

**MINUTES OF A MEETING OF THE  
POLICY AND RESOURCES COMMITTEE  
HELD ON 19<sup>th</sup> SEPTEMBER, 2019  
AT NELSON TOWN HALL**

*PRESENT –*

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

**Councillors**

*N. Ahmed  
Musawar Arshad  
D. Clegg  
M. Foxley  
P. Foxley  
A. R. Greaves (Substitute)*

*Y. Iqbal  
A. Mahmood  
Q. Shazad (Substitute)  
C. Wakeford  
D. M. Whipp*

**Also attending:**

*Councillor M. Sakib  
Councillor K. Turner*

**Officers in attendance:**

<i>Dean Langton</i>	<i>Chief Executive</i>
<i>Susan Guinness</i>	<i>Chief Financial Officer</i>
<i>Neil Watson</i>	<i>Planning, Economic Development and Regulatory Services Manager</i>
<i>Jane Watson</i>	<i>Head of Democratic Services</i>

*(Apologies for absence were received from Councillor M. Goulthorp, J. Henderson and B. Newman).*

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**73. DECLARATION OF INTERESTS**

Members were reminded of the requirements of the Member Code of Conduct concerning the declaration of interests.

**74. PUBLIC QUESTION TIME**

There were no questions from members of the public.

**75. PLANNING APPLICATIONS**

**19/0284/FUL Full: Erection of store to side of building (Use Class A1) (68 sq. m.) (part retrospective) at 60 Leeds Road, Nelson for Mr. Toqir Hussain**

At a meeting of the Nelson Committee on 2<sup>nd</sup> September, 2019 the decision to approve this application was referred as a recommendation to this Committee as the decision to approve the application would be a significant departure from policy.

**RESOLVED**

- (1) That planning permission be **granted** subject to conditions requiring the completion of the cladding to the building within three months.
- (2) That with regards to the enforcement action this be discontinued subject to there being no financial implications on the Council.

**76. UPDATE ON THE MEDIUM TERM FINANCIAL PLAN 2020/23 AND BUDGET SAVINGS OPTIONS 2020/21**

The Chief Executive submitted the updated Medium Term Financial Plan for 2020/23 along with some budget savings options for 2020/21.

The Plan identified a savings requirement of c£4.0m over the 3 year period to 2022/23 with the most immediate issue being a requirement to identify measures to deal with a budget gap of c£0.9m in 2020/21.

For 2020/21 initial savings proposals of £386k had been identified and the Committee were asked to consider these alongside the proposals in the Income Review report elsewhere on the agenda.

**RESOLVED**

- (1) That the outcome of the Spending Review 2019, which provided the financial envelope for Local Government spending for 2020/21 only be noted.
- (2) That the updated Medium Term Financial Plan which showed a forecast budget deficit for the period to 2022/23 of £4.0m be noted.
- (3) That the budget savings proposals for 2020/21 outlined in the report be recommended to Council for consideration.

**REASON**

***To seek early approval for a number of budget saving proposals in support of the requirement to save an estimated £4.0m by 2022/23. This was the projected amount of savings required as set out in the Council's Medium Term Financial Plan covering the three year period 2020/21 to 2022/23.***

**77. INCOME REVIEW  
(2020/21 BUDGET SETTING AND MEDIUM TERM FINANCIAL PLAN)**

The Chief Financial Officer submitted a report which reviewed fees and charges in advance of the 2020/21 budget process in line with the Fees and Charges Policy but equally in response to the significant financial pressures faced by the Council.

The proposed increases were estimated to generate an additional c£30k of income in the current year and c£116k for the year 2020/21. A summary of the fee proposals was set out in Appendix A attached to the report. The Committee were also asked to consider introducing charges for missed pest control appointments and meeting room hire. Increases were also proposed for cemetery charges, garden waste collection service and collection of household bulky waste.

