

**MINUTES OF A MEETING OF THE  
COLNE AND DISTRICT COMMITTEE  
HELD AT COLNE TOWN HALL  
ON 7<sup>TH</sup> MARCH 2024**

*PRESENT –*

*Councillor D. Cockburn-Price (Chair)*

**Councillors**

*S. Cockburn-Price  
D. Lord  
K. McGladdery  
A. Sutcliffe*

**Co-optees**

*M. Thomas (Colne Town Council)*

**Officers in attendance**

*Neil Watson*

*Assistant Director, Planning, Building Control and Regulatory  
Services*

*Lynne Rowland*

*Committee Administrator*

*(Apologies for absence were received from Councillors D. Albin, N. Butterworth, T. Ormerod, K. Salter and R. Bucknell (Laneshaw Bridge Parish Council), B. Hodgson (Trawden Forest Parish Council) and A. McGladdery (Colne BID).)*



*The following persons attended the meeting and spoke on the items indicated –*

<i>Tom Warren</i>	<i>23/0690/AGD Prior Approval Notification: Conversion of an agricultural building to 5 no. dwellings (Use Class C3) at Piked Edge Farm, Skipton Old Road, Colne</i>	<i>Minute No.202(a)</i>
<i>Clive Holt Ian Handley</i>	<i>23/0789/FUL Full; Change of use of land to site 4 no. holiday camping pods at Moorlands, Skipton Old Road, Foulridge</i>	<i>Minute No.202(a)</i>
<i>David Clegg</i>	<i>24/0008/FUL Full: Partial rebuilding and associated remedial works to retaining walls at the retaining wall and gardens adjacent to 4 to 10 Peter Birtwistle Close, Colne</i>	<i>Minute No.202(a)</i>

**198.**

**DECLARATION OF INTERESTS**

Members were reminded of the requirements of the Member Code of Conduct concerning the declaration of interests. The following persons declared a pecuniary interest in the item indicated –

Councillor D. Cockburn-Price  
Councillor S. Cockburn-Price

Colne Youth Action Group

Minute No.207

Councillors D. Cockburn-Price and S. Cockburn-Price had each been granted a dispensation by the Council's Monitoring Officer to speak and vote on Colne Youth Action Group (CYAG) matters.

**199. PUBLIC QUESTION TIME**

There were no questions from members of the public.

**200. MINUTES**

**RESOLVED**

That the Minutes of the meeting held on 8<sup>th</sup> February 2024 be approved as a correct record and signed by the Chair.

**201. PROGRESS REPORT**

A progress report on action arising from the last meeting was submitted for information.

**202. PLANNING APPLICATIONS**

**(a) Applications to be determined**

The Assistant Director, Planning, Building Control and Regulatory Services submitted a report of the following planning applications to be determined -

**23/0690/AGD Prior Approval Notification: Conversion of an agricultural building to 5 no. dwellings (Use Class C3) at Piked Edge Farm, Skipton Old Road, Colne for Mr Stuart Johnstone**

**RESOLVED**

That consideration of this application be **deferred** to allow for further discussions with the applicant regarding the on-site parking provision.

**23/0789/FUL Full: Change of use of land to site 4 no. holiday camping pods at Moorlands, Skipton Old Road, Foulridge for Mr and Mrs I. & D. Handley**

The Assistant Director, Planning, Building Control and Regulatory Services submitted an update which reported receipt of an amended plan which moved the parking area out of the root protection area of tree 7. The update also reported on the conclusions of an ecology report that had been undertaken, clarification on the water supply and the finishing material for the pods. The recommendation to approve the application remained the same.

*(A site visit was carried out prior to the meeting.)*

**RESOLVED**

That planning permission be **granted** subject to the following conditions –

1. The proposed development hereby permitted shall be begun before the expiration of three years from the date of this permission.

