

**MINUTES OF A MEETING OF THE
TRANSFER OF SERVICES TO TOWN AND PARISH COUNCILS
WORKING GROUP
HELD AT NELSON TOWN HALL
ON 2nd MARCH, 2015**

PRESENT –

Councillors

A. R. Greaves
M. Hanif
M. Sakib
J. K. Starkie
D. M. Whipp

Also present

<i>Philip Mousdale</i>	<i>Deputy Chief Executive</i>
<i>Peter Atkinson</i>	<i>Engineering and Special Projects Manager</i>
<i>Sandra Farnell</i>	<i>Transport and Co-ordination Manager</i>
<i>Kieron Roberts</i>	<i>Parks Service Development Officer</i>
<i>Jane Watson</i>	<i>Senior Committee Administrator</i>

(Apologies for absence were received from Councillor J. Cooney).



1. APPOINTMENT OF CHAIRMAN

AGREED

That Councillor A. R. Greaves be appointed Chairman of the Working Group for the Municipal Year 2014/15.

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

2. TRANSFER OF SERVICES/FACILITIES TO TOWN AND PARISH COUNCILS

The Deputy Chief Executive submitted a report on the potential for the transfer of services to Town and Parish Councils. This report had been considered by the Restructuring Committee and was presented to provide background and to update the Group on progress to date.

It was generally accepted now that Town and Parish Councils were taking on responsibility for local events. Help and assistance was still available from the Council and it was noted that Area Committees may also get involved in events from time to time.

It was acknowledged that the two main events for which the Council was responsible were the Walking Festival and the Tour of Britain Cycle Event.

The transfer of public conveniences had been concluded as was the transfer of Community Centres with the exception of Primet Community Centre. Discussions were still ongoing and legal documentation was still to be finalised in some cases.

It was noted that Town and Parish Councils should be aware of the need to approach the Council for advice in relation to health and safety issues.

3. FINANCIAL PROVISION MADE BY TOWN AND PARISH COUNCILS

Details of the Town and Parish Council Precepts for 2015/16 were circulated. It was suggested that Kelbrook and Sough, Barley and Brogden and Bracewell Parish Meeting be added to list even though they didn't precept at the moment.

It was reported that Kelbrook and Sough would be consulting with residents over the summer months about its future role, taking on facilities and precepting.

4. IMPLICATIONS OF RELEVANT BUDGET DECISIONS

The Deputy Chief Executive advised that following consideration by Council, revenue saving of £40,000 had been agreed for the transfer of playgrounds, play areas and passenger shelters. It was expected that some Town and Parish Councils would be interested in taking over responsibility of these functions. To provide resource cover for this it was proposed to hold back the expected savings from the Area Committee Revenue Funding pending a firmer indication of Town and Parish Council plans.

This would be considered at the next meeting of the Executive following which a note would go to Area Committees at the April round of meetings.

Discussion took place around the responsibilities and liabilities of the Town and Parish Councils where play areas or bus shelters were transferred including major repair or replacement. It was suggested that it would be useful for the Town and Parish Councils to be given sight of the annual inspections of the play areas in their areas.

It was reported that Council had put in place funding of £12,600 so that the Detached Outreach Workers (ITHAAD and People's Enterprise and Empowerment Forum (PEEF)) could be retained until September 2015. Council had asked this Group to consider this matter and discuss with relevant Town and Parish Councils about future funding of this role.

AGREED

- (1) That a paper be produced setting out what responsibilities Town and Parish Councils will have if playgrounds, play areas and passenger shelters are transferred to them and what the residual role of the Borough Council would be e.g., over emergency work and provision of advice.
- (2) That a list of playgrounds, play areas and passenger shelters within each Parish be submitted to the next meeting.
- (3) That a meeting with representatives from ITHAAD and PEEF be arranged as soon as possible.

5. OVERVIEW OF RECENT TRANSFER OF FESTIVE DECORATIONS

Details of the current position regarding the transfer and storage of festive decorations were circulated at the meeting. It was reported that the transfer of festive decorations would be completed by the end of March 2015.

6. MISCELLANEOUS TRANSFERS

It was reported that Unity Hall on Vernon Street, Nelson was in the process of being transferred to Nelson Town Council. The transfer had been agreed in principle pending the results of a survey.

Barley and Wheatley Booth Parish Council had recently requested to take on the transfer of the car park in Barley. This request would be considered by the Executive on 19th March.

7. TOWN CENTRE CCTV

This item was deferred pending further information.

8. STAFFING SUPPORT

The Group discussed who should be the first point of contact for Town and Parish Councils within the Council on transfer of facilities and services. It was agreed this would be Peter Atkinson the Engineering and Special Projects Manager.

AGREED

That Town and Parish Councils be advised that Peter Atkinson, the Engineering and Special Projects Manager was the first point of contact for them with any queries about transfer of services.

9. PROMOTION OF COUNCIL SERVICES TO TOWN AND PARISH COUNCILS

It was suggested that a report on what services the Council could provide for Town and Parish Councils would be useful e.g., from grass cutting to legal services.

AGREED

That a report be submitted to the next meeting on the services which might be provided to Town and Parish Councils by Pendle Council.

**10. WORKING WITH TOWN AND PARISH COUNCILS ON
LOCAL RIGHTS OF WAY**

Reference was made to the recent change in funding from the County Council towards local rights of way. It was reported that the service would continue but on a reduced scale. It was clear that Town and Parish Councils had an important role. To do this it would be useful if details of the various public rights of way within each Parish could be submitted to a future meeting.

AGREED

That a report on the lengths of public rights of way within each Parish be submitted to a future meeting and Tom Partridge the Countryside Access Officer, be invited to attend.

11. FURTHER AREAS TO BE CONSIDERED

There was nothing further to report but it was agreed that this should be a regular item on the agenda.

12. FUTURE MEETING ARRANGEMENTS

AGREED

- (1) That the next meeting of the Working Group be held at 10.00 a.m. on Friday 15th May, 2015 at Nelson Town Hall.
- (2) That a meeting with representatives from the Town and Parish Councils be held at 7.00 p.m. on Monday 29th June at Brierfield Community Centre.

Chairman _____