for an alternative use, subject to planning consent.”

The report considered by the Committee was submitted for information.

### **RESOLVED**

That the land at Ravenscroft Way, Barnoldswick, shown edged black on the plan attached to the report, be declared surplus to requirements and it be marketed for sale for an alternative use, subject to planning consent.

### **REASON**

*To achieve a capital receipt and to end all liabilities.*

### **(c) Railway Street Area of Brierfield – Empty Homes Update**

At a meeting of the Brierfield and Reedley Committee held on 7<sup>th</sup> June, 2016 it was resolved “that the Executive be recommended to make a Compulsory Purchase Order for numbers 6, 8, 10 and 12 Cambridge Street, Brierfield.”

Executive (30.06.2016)

The report considered by the Committee was submitted for information.

**RESOLVED**

That the request not be supported at this time.

**REASON**

***Due to financial constraints and the lack of available capital resources.***

**33. LICENCE FEES FOR VEHICLES, DRIVERS AND OPERATORS**

The Planning, Building Control and Licensing Services Manager submitted a report on changes in legislation governing the administration of licenses and the need to set fees in accordance with the legislative requirements.

It was reported that the Council was required, under the Deregulation Act 2015, to move to a default position where licenses were issued for 5 years for operators and 3 years for drivers. The setting of the license fees had to be based on the actual costs of running the service, and on the basis that no surplus could be made. Following a review of the time taken to deal with each of the types of applications the proposed fee structure was submitted for consideration and appeared in Appendix 1 within the report.

**RESOLVED**

- (1) That the fee structure as set out at Appendix 1 in the report be agreed and a consultation on the proposed fee structure be undertaken.
- (2) That the results of the consultation exercise be referred to Council for approval.

**REASON**

***In order to comply with the requirements of Sections 53 and 70 of the Local Government (Miscellaneous Provisions) Act 1976 and Sections 10 and 11 of the Deregulation Act 2015.***

**34. FORWARD PLAN**

The Executive's Work Programme and Forward Plan of key decisions for the four month period commencing 1<sup>st</sup> July, 2016 were submitted for information.

Chairman \_\_\_\_\_