

DRAFT – TO BE AGREED AT THE NEXT MEETING

**MINUTES OF A MEETING OF THE
COLNE TOWN CENTRE FORUM
HELD AT COLNE TOWN HALL
ON 21st FEBRUARY, 2017**

PRESENT –

Graham Wharton – Chairman (in the Chair)

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| <i>Ian Varley</i> | <i>Liberata</i> |
| <i>Mark Bateman</i> | <i>The Bookshop</i> |
| <i>Ashley Sutcliffe</i> | <i>Colne Town Council/Live Like the Boy</i> |
| <i>Paul Foxley</i> | <i>Colne Town Council/Foxley Architects</i> |
| <i>Councillor Margaret Foxley</i> | <i>Pendle Borough Council/Colne Town Council</i> |
| <i>Councillor Sarah Cockburn-Price</i> | <i>Pendle Borough Council/Colne Town Council</i> |
| <i>Pete Jagger</i> | <i>Stell's Famous Pet Store</i> |
| <i>Colin Hill</i> | <i>Colne Town Council</i> |

Also in attendance

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|-----------------------|---|
| <i>Paul Collins</i> | <i>Business Support Team Leader</i> |
| <i>Ashleigh Smith</i> | <i>Graduate, Pendle Borough Council</i> |
| <i>Jane Watson</i> | <i>Head of Democratic Services</i> |

(Apologies for absence were received from Sandra Fernandez and Frank Murray (Pendle Belles)).



1. MINUTES

AGREED

That the Minutes of the meeting held on 1st November, 2016 be approved as a correct record and signed by the Chairman.

2. MATTERS ARISING

Paul Collins reported that a new Visit Pendle website was up and running. The site needed populating and so people were encouraged to contact Mike Williams at Pendle Council with information they felt should be uploaded. The Town Council provided a list of town centre businesses to be added to the site.

3. BUSINESS IMPROVEMENT DISTRICT (BID)

The Forum was advised that the feasibility study undertaken by Chris Kolek (Kolek Consultation) had been completed. Fifty businesses across Colne had been interviewed (which varied in size/type and location) along with key stakeholders in Colne.

It was reported that 80% of businesses supported the general concept of a BID in Colne which identified the high level of interest in taking the BID process forward. Four potential BID areas were considered:

- A Town Centre
- B Wider Town Centre
- C Commercial District (including Boundary Mill)
- D Wider Commercial District (with Boundary Retail Park)

It was reported that options B and C were particularly strong and with 80% of businesses surveyed willing to pay the levy it was suggested that the BID process could proceed based on either of these two areas.

Following a decision to proceed, the next steps would be the planning and consultation stage. A steering group would need to be established to take the BID forward. The Forum was advised that the more successful BIDs elsewhere in the country were more successful if led by businesses as opposed to the local authority. Therefore, those involved would need to be committed from the outset to commit time to develop the BID. This would initially involve consulting with rate payers and promoting a 'YES' vote campaign. The initial maximum cost for this work was approximately £30k depending on the amount of work undertake, this amount could be reduced if the steering group was to undertake aspects of the BID development.

It was acknowledged that there may be a requirement for external consultants to undertake certain elements of the process. It was proposed that a report be submitted to the next meeting of the Executive on 16th March, 2017 and those present were encouraged to attend and speak on the item.

4. FORMER COLNE HEALTH CENTRE

At its meeting in December 2016 the Executive had decided to transfer the site of the former Colne Health Centre to PEARL2.

It was reported that the consultation exercise for the redevelopment of the site had ended. Disappointingly only ten responses had been received but these all supported the scheme for retail on the ground floor and residential above. There were, however, a few concerns about the design and this was being re-considered prior to the submission of a planning application.

5. VIVARY WAY, COLNE

A consultation exercise was currently being undertaken asking for suggestions for the future use of the Urban Altitude site on Vivary Way, Colne. The facility was no longer being used and the public were being asked for their views on what they thought the site should be used for. Any suggestions would have to be mindful of the possible future rail use passing through the site.