## **RESOLVED**

- (1) That the proposed changes to fees and charges (with the exception of the proposed increase for cemetery charges) as outlined in Appendix A attached to the report, be approved.
- (2) That the proposed increase in cemetery charges be referred to the Budget Working Group for further information and comparisons with other local authorities.
- (3) That further work be undertaken to maximise the income for trade waste.
- (4) That Council be recommended to introduce charges for missed pest control appointments and subject to some further information the hire of Council meeting rooms as set out in the report.

## **REASON**

***To implement the Council's Financial Strategy, specifically in support of the 'charging' theme established as a strategy to contribute to balancing the budget within the Medium-Term Financial Plan.***

### **78. COMMUNITY INVESTMENT FUND**

It was reported for information that there was an uncommitted balance of £15,900 in the Community Investment Fund.

## **RESOLVED**

That the deadline for the allocation of the outstanding Community Investment Fund be agreed no later than the November round of Area Committees and any un-allocated funds be referred to the Policy Resources Committee at its meeting on 21<sup>st</sup> November, 2019.

## **REASON**

***To ensure the fund is allocated in a timely manner.***

### **79. PREPARATIONS FOR NO DEAL BREXIT**

The Corporate Director submitted, for information, a report on preparations for a No Deal Brexit. A letter from the Secretary of State for Housing, Communities and Local Government was attached to the report. It signified the new Government's intention to bring Brexit to a conclusion on 31<sup>st</sup> October and in doing so it was placing more onus on local authorities to be involved in No Deal preparations.

Reference was made to the Local Resilience Forum which was now meeting on a weekly basis. The Corporate Director had been designated as the Council's Brexit Lead Officer and he attended these meetings.

All local councils had been allocated funding from the Government to help address any issues such as shocks in the local economy or problems with supply chains. The Councils allocation was £51,484 but where this was to be spent had yet to be identified.

There was a lengthy discussion about a number of issues which included the possible fuel shortages and the impact this would have within Environment Services and EU residents and Settle Status.

**80. BARROWFORD NEIGHBOURHOOD DEVELOPMENT PLAN  
EXAMINERS REPORT AND REFERENDUM**

The Planning, Economic Development and Regulatory Services Manager submitted a report on progress with the Barrowford Neighbourhood Development Plan. The report highlighted modifications proposed by the Independent Examiner which needed to be made to the Plan to ensure that it met the Basic Conditions and could proceed to referendum.

**RESOLVED**

- (1) That the Independent Examiner's recommended modifications to the Barrowford Neighbourhood Development Plan, as set out in the Examiner's Report (attached to the report at Appendix 1) be accepted.
- (2) That it be agreed that the Barrowford Neighbourhood Development Plan, as modified, meets the Basic Conditions and was compatible with EU obligations and human rights legislation.
- (3) That it be agreed that the Barrowford Neighbourhood Development Plan proceed to referendum.

**REASON**

- (1) *To comply with Regulation 18 of the Neighbourhood Planning (General) Regulations 2012.*
- (2) *To comply with Regulation 18 of the Neighbourhood Planning (General) Regulations 2012 and Schedule 4B of the Town and Country Planning Act 1990 (as amended).*
- (3) *To comply with Regulation 18 of the Neighbourhood Planning (General) Regulations 2012.*

**81. TRANSFER OF SERVICES AND FACILITIES TO TOWN AND PARISH COUNCILS**

The Corporate Director submitted a report on a proposal from the County Council regarding bus shelters on the Burnley to Colne mainline. It was reported that the County Council had capital funding available to refurbish the shelters on this route and they were about to undertake a tendering exercise with a view to starting the work in the autumn. It was also understood they also had resources to cover future maintenance for 5 years. However a condition of this was that the ownership of the shelters be transferred to them.

Committee were reminded that some bus shelters had already been transferred to Town and Parish Councils but the Council was still responsible for 15 bus shelters on this mainline route in Nelson. Colne, Brierfield and Reedley Hallows had all agreed to transfer their bus shelters to the County Council and Committee were recommended to transfer the 15 shelters in Nelson to them as well.

The Committee felt that the County Council should also consider transferring the bus shelters along the Quality Bus Route in Earby and Barnoldswick.