**Reason:** Required to be imposed by Section 91 of the Town and Country Planning Act 1990, as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

2. The development hereby permitted shall be carried out in accordance with the following approved plans: Proposed Site Plan TS521-1C, One bedroom pod – elevation and floor plans 23/17-04, Two bedroom pod – elevation and floor plans 23/17-06.

**Reason:** For the avoidance of doubt and in the interests of proper planning.

3. Samples of all external materials shall be submitted to the Local Planning Authority for written approval prior to commencement of work on the site. The development shall be carried out using only the agreed materials.

**Reason:** In order that the Local Planning Authority can assess the materials in the interest of the visual amenity of the area.

4. The holiday lets hereby approved shall be occupied for holiday purposes only and shall not be occupied as a person's sole or main residence. The operators of the site shall maintain an up-to-date register of the names of the occupiers of the holiday lets and of their main home addresses and shall make this information available at all reasonable times to the Local Planning Authority.

**Reason:** In order to ensure proper control of the use of the holiday unit and to prevent the establishment of permanent residency.

5. The development hereby permitted shall not be commenced until a detailed landscaping scheme has been submitted to and approved in writing by the Local Planning Authority. The scheme shall be submitted at a scale of 1:200 and shall include the following:

- a. the exact location and species of all existing trees and other planting to be retained;
- b. all proposals for new planting and turfing indicating the location, arrangement, species, sizes, specifications, numbers and planting densities;
- c. an outline specification for ground preparation;
- d. all proposed boundary treatments with supporting elevations and construction details;
- e. all proposed hard landscape elements and pavings, including layout, materials and colours;
- f. the proposed arrangements and specifications for initial establishment maintenance and long-term maintenance of all planted and/or turfed areas.

The approved scheme shall be implemented in its entirety approved form within the first planting season following the substantial completion of the development. Any tree or other planting that is lost, felled, removed, uprooted, dead, dying or diseased, or is substantially damaged within a period of five years thereafter shall be replaced with a specimen of similar species and size, during the first available planting season following the date of loss or damage.

**Reason:** To ensure that the development is adequately landscaped so as to integrate with its surroundings.

6. Prior to commencement of development, a foul and surface water drainage scheme shall be submitted to and approved in writing by the Local Planning Authority.

The drainage scheme must include:

- (i) An investigation of the hierarchy of drainage options in the National Planning Practice Guidance (or any subsequent amendment thereof). This investigation shall include evidence of an assessment of ground conditions and the potential for infiltration of surface water.
- (ii) A restricted rate of discharge of surface water agreed with the Local Planning Authority (if it is agreed that infiltration is discounted by the investigations); and
- (iii) A timetable for its implementation.
- (iv) Details of how foul and surface water will be disposed of.

The approved scheme shall also be in accordance with the Non-Statutory Technical Standards for Sustainable Drainage Systems (March 2015) or any subsequent replacement national standards.

The development hereby permitted shall be carried out only in accordance with the approved drainage scheme which shall be implemented prior to the first use of the pods and remain in place for the lifetime of the development unless otherwise agreed in writing with the Local Planning Authority.

**Reason:** To promote sustainable development, secure proper drainage and to manage the risk of flooding and pollution.

7. No development shall take place, including any works of demolition, until a construction method statement has been submitted to and approved in writing by the Local Planning Authority. The approved statement shall be adhered to throughout the construction period. It shall provide for:
- i) The parking of vehicles of site operatives and visitors
  - ii) The loading and unloading of plant and materials
  - iii) The storage of plant and materials used in constructing the development
  - iv) The erection and maintenance of security hoarding
  - v) Wheel washing facilities
  - vi) Measures to control the emission of dust and dirt during construction
  - vii) A scheme for recycling/disposing of waste resulting from demolition and construction works
  - viii) Details of working hours
  - ix) Routing of delivery vehicles to/from site – Vehicles shall access the site from Foulridge via Skipton Old Road.

**Reason:** To mitigate the impact of the construction traffic on the highway network.

8. Customers shall be advised at the point of booking that all vehicles shall access the site via Skipton Old Road from Foulridge rather than Kelbrook.

