

**MINUTES OF A MEETING
OF THE EXECUTIVE
HELD AT NELSON TOWN HALL
ON 1ST AUGUST 2024**

PRESENT –

Councillor A. Mahmood (Chair)

Councillors

*Z. Ali
D. Lord
M. Iqbal
Y. Tennant
D. Whipp
T. Whipp*

Also in attendance:

*M. Stone
A. Sutcliffe*

Officers in attendance

<i>Phillip Spurr</i>	<i>Director of Place</i>
<i>Karen Spencer</i>	<i>Director of Resources</i>
<i>David Walker</i>	<i>Assistant Director Operational Services</i>
<i>Howard Culshaw</i>	<i>Head of Legal and Democratic Services</i>
<i>Iftikhar Bokhari</i>	<i>Head of Economic Growth</i>
<i>Sarah Whitwell</i>	<i>Head of Housing and Environmental Health</i>
<i>Gemma-Louise Wells</i>	<i>Head of Finance</i>
<i>Joanne Eccles</i>	<i>Committee Administrator</i>



37. DECLARATIONS OF INTEREST

Members were reminded of the legal requirements concerning the declaration of interests.

38. PUBLIC QUESTION TIME

There were no questions from members of the public.

39. MINUTES

RESOLVED

That the Minutes of the meeting held on 17th July 2024 be approved as a correct record and signed by the Chair.

40. TOWN DEAL: PROGRAMME CAPITAL WORKS TO PENDLE WAVELENGTHS

The Director of Place submitted a report which provided an update on various works being carried out at Pendle Wavelengths. The report also requested authorisation for an extension to the

building and other improvements funded by the Town Deal. The full analysis of investment in Wavelengths over the last 12 months and the updated position on the original Town Deal proposals was contained in Appendix 1 of the report. What was proposed now was a more modest extension to Wavelengths that would still deliver the Town Deal outputs and be affordable within the available £1.7m funding. This was set out in Appendices 2 to 4.

RESOLVED

- (1) That the update on various works being carried out at Pendle Wavelengths be noted.
- (2) That the construction of an extension to Wavelengths and other improvements to be funded by the Town Deal as set out in the report be agreed.

REASONS

- (1) ***For information and to provide context for the proposed additional investment of the Town Deal funding.***
- (2) ***To allow for the Town Deal funded project to be initiated and a professional team and building contractor to be appointed in line with the Council's procurement rules, so as to ensure Town Deal funding rules could be met in terms of commitment of funds by March 2026.***

41. COLNE, EARBY AND BARNOLDSWICK MASTERPLANS

The Head of Economic Growth submitted a report on the completed Masterplans for Colne, Earby and Barnoldswick.

Members were keen to see the Masterplans used as working documents and for a process on adding to them. Funding for public realm work was considered a priority as was tackling grot spots. There was agreement that the Masterplans, once adopted, needed to be used to progress and coordinate works in association with partners, which could include LCC or Parish and Town Councils, the private sector or community organisations.

RECOMMENDATION

That Council be recommended to –

- (1) Adopt the Colne, Earby and Barnoldswick Masterplans.
- (2) Request LCC to fund elements of the public realm works in the Masterplans.
- (3) Agree the use of Compulsory Purchase Orders powers in appropriate circumstances.
- (4) Request Area Committees and Parish and Town Councils to establish Working Groups to take forward the various action plans for each Masterplan.

REASONS

- (1) ***To provide Colne, Earby and Barnoldswick with a vision for development over the coming years.***
- (2) ***To enable the Masterplans to be adopted and used as working documents.***

- (3) ***To strengthen the Council's ability to deal with problem land or buildings.***
- (4) ***To put in place a mechanism to progress delivery.***

42. UPDATE ON CEMETERY SITES EXTENSIONS

The Assistant Director Operational Services submitted a report which provided an update on the outcome of the investigative work completed at the existing cemetery sites in Earby, Salterforth, Ghyll, Barrowford and Colne to ensure sufficient burial spaces remained available at these sites.

Colne cemetery currently had 120 plots available providing 5 years of use. Barrowford had 62 plots available providing space for 5 years use. Ghyll cemetery had 50 plots available providing 8 years of space. Earby had 112 plots providing 17 years of space and Salterforth cemetery had in excess of 40 years of space left at the current recorded burial rates.