**RESOLVED**

- (1) That the transfer of the 15 Nelson bus shelters on the Burnley to Colne mainline to the County Council be agreed.
- (2) That the Corporate Director be authorised to agree the terms of the transfer and any related matters to enable the scheme to proceed.
- (3) That the County Council also be asked to include transferring the bus shelters along the Quality Bus Route which continued through Earby and Barnoldswick.

**REASON**

***To bring about an improvement in the standard of bus shelters on the mainline from Burnley to Colne but also to include those in Earby and Barnoldswick.***

**82. COMPULSORY PURCHASE OF LONG TERM EMPTY PROPERTIES**

The Housing, Health and Engineering Services Manager submitted a report on the current position with regard to the properties highlighted for compulsory purchase across the Borough. It was noted that 33 properties had been previously approved for compulsory purchase and the current position was:

<b>Current Position</b>	<b>No of Properties</b>
CPO	2
Occupied	8
Undergoing Renovation	5
For Sale	1
Sold	2
No Change	15
<b>Total</b>	<b>33</b>

Following a review by the Empty Homes Officer of the long term empty properties where there had been no change a further 3 properties had been identified where the owners were either untraceable or had refused to carry out any works to bring these properties back into use – 24 Ruskin Avenue, Colne, 47 North Street, Colne and 24 Norfolk Street, Nelson. Some of these properties had also been highlighted by Area Committees as problem buildings.

Preliminary investigations were being carried out to a fire damaged property on Leeds Road, Nelson to determine whether compulsory purchase was a viable option.

**RESLOVED**

- (1) That the current position of properties approved for compulsory purchase be noted.
- (2) That officers begin to prepare the necessary documentation for the compulsory purchase of the following properties:

24 Ruskin Avenue, Colne

47 North Street, Colne  
24 Norfolk Street, Nelson

- (3) That further reports be submitted to this Committee to agree the compulsory purchase of the properties referred to in (2) above.

**REASON**

***To allow the effective management of long term problem properties across the Borough.***

**83. HOUSING RENEWAL POLICY  
MEANS TESTING OF DISABLED FACILITIES GRANTS**

The Housing, Health and Engineering Services Manager submitted a report seeking a revision to the Housing Renewal Policy. The proposal was to revise the Policy to incorporate the flexibility to allow more effective use of the Better Care fund by utilising discretionary powers under the Regulatory Reform Order (Housing Assistance) (England and Wales) Order 2002. The revised Policy proposed the introduction of a £10,000 (estimated cost of adaptation) threshold before the means test was applied.

**RECOMMENDATION**

That Council be recommended to agree a revision to the Housing Renewal Policy to remove the requirement for means testing of Disabled Facilities Grants below £10,000.

**REASON**

***To speed up the delivery of the DFG programme.***

**84. PETER BIRTWISTLE TRUST**

The Corporate Director submitted a report following receipt of a request to transfer the Peter Birtwistle Trust properties to a new Charitable Incorporated Organisation (CIO). The new Peter Birtwistle Trust CIO had been registered with the Charity Commission in May this year and its objectives were virtually the same as those in the 1993 Scheme referred to in the report.

The Managing Trustees wished to transfer the existing Charity's properties to the new Charity. Therefore the Council as Custodian Trustee would be required to transfer the properties to the new Charity.

**RESOLVED**

That the request be agreed.

**REASON**

***To assist with the modernisation of the Trust.***

**85. PARKS IMPROVEMENT PROGRAMME**

The Environmental Services Manager submitted a report informing Members of the Local Authority Parks Improvement Fund (LAPIF) received from the Ministry of Housing, Communities and Local Government (MHCLG). From the one off £9.7m fund Pendle had received £14,236 from the LAPIF.

As there were no parameters on what the money could be spent on the following three projects were put forward for consideration:

- |     |  |        |
|-----|--|--------|
| (a) | Treatment and painting of Marsden Park's main entrance gates and associated railings | £6,995 |
| (b) | Upgrade and improvement of the stone paths in Ball Grove Park, Colne                 | £3,172 |
| (c) | Extension of the main car park at Letcliffe Park, Barnoldswick                       | £5,845 |

It was noted that the shortfall of £1,766 to enable all three projects to go ahead could be found from a mix of existing Parks R&M revenue budgets.