Some suggestions already made were that it should revert back to its original use as an all-weather pitch for football/hockey. Another suggestion was that it was a good location for a skate park. The Forum was reminded that all suggestions needed to be made via the link on the Council's website www.pendle.gov.uk.

6. COLNE NEIGHBOURHOOD PLAN

Councillor Cockburn-Price said that Colne Town Council was going through the process of creating a Neighbourhood Plan for Colne. This would be aligned with the Local Plan Part 2 and would help frame the policies that would be best for Colne. A meeting to discuss the proposals was scheduled for 7pm on 22nd February at Colne Town Hall. Everyone was invited to attend.

7.

EVENTS

Councillor Cockburn-Price circulated a list of events Colne Town Council had planned for the year.

It was reported that the Town Council would be organising the 28th Rhythm and Blues festival. A Festival Director, with a good reputation, had already started planning the programme and a line-up had also been worked up. Tickets were also on sale.

This year's Colne Grand Prix was scheduled for Wednesday 26th July, 2017. The day had changed to a Wednesday due to sponsorship and tv deals.

Bookings for stalls at the food festival had also been received. It was suggested that a link to these events be included on the Council's website.

The Forum was informed that there was a possibility that more Christmas lights would be installed in three areas of the town. Additional power units were also being installed which could also be used for other events. Mark Bateman said he thought that last year's Christmas light's switch on event had been very successful and had attracted an incredible number of people to the town. A visitor to his shop had been very complimentary.

An update on the recent installation of a new CCTV system was given. New cameras had been erected and the system was currently being 'soak tested'. A few problems had been identified and were being addressed. Once this had been completed retailers and traders in the town centre would be notified.

8.

PROMOTING COLNE

Reference was made to Colne's Heritage Trail and the Forum was advised that it was still available to download. The Trail had been extremely popular and print copies had run out.

There was a discussion around people's interest in older buildings in the town and where they once stood. It was suggested that a physical marker be erected to mark the corner of an old building of interest and that these be identified in the Heritage Trail. A virtual model was also suggested. The Forum was advised that the Tourism Officer had been developing an "App" and Paul Collins said he would find out what stage this was out and report back at the next meeting.

9.

ANY OTHER BUSINESS

- Concerns were expressed that the Police had not attended a meeting of the Forum for some time. It was noted that an agenda was sent to them and that they were aware of the meetings. Reference was made to an incident in Nelson Market Hall where two attendants were attached. There was a further incident the following week at Colne. The Police were called but no one followed this up. This then led to a discussion about poor communication by the Police and a perceived increase in the number of calls not returned.

AGREED

That a letter be sent to the Police expressing the concerns of the Forum regarding the lack of communication between the Police and people lodging calls, and that it be established if they would be attending future meetings or not.

- The Chairman asked for progress on the information sign that was to be erected in the town centre acknowledging the town's runner up position in the Great British High Street

Competition 2016. It had been agreed at a previous meeting that the £500 prize money be used for this purpose. Paul Collins said he would follow this up.

- Councillor Cockburn-Price gave an update on work which was currently being undertaken to bring the former Kippax Building back into use. The new owners of the site had already started to make rolling repairs to the building and work to re-surface the car park had started. The proposal was to use the premises as a base for events such as “Fright Palaces” but would also involve a number of events over the year.
- It was reported that Turners from Barrowford would be moving into the former Tubbs building on Albert Road, Colne.
- The Forum was also advised of a new Pendle wide event that was taking place on 16th March, 2017 at Training 2000 – Pendle Connects www.pendleconnect.uk. This event would take place on a quarterly basis with a different theme each time. The event would run from 8.00 a.m. until 10.00 a.m. and was an opportunity for businesses to network with each other.

10. DATE OF NEXT MEETING

AGREED

That the next meeting of the Forum be held at 5.30 p.m. on 25th April, 2017 at Colne Town Hall.

Chairman _____