

**MINUTES OF A MEETING OF THE MANAGEMENT TEAM  
HELD ON 12<sup>th</sup> JUNE, 2018**

**PRESENT:** D. Langton, P. Mousdale, N. Watson, P. Atkinson, J. Whittaker, S. Guinness, H. Culshaw and L. Ritchie

**ALSO ATTENDING:** J. Watson and S. Astin

(Apologies for absence were received from D. Walker).

**19. MINUTES**

The Minutes of the Management Team meeting held on 22<sup>nd</sup> May, 2018 were submitted.

**AGREED**

That the Minutes be approved.

**20. TIMETABLE FOR FUTURE MEETINGS AND POLICY AND RESOURCES WORK PROGRAMME**

The timetable for future meetings was submitted for consideration in conjunction with the Policy and Resources Work Programme.

**AGREED**

That items for future meetings be forward to Jane Watson. **All Management Team**

**21. ISSUES ARISING FROM LEADERSHIP GROUP**

The Chief Executive provided, for information, an update on issues discussed at the last Leadership Group meeting. Management Team were aware of a number of these issues as Lead Members had already met with them.

**22. IIP**

Management Team provided verbal updates following discussions within their Service Areas regarding the action plan which had been developed following the focus group meetings.

The second round of focus group meetings was scheduled for this week and the results would be reported to Management Team in July.

**23. POLICY AND RESOURCES COMMITTEE**

Management Team considered the agenda and reports for the Policy and Resources Committee scheduled for 24<sup>th</sup> June, 2018. A draft list of items for the July meeting was

also considered.

**AGREED**

That, subject to a number of amendments, the agenda and reports be agreed.

**All Management Team/  
Jane Watson**

**24. PLANNING FEES**

The Planning, Building Control and Licensing Services Manager submitted a report on the proposed increase in the discretionary planning fees for informal enquiries such as pre-application advice.

The basis for the fees charged had not been reviewed for some time and the report provided detail of the fees charged by other local authorities. It was noted that in comparison Pendle charged the lowest of all categories.

The proposed increase would bring Pendle in line with other Councils.

**AGREED**

- (1) That the report be noted.
- (2) That the proposed increase be included in the Income Review report to be submitted to the Policy and Resources Committee in September, 2018.

**Neil Watson/  
Susan Guinness**