**RESOLVED**

That the proposed improvements to the projects at Marsden Park, Nelson, Ball Grove, Colne and Letcliffe Park, Barnoldswick be approved.

**REASONS**

- (1) *To spend the funding provided by the MHCLG via the LAPIF.*
- (2) *Officers also deem these projects to be the most pressing and worthwhile at the current time.*

**86. PENDLE HOMELESSNESS AND ROUGH SLEEPING STRATEGY 2019-2024 AND PENDLE HOMELESSNESS TEMPORARY ACCOMMODATION POLICY 2019**

The Housing, Health and Engineering Services Manager submitted a report on the Pendle Homelessness Review 2019 which considered the levels and likely future levels of homelessness in Pendle.

This had been done as part of the Ministry of Housing, Communities and Local Government's Rough Sleeping Strategy: Delivery Plan where all local authorities were required to update their strategies and rebadge them as homelessness and rough sleeping strategies.

The Pendle Homelessness Temporary Accommodation Policy 2019 had also been reviewed.

**RESOLVED**

- (1) That the Pendle Homelessness and Rough Sleeping Strategy 2019-2024 be approved.
- (2) That the revised Pendle Homelessness Temporary Accommodation Policy 2019 be approved.

## **REASONS**

- (1) *To support MHCLG in delivering a commitment within its Rough Sleeping Strategy: Delivery Plan that all local authorities update their strategies and rebadge them as homelessness and rough sleeping strategies.***
- (2) *That the Council continues to meet its statutory duty to carry out a Homelessness Review for its district and formulate a Homelessness Strategy based on the results of that Review at least every 5 years.***
- (3) *That the Council continues to meet guidance issued by the Supreme Court in ensuring it has and keeps up to date, a policy for procuring sufficient units of temporary accommodation to meet the anticipated demand during the coming year.***

## **87. TENDERS**

The Corporate Director submitted, for information, tenders which had been received and accepted since the last meeting.

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

### **(a) Pendle Sculpture Trail**

At a meeting of the West Craven Committee on 3<sup>rd</sup> September, 2019 it was resolved “that the Policy and Resources Committee be recommended to approve the placement of new sculptures at Letcliffe Park, Barnoldswick.”

The report from the Planning, Economic Development and Regulatory Services Manager, considered by the West Craven Committee, was submitted for information.

### **RESOLVED**

That the placement of new sculptures at Letcliffe Park, Barnoldswick be approved.

### **REASON**

- (1) *In order to resolve issues relating to the trail and to allow a future to be mapped out for it.***
- (2) *To ensure that tourism was developed and the grant funding was used for the benefit of the Borough.***

### **(b) Disposal of Land at End Street, Colne**

At a meeting of the Colne and District Committee on 5<sup>th</sup> September, 2019 it was resolved “that the Policy and Resources Committee be recommended to declare the land denoted as Area ‘B’, on the plan attached to the report, surplus and to authorise the Chief Executive to negotiate and agree terms for the sale of the land for residential development by private treaty with the purchasers of the Council’s land opposite.”

The report from the Chief Executive, considered by the Colne and District Committee, was submitted for information.

**RESOLVED**

That the land denoted as Area 'B' on the plan attached to the report be declared surplus to requirements and the Chief Executive be authorised to negotiate and agree terms for the sale of the land far End Street, Colne for residential development by private treaty with the purchasers of the Council's land opposite.

**REASON**

***To secure development on this vacant site and to generate a capital receipt. Development on the site by the purchaser of the land opposite, Area 'A' would also bring economies of scale in development costs and thus generate a higher capital receipt than if offered to the market by way of tender. Its disposal would also remove any maintenance liability from the Council as land owner going forward and provide the local community with good quality affordable housing.***

Chairman \_\_\_\_\_