**Reason:** In the interests highway safety.

9. The access road, parking and turning areas shown on the approved drawing shall be constructed prior to the first use of the glamping pods.

**Reason:** To ensure adequate access and parking provision.

10. A secure cycle store for 6 bicycles shall be provided prior to first use of the glamping pods.

**Reason:** To support sustainable travel.

11. A sign shall be placed on Skipton Old Road, on the Kelbrook approach, to give drivers an advanced warning of the site access driveway prior to the first use of the glamping pods.

**Reason:** In the interests of highway safety.

12. The development hereby approved shall be carried out in strict accordance with the Arboricultural Impact Assessment and Method Statement, prepared by GM Consultants dated 15/01/2024 Job Ref: 1906.

**Reason:** In order to appropriately protect the trees on site.

13. The development hereby approved shall be carried out in strict accordance with the Ecological Assessment and there shall be no variation without the prior written approval of the Local Planning Authority.

**Reason:** In the interests of protected species.

14. Prior to commencement of works for the development hereby approved, full construction details of the access road layout and finishing material shall be submitted to and approved in writing by the Local Planning Authority. The access road shall subsequently be carried out in accordance with the approved details prior to first occupation of the pods and there shall be no variation from this without prior approval of the Local Planning Authority.

**Reason:** In the interests of visual amenity of the area and highway safety.

15. One month prior to the first use of the individual pods, details of the proposed outdoor lighting shall be submitted and approved in writing by the Local Planning Authority. These details shall be provided on a scale plan 1:200 and shall include the following:

- Details of the location of lighting, clearly marked on the plan including their position/height upon the building
- A specification of the type and number of lights, including their output expressed in KW/hours and candelas
- Details of whether the lighting will be intermittent or constantly lit
- The colour of the lighting including the manufacturers specification

Any lighting installed shall at all times strictly comply with the approved scheme.

**Reason:** In the interests of controlling the amount of light pollution which may be associated with the development.

## **REASON**

***Section 38 of the Planning and Compulsory Purchase Act 2004 requires that applications be determined in accordance with the development plan unless material considerations indicate otherwise. The proposed development would accord with Local Planning Policy and would be compliant with the guidance set out in the Framework. The development therefore complies with the development plan. There is a positive presumption in favour of approving the development and there are no material reasons to object to the application.***

**24/0008/FUL Full: Partial rebuilding and associated remedial works to retaining walls at the retaining wall and gardens adjacent to 4 to 10 Peter Birtwistle Close, Colne for Peter Birtwistle Trust**

*(M. Thomas (Colne Town Council) declared a non-pecuniary interest in this item which was not a disclosable pecuniary interest as defined in the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.)*

**RESOLVED**

That planning permission be **granted** subject to the following conditions –

1. The proposed development hereby permitted shall be begun before the expiration of three years from the date of this permission.

**Reason:** Required to be imposed by Section 91 of the Town and Country Planning Act 1990, as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

2. The development hereby permitted shall be carried out in accordance with the following approved plans:

Drawing No. 584/01

Drawing No. 584/03

Drawing No. 584/04

Drawing No. 584/05

Drawing No. 584/06

**Reason:** For the avoidance of doubt and in the interests of proper planning.

3. All the external materials shall be as stated on the approved plans and application form. There shall be no variation without the prior consent of the Local Planning Authority.

**Reason:** These materials are appropriate to the locality and in order to allow the Local Planning Authority to control the external appearance of the development.

4. The Construction Code of Practice, Environmental Management Plan submitted to support the planning application shall be adhered to throughout the development.

