

**MINUTES OF A MEETING OF THE  
EXECUTIVE  
HELD AT THE TOWN HALL, NELSON  
ON 22<sup>nd</sup> JANUARY, 2015**

*PRESENT –*

*Councillor J. Cooney (Chairman – in the Chair)*

**Councillors**

*Councillor Nadeem Ahmed  
Councillor D. Clegg  
Councillor T. Cooney  
Councillor A. R. Greaves*

*Councillor J. K. Starkie  
Councillor D. M. Whipp  
Councillor P. White*

*(Apologies for absence were received from Councillor J. Purcell).*

**Also in attendance:**

*Councillor D. Lord*

**Officers in attendance:**

*Stephen Barnes  
Philip Mousdale  
Dean Langton  
Jane Watson*

*Chief Executive  
Deputy Chief Executive  
Head of Central and Regeneration Services  
Senior Committee Administrator*



**108. DECLARATIONS OF INTEREST**

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

**109. PUBLIC QUESTION TIME**

There were no questions from members of the public.

**110. MINUTES**

**RESOLVED**

That the Minutes of the Executive meeting held on 11<sup>th</sup> December, 2014 be approved as a correct record and signed by the Chairman.

**111. SELECTIVE LICENSING**

The Economic and Housing Regeneration Manager submitted a report on proposals to continue investigations into the need for selective licensing initially in the Southfield area.

Data for all 20 Wards in the Borough had been looked at and Bradley, Brierfield, Clover Hill, Horsfield, Southfield, Walverden, Waterside and Whitefield had been identified as having at least three of the factors that determined low demand. Marsden Ward also showed a high level of turnover for the number of private rented properties but did not have any low demand indicators above the Pendle average. Southfield Ward and adjoining areas was identified as the area with the greatest problems. Waterside and adjoining areas were identified as a further selective licensing area.

It was proposed that an Environmental Health Officer be appointed to specifically work on designation of selective licensing areas in the Borough.

## **RESOLVED**

- (1) That officers continue to look at the data for Southfield and adjoining Wards to identify the specific area that would benefit from selective licensing.
- (2) That a report be submitted to a future meeting to gain approval to consult on the introduction of selective licensing.
- (3) That Waterside and adjoining areas be looked at subsequently as a further selective licensing area.
- (4) That an Environmental Health Officer be appointed to assist in the work to enable the designation of selective licensing areas.

## **REASONS**

- (1) *To ensure that the area to be designated can be shown to be an area of low demand housing.*
- (2) *To seek approval to consult on the designated area with the community and partner organisations in line with government guidance.*
- (3) *To tackle further areas of low demand.*
- (4) *To ensure that the designation takes place as quickly as possible.*

## **112. TOUR OF BRITAIN CYCLE RACE 2015**

Minutes of a meeting of the Tour of Britain Cycle Race 2015 held on 6<sup>th</sup> January, 2015 were submitted for information.

It was reported that the Labour Group no longer wished to take part in meetings of this Group.

## **AGREED**

That the composition of the Member/Officer Working Group be amended to 3 Conservatives and 3 Liberal Democrats:

Councillors J. Cooney, L. Davy, P. White, D. Clegg, A. R. Greaves and D. M. Whipp.

## **REASON**

**113. GEARING UP FOR GROWTH GRANTS PANEL**

Minutes of meetings of the Gearing Up for Growth Grants Panel held on 15<sup>th</sup> September, 3<sup>rd</sup> November and 8<sup>th</sup> December, 2014 were submitted for information.

There was a short discussion around free Wi-Fi provision in town centres which was referred to in the Panel's November minutes.

**114. MATTERS REQUIRING FINANCIAL APPROVAL**

The Head of Central and Regeneration Services submitted a report for consideration of an issue under the Council's Financial and Contract Procedure Rules.

The Executive were asked to give authority for the Council to act as Accountable Body for a project to reduce fraud and error on Council Tax Support. The activity would use data analysis to review entitlement to Council Tax Support and identify error and fraud. Whilst the Council would be leading on the bid process, the activity was being undertaken by Liberata on behalf of the 13 participant authorities. They would also be working in partnership with a company called Transactis who provide data management, insight and fraud services to Central Government. Funding of £1.181m had been made available from the Department for Communities and Local Government to implement the activity.

There was also some discussion around what the Council did to advise people of what benefits they were entitled to.

**RESOLVED**

That authority be granted for the Council to act as Accountable Body for a project to reduce fraud and error on Council Tax Support as set out in the report

**REASON**

*To seek approval for the request.*

**115. TRANSFER OF SERVICES TO TOWN AND PARISH COUNCILS**

The Executive were asked to consider appointing Members onto the Transfer of Services to Town and Parish Councils Working Group.

**RESOLVED**

That the composition of the Transfer of Services to Town and Parish Councils Working Group be 2 Conservatives, 2 Liberal Democrats and 2 Labour Members.

**REASON**

*To establish a Working Group.*

**116.**

**TENDERS**

The Democratic and Legal Manager submitted a report on tenders which had been received and accepted.

It was reported that a late higher offer had been received for the public conveniences in Barrowford and that funding was not in place for the highest offer received for 19-21 Carr Road, Nelson. It was therefore suggested that these two properties go out for re-tendering.