There was potential to create more burial plots at Ghyll cemetery but further investigation was required beyond the initial tests carried out costing in the region of £30,000. Potential income of over £544,860 could be achieved over the life of the cemetery based on 304 burial plots being created.

RESOLVED

- (1) That progress on all sites be noted.
- (2) That an additional funding of £30,000 be agreed in order to complete required investigations at the Ghyll cemetery site in order to confirm suitability for development as a burial site.

REASONS

- (1) ***To ensure sufficient burial space was available for future needs.***
- (2) ***To ensure Members were aware of the additional work and costs required at Ghyll cemetery before further investigations were made.***

43. REVENUE AND CAPITAL OUTTURN FOR 2023/24

The Director of Resources submitted a report on the provisional Revenue and Capital Outturn position for 2023/24.

The report provided a summary of the 2023/24 Revenue Outturn along with information in relation to budget pressures, savings and underspends, the use of reserves, slippage 2023/24 (both revenue and capital), the Capital Programme Outturn for 2023/24 along with a summary of the 2024/25 Capital Programme. A verbal update was also given on the timetable for finalising the Statement of Accounts for 2022/23 and 2023/24.

A query was raised concerning £49,882 for flood prevention works in Earby which appeared to be unfunded in the 2023/24 Capital Programme although it was believed that funding was available. The Financial Services Manager said that she would email Members with an explanation.

RESOLVED

- (1) That the provisional outturn position on the Council's Revenue Budgets for 2023/24 and the Reserve position, as set out in the report, be noted.
- (2) That the proposals for revenue budget slippage of £328,210 from 2023/24 to 2024/25 be approved.
- (3) That the outturn position on the Council's Capital Programme for 2023/24 be noted subject to the Financial Services Manager providing further information on funding for the flood prevention works in Earby.
- (4) That the proposals for capital budget slippage of £12.568m from 2023/24 to 2024/25 be approved.
- (5) That Council be recommended to approve the revised Capital Programme for 2024/25, as set out in Appendix C of the report.
- (6) That the Financial Services Manager work with the Communications Team to try to provide information on the finances of the Council for the public in a format that was easy to understand.

REASONS

- (1) ***To inform the Executive of the provisional revenue and capital outturn for 2023/24 and to approve the budget slippage for 2023/24.***
- (2) ***To comply with the Constitution of the Council.***
- (3) ***To enable the finances of the Council to be better understood.***

44. TREASURY MANAGEMENT OUTTURN 2023/24 – QUARTER 4

The Director of Resources submitted a report on the treasury management activities of the Council for the fourth quarter of 2023/24.

RESOLVED

That the Council's treasury management activities for the period 1st January to 31st March 2024 be noted and an update on the first quarter of 2024/25 be brought to the next meeting for information.

REASON

To comply with the Council's Treasury Management Policy.

45. ENVIRONMENTAL HEALTH ENFORCEMENT POLICY

The Head of Housing and Environmental Health submitted a report on the revised Enforcement Policy for Environmental Health. The revisions to the Policy updated reference to guidance, codes and standards, set out competency requirements for officers carrying Food Hygiene inspections and made enforcement outcomes clearer. The Policy also introduced changes to works in default charges, thereby removing the financial advantage otherwise granted to those who failed to comply with an enforcement notice.

RECOMMENDATION

That Council be recommended to approve the revised Environmental Health Enforcement Policy.

REASONS

- (1) ***To update the Policy to incorporate Internal Audit report recommendations.***
- (2) ***To ensure that the rules and regulations were applied consistently, fairly and there was transparency in decision making whilst upholding standards and protecting the health of the residents and visitors to the Borough.***

46. DISABLED FACILITIES GRANT POLICY

The Head of Housing and Environmental Health submitted a report on the Council's revised Disabled Facilities Grant Policy. The Policy included some innovative use of the capital funding from central Government which was accepted as good practice and ensured that the maximum number of vulnerable people received adaptations.

RECOMMENDATION

That Council be recommended to approve the revised Disabled Facilities Grant Policy.

REASONS

- (1) ***To continue to fully assist disabled people in Pendle to live independent and safe lives within their home.***
- (2) ***To speed up the delivery of Disabled Facilities Grants.***

47. FORWARD PLAN

The Executive's draft Work Programme and Forward Plan of key decisions for the four-month period commencing 1st August 2024 was submitted for information.

Chair _____