**Reason:** For highway safety.

**REASON**

***Section 38 of the Planning and Compulsory Purchase Act 2004 requires that applications be determined in accordance with the development plan unless material considerations indicate otherwise. The proposed development would accord with Local Planning Policy and would be compliant with the guidance set out in the Framework, subject to compliance with planning conditions. The development therefore complies with the development plan. There is a positive presumption in favour of approving the development and there are no material reasons to object to the application.***

**24/0010/FUL Full: Change of use from retail to a family assessment centre (Use Class C2) at 29 New Market Street, Colne for Acorn Child Services**

**RESOLVED**

That planning permission be **granted** subject to the following conditions –

1. The proposed development hereby permitted shall be begun before the expiration of three years from the date of this permission.

**Reason:** Required to be imposed by Section 91 of the Town and Country Planning Act 1990, as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

2. The development hereby permitted shall be carried out in accordance with the following approved Plans and Statements:

Drawing No. AB0112 Proposed ground and first floor plans

Drawing No. AB0112 Proposed second floor plans

Drawing No. TQRQM24008163426725

Drawing No. TQRQM24008163203049

**Reason:** For the avoidance of doubt and in the interests of proper planning.

3. Prior to first use of the premises hereby approved a secure covered cycle store for at least one bicycle shall be provided and maintained thereafter for as long as the premises are in use.

**Reason:** To ensure that the development provides the infrastructure to support sustainable forms of transport.

4. A scheme of sound insulation to protect the adjacent dwelling from noise emanating from the C2 use shall be submitted to and approved in writing by the Local Planning Authority prior to the proposed change of use taking place. The scheme of sound insulation so approved shall be retained for the lifetime of the development.

**Reason:** To prevent unreasonable noise and disturbance to neighbouring occupants in the interests of residential amenity.

**REASON**

***Section 38 of the Planning and Compulsory Purchase Act 2004 requires that applications be determined in accordance with the development plan unless material considerations indicate otherwise. The proposed development would accord with Local Planning Policy and would be compliant with the guidance set out in the Framework, subject to compliance with planning conditions. The development therefore complies with the development plan. There is a positive presumption in favour of approving the development and there are no material reasons to object to the application.***

**(b) Planning appeals**

The Assistant Director, Planning, Building Control and Regulatory Services submitted a report on planning appeals.

**203. ENFORCEMENT/UNAUTHORISED USES**

**Enforcement Action**

The Head of Legal and Democratic Services submitted a report which gave the up-to-date position on prosecutions.

A verbal update was also provided.

**204. AREA COMMITTEE BUDGET 2023/24**

The Head of Housing and Environmental Health reported that the current balance for the Committee's area committee budget for 2023/24 was £20,206.

The following new bid was submitted for consideration –

- Painting of car park barriers and bollards at Cross Skelton Street - £390

**RESOLVED**

That funding of £390 be awarded from the Committee's central area committee budget for painting of the car park barriers and bollards at Cross Skelton Street, Colne.

**REASON**

*To allocate the Committee's budget effectively.*

**205. COMMUNITY SAFETY ISSUES AND POLICE MATTERS**

Draft minutes of a meeting of the Colne and District Working Group of the Colne Community Safety Partnership held on 8<sup>th</sup> February 2024 were submitted for information.

The Chair also provided a brief update on community safety issues and police matters following his attendance at the earlier Colne Community Safety Partnership meeting.

**206. COLNE MARKET FORUM**

Draft minutes of a meeting of the Colne Market Forum held on 14<sup>th</sup> February 2024 were submitted for information.

**207. COLNE YOUTH ACTION GROUP**

*(Councillors D. Cockburn-Price and S. Cockburn-Price declared a pecuniary interest in this item but had been granted a dispensation by the Council's Monitoring Officer to speak and vote on Colne Youth Action Group matters.)*

Councillor S. Cockburn-Price, Chairman of the Trustees of Colne Youth Action Group (CYAG) had circulated an update on the work and activities of CYAG prior to the meeting.

**208. LEVELLING UP FUNDED PROJECTS**

An update on progress with the Colne Levelling Up Fund (LUF) projects was submitted for



information. The projects consisted of the Heritage Quarter (the Muni Theatre, Little Theatre, and Pendle Hippodrome) and the Colne Market site.