**RESOLVED**

- (1) That the tenders which had been received and accepted be noted.
- (2) That the sealed bids which had been received in relation to Miscellaneous Small Sites in Nelson and Public Conveniences (Colne Road, Brierfield and Market Street, Nelson) be agreed and that the highest offers, as set out in the report, be approved.
- (3) That 19-21 Carr Road, Nelson and the Public Conveniences known as 'The Fleece', Gisburn Road, Barrowford go out for re-tendering.

**REASON**

***To agree acceptance of tenders in accordance with Contract Procedure Rules.***

**117.**

**DEVELOPMENT OF BROWNFIELD LAND**

The Planning and Building Control Manager submitted a report on the state of viability on Previously Developed Land (brownfield sites) in Pendle.

It was also reported that across Pennine Lancashire a proposal had recently been submitted to the Homes and Communities Agency (HCA) under the Housing Zones programme which sought to bring forward a number of brownfield sites for housing development. The requirements were that the sites needed to be viable and that at least 750 homes could be developed within the Housing Zone. The Pennine Lancashire Housing Zone was one of 29 which had been shortlisted. The HCA would look at the zones in more detail and select 10 for approval.

A list of the brownfield sites in the Borough and whether they were viable or not was attached to the report for information.

**RESOLVED**

- (1) That the report be noted.
- (2) That it be agreed that the Executive Member for Planning and Development and another Executive Member consider further the viability of the brownfield sites, listed in the Appendix attached to the report, and to hold discussions with the owners of these sites to see if they can be brought forward for development.

**REASON**

- (1) ***To keep the Executive informed of issues of viability affecting sites in Pendle.***
- (2) ***To identify more brownfield sites for development.***

**118. MATTERS REQUIRING FINANCIAL APPROVAL**

**(a) Unity Hall, Vernon Street, Nelson**

At a meeting of the Nelson Committee on 5<sup>th</sup> January, 2015 it was resolved “that the Executive be recommended to:

- (1) Declare Unity Hall, Vernon Street, Nelson as shown on the plan attached to the report, surplus to the Council’s requirements so that the existing lease of this property can be surrendered and the property can then be transferred under Contract Procedure Rules to Nelson Town Council.
- (2) Give delegated authority to the Head of Central and Regeneration Services, in consultation with the Executive member for Finance and Corporate Services to conclude negotiations with Ithaad Community Development Trust Limited and Nelson Town Council with a view to transferring the land/assets at the earliest opportunity.
- (3) Nominate the Executive Member for Finance and Corporate Services and the Head of Central and Regeneration Services to be members of the Steering Group referred to at paragraph 4 of the report.”

The Democratic and Legal Manager also submitted a report which provided additional information. At its meeting on 10<sup>th</sup> December, 2014 Nelson Town Council had agreed in principle to proceed with the acquisition of Unity Hall subject to sight of an independent structural survey and being satisfied that funding and a management plan for its operation was in place. A Steering Group was also established.

The Executive were asked to agree to write-off the outstanding balance for rent payments but following discussions it was felt that a meeting was needed with Ithaad before a decision could be made on this.

**RESOLVED**

- (1) That Unity Hall, Vernon Street, Nelson as shown on the plan attached to the report, be declared surplus to the Council’s requirements so that the existing lease of this property can be surrendered and the property can then be transferred under Contract procedure Rules to Nelson Town Council.
- (2) That delegated authority be granted to the Head of Central and Regeneration Services, in consultation with the Executive Member for Finance and Corporate Services, to conclude negotiations with Ithaad Community Development Trust Limited and the Nelson Town Council with a view to transferring the land/assets at the earliest opportunity.
- (3) That Liberata Property Services be instructed to carry out a structural survey of the building.
- (4) That a meeting be held as soon as possible with Ithaad to discuss the outstanding balance

for rent payments.

- (5) That the Neighbourhood Services Manager be nominated to be a member of the Steering Group referred to in paragraph 5 of the report.

**REASON**

***To ensure the future use of the building as an asset to benefit the community.***

**(b) Bodies in Motion, Community Greenhouse Project – Land off Fleet Street, Nelson**

At a meeting of the Nelson Committee on 5<sup>th</sup> January, 2015 it was resolved:

- “(1) That this Committee recommends the Executive to authorise the granting of a 25 year lease to Bodies in Motion (Pendle) Limited for the creation of a community greenhouse project.
- (2) That, if authorised, approval of the full terms and conditions of the lease be delegated to the Head of Central and Regeneration Services.”

The report considered by Nelson Committee was submitted for information.

**RESOLVED**

- (1) That a 25 year lease be granted to Bodies in Motion (Pendle) Limited for the creation of a community greenhouse project.
- (2) That approval of the full terms and conditions of the lease be delegated to the Head of Central and Regeneration Services.

**REASON**

***To enable Bodies in Motion to take forward their proposal for a Community Greenhouse Project.***

**119. FORWARD PLAN**

The Executive’s Work Programme and Forward Plan of key decisions for the four month period commencing 1<sup>st</sup> February, 2015 were submitted for information.

Chairman \_\_\_\_\_