

**MINUTES OF A MEETING OF THE  
COLNE AND DISTRICT COMMITTEE  
HELD AT COLNE TOWN HALL  
ON 8<sup>TH</sup> MAY 2025**

*PRESENT –*

**Councillors**

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

**Co-optees**

*M. Thomas (Colne Town Council)  
R. Bucknell (Laneshaw Bridge Parish 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 M. Atkinson, A. Bell, N. Butterworth and R. O'Connor.)*



*The following persons attended the meeting and spoke on the items indicated. In relation to the item for discussion on the maintenance of Barrowford Road Playing Fields, the speaker was taken prior to the exclusion of public and press –*

<i>Reece Farrar</i>	<i>25/0009/ADV Advertisement Consent: Display of 2 no. non-illuminated fascia signs and 4 no. sticker vinyl and 1 no. fascia vinyl to side elevation at 1 Arcadia, Market Street, Colne</i>	<i>Minute No.9(a)</i>
<i>Steven Hartley</i>	<i>25/0079/VAR Variation of Condition: Vary Condition 1 (Plans) of 23/0724/REM (Appeal Ref: APP/E2340/W/24/3337361) at Windacre Farm, Skipton Old Road, Colne</i>	<i>Minute No.9(a)</i>
<i>Richard Thorley</i>	<i>Items for discussion – Maintenance of Barrowford Road Playing Fields</i>	<i>Minute No.23(a)</i>

**1. APPOINTMENT OF CHAIR**

**RESOLVED**

That Councillor David Cockburn-Price be appointed Chair of the Committee for the municipal year 2025/26.

*Councillor David Cockburn-Price - In the Chair*

**2. APPOINTMENT OF VICE-CHAIR**

**RESOLVED**

That Councillor Ash Sutcliffe be appointed Vice-Chair of the Committee for the municipal year 2025/26.

**3. APPOINTMENT OF CO-OPTEEES**

**RESOLVED**

That the following organisations be invited to nominate a representative to be co-opted on to this Committee for the municipal year 2025/26 –

Colne Town Council; Foulridge Parish Council; Laneshaw Bridge Parish Council; Trawden Forest Parish Council; and Colne BID.

**4. 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	Colne Youth Action Group	Minute No.16
Councillor S. Cockburn-Price		

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.

**5. PUBLIC QUESTION TIME**

There were no questions from members of the public.

**6. MINUTES**

**RESOLVED**

That the Minutes of the meeting held on 3<sup>rd</sup> April 2025 be approved as a correct record and signed by the Chair.

**7. PROGRESS REPORT**

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

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

The Vice-Chair provided a brief update following his attendance at the earlier Community Safety Partnership meeting. It was noted that there had not been any police in attendance and a discussion was held regarding the lack of a police sergeant for the Colne area.

**RESOLVED**

That the police be asked if there are any future plans for a sergeant to be allocated to the Colne Neighbourhood Team.

## 9. 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 -

**25/0009/ADV Advertisement Consent: Display of 2 no. non-illuminated fascia signs and 4 no. sticker vinyl and 1 no. fascia vinyl to side elevation at 1 Arcadia, Market Street, Colne for Mr Reece Farrar**

### RESOLVED

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

1. Notwithstanding the provision of Part 3 (Regulation 14) of the Town & Country Planning (Control of Advertisements) (England) Regulations 2007 this consent shall expire five years from the date of this consent.

**Reason:** Condition imposed by the Regulations.

2. The advertisements hereby permitted shall be displayed in accordance with the following approved plans:

- 01 Location Plan (received on 18.02.25)
- 03B Proposed Elevations (received on 13.03.25)

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

3. No advertisement is to be displayed without the permission of the owner of the site or any other person with an interest in the land entitled to grant permission.

**Reason:** Condition imposed by the Regulations.

4. No advertisement shall be sited or displayed so as to:
  - a) Endanger persons using the highway, railway, waterway, dock, harbour or aerodrome (civil or military);
  - b) Obscure, or hinder the ready interpretation of, any traffic sign, railway signal or aid to navigation by water or air; or
  - c) Hinder the operation of any device used for the purpose of security or surveillance or for measuring the speed of any vehicle

**Reason:** Condition imposed by the Regulations.

5. Any advertisement displayed, and any site used for the display of advertisement, shall be maintained in a condition that does not impair the visual amenity of the site.