**209. COLNE BID**

The Committee was given a brief update on the work of Colne BID. It was noted that the BID had held its AGM and that the recent Winter Bloom Light Festival had been a big success.

**210. STREET SIGNS**

The Committee was provided with information on street nameplates that had been reported as being in need of re-paint, repair or replacement. It was noted that seven new street nameplates had been ordered for locations in Foulridge, Trawden and Colne and that there was no further funding available.

Costings for the various works had been requested by Members.

It was suggested that the street nameplate information be shared with the town and parish councils.

**RESOLVED**

That a request be made for this information, along with costings, to be submitted to the next meeting of this Committee.

**REASON**

*For further consideration.*

**211. MASTERPLAN FOR COLNE**

Members were encouraged to comment on the draft Colne Masterplan by the deadline of Monday 11<sup>th</sup> March.

The draft plan and access to the online survey could be found on the Council's website.

**212. ENVIRONMENTAL BLIGHT**

The Head of Economic Growth reported that there were no existing Environmental Blight sites in the Colne and District area.

**213. ITEMS FOR DISCUSSION**

**Former car dealership premises, North Valley Road, Colne**

It had been noted that the former car dealership premises on North Valley Road, Colne had been vacated and was currently boarded up. Members sought clarification on whether this was likely to be a long-term situation.

**RESOLVED**

That the owner be asked to advise on their intentions for the site.

**REASON**

***To ensure that the site does not become a blight.***

**214. OUTSTANDING ITEMS**

The following item had been requested by the Committee. A report/update would be submitted to a future meeting.

(a) Town Boundary Signs

It was noted that, since the last meeting of this Committee, a consultation event had been held regarding the potential wheel park at Vivary Way, Colne. An update would be submitted to a future meeting of this Committee, therefore it was agreed to add this to the list of outstanding items.

**215. EXCLUSION OF THE PUBLIC AND PRESS**

**RESOLVED**

That in pursuance of the power contained in Section 100(A)(4) of the Local Government Act, 1972 as amended, the public and press be excluded from the meeting during the next items of business when it was likely, in view of the nature of the proceedings or the business to be transacted, that there would be disclosure of exempt information which was likely to reveal the identity of an individual.

**216. OUTSTANDING ENFORCEMENTS**

The Assistant Director, Planning, Building Control and Regulatory Services submitted, for information, a report which gave the up-to-date position on outstanding enforcement cases.

A verbal update was given on a number of cases on the list and a request was made for one further case to be added.

**RESOLVED**

- (1) That file reference PLE/23/1481 be removed from the list of outstanding enforcements.
- (2) That one further case, as discussed, be added to the list of outstanding enforcements.

**REASON**

- (1) ***There is no outstanding enforcement action to be taken.***
- (2) ***To allow progress on the case to be monitored by the Committee.***

**217. PROBLEM SITES**

The Assistant Director, Planning, Building Control and Regulatory Services submitted a report on problem sites in the Colne and District area.

Members reported a further potential problem site in Laneshaw Bridge.

**RESOLVED**

That the Assistant Director, Planning, Building Control and Regulatory Services be asked to submit a report to a future meeting of this Committee on the potential problem site in Laneshaw Bridge.

**REASON**

*To assess whether the site should be added to the list of problem sites in the area.*

**218.**

**NUISANCE VEHICLES**

The Head of Policy and Commissioning submitted a report on nuisance vehicles in Colne and District.

A discussion was held on which vehicles could now be removed from the list and a further location to be added.

**RESOLVED**

- (1) That all cases resolved prior to July 2023 be removed from the list.
- (2) That one further location be investigated and added to the list where appropriate.

**REASON**

- (1) *An update on these cases is no longer required.*
- (2) *To allow progress on dealing with nuisance vehicles at this location to be monitored.*

CHAIR \_\_\_\_\_