**Reason:** Condition imposed by the Regulations.

6. Any structure or hoarding erected or used principally for the purpose of displaying advertisements shall be maintained in a condition that does not endanger the public

**Reason:** Condition imposed by the Regulations.

7. Where an advertisement is required under these regulations to be removed, the site shall be left in a condition that does not endanger the public or impair visual amenity

**Reason:** Condition imposed by the Regulations.

8. Any digital advertisement shall be designed so that:
- o For screens under 10m<sup>2</sup> between sunset and sunrise the intensity of the illumination of the display screen shall not exceed 600cd/m<sup>2</sup> and between sunrise and sunset the intensity of the illumination of the display screen shall not exceed 5000 cd/m<sup>2</sup>;
  - o The display screen shall be fitted with a light intensity monitoring sensor to ensure the illumination intensity is dimmable to take account of ambient light conditions and to comply with the maximum recommended lighting intensity. The advertisement will go to a blank (dark) screen in the event of a malfunction;
  - o The advertisement provides static images only for the lifetime of the development. The display screen shall not display any moving or apparently moving images, strobe or flashing light effects;
  - o The proposed change in image method for the advertisement uses a fade/dissolve process and shall not give the appearance of movement for the lifetime of the development. Any sequential change between advertisements will take place over a period no greater than one second;
  - o The advertisements displayed shall not change more frequently than once every 10 seconds. No interactive messages or messaging sequences are to be displayed. There shall be no fine grain material such as email address or telephone numbers.
  - o The illuminance levels shall be checked once every six months and adjusted if necessary to ensure that the lighting intensity remains within the permitted levels as prescribed above;
  - o The advertisement does not contain any images which may be interpreted as road signs or emit sound, smoke or odours.

**Reason:** In the interest of highway safety to avoid glare, dazzle or distraction to passing highway users.

## **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.***

**25/0035/OUT Outline (Major): Erection of 18 no. dwellings (Access Only) at land to the west of Sheridan Road, Sheridan Road, Colne for Richard Roberts (SPV 1) Ltd**

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

The Assistant Director, Planning, Building Control and Regulatory Services reported that an appeal relating to this application had been submitted on 7<sup>th</sup> May based on the non-determination in the appropriate period.

**RESOLVED**

That consideration of this application be **deferred** to allow time for the appeal to be heard.

**25/0079/VAR    Variation of Condition: Vary Condition 1 (Plans) of 23/0724/REM (Appeal Ref: APP/E2340/W/24/3337361) at Windacre Farm, Skipton Old Road, Colne for Mr I. Smith**

**RESOLVED**

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

1. The development hereby permitted shall be carried out in accordance with the following approved plans : Location Plan Drawing No. IS.261023.13, Site Plans and Sections Drawing No. IS-11-10-23-A3 and Building Details Drawing No. IS-11-10-23-B2.

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

2. Above ground works involved in the construction of the external walls of the development shall not commence unless and until samples of the external materials of the roof and walls have been submitted to an approved in writing by the local planning authority. The development shall thereafter be carried out in strict accordance with the approved samples.

**Reason:** In the interest of visual amenity.

3. Prior to first occupation of the approved dwelling the car parking and manoeuvring areas shall be constructed, laid out and surfaced in bound materials in accordance with the approved plans. The parking areas shall thereafter always remain free from obstruction and available for parking and manoeuvring purposes.

**Reason:** In the interest of 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 variation is acceptable in all relevant regards. 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.***

**25/0093/FUL    Full: Erection of a replacement garage at New Nichol House Farm, Colne Road, Trawden for Mr Shaun Bullock**

**RESOLVED**

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

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

**Reason:** Required 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: 001 A and - 002.

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

3. The sides of the proposed garage shall be constructed of timber (wood), unless otherwise agreed in writing by the Local Planning Authority.

**Reason:** To ensure the development is in keeping with the character of the conservation area and the setting of nearby listed buildings.

## **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 housing 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.

## **10. 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 discussion was held on a number of cases on the list and a verbal update provided where possible.

## **11. AREA COMMITTEE BUDGET 2024/25 AND 2025/26**

The Head of Housing and Environmental Health submitted a report which advised Members on the Committee's area committee budgets. The report included a year-end report for 2024/25 and the current commitments for 2025/26.

The Chair advised that, of the reported £2,037 remaining in the ledger for scheme 32, a further payment had since been made. Also, due to some schemes coming in under budget, a total of £1,117 could be deallocated which would leave a balance of approximately £20. The Chair also reported that the improvements to Queen Street Car Park had been completed as far as practicable, therefore the £496 remaining in the ledger for scheme 72 could be deallocated.

The report included one bid of £1,000 for the provision of litter and dog waste bins, for consideration.

Members of the Committee advised of a number of potential future bids, including further funding for the painting of bollards in Colne; the provision of a handrail on Newtown Street; and the repair/reinstatement of the roman numerals to the sundial outside Colne Library.

Members discussed the reason for repair to the sundial and felt that funding of the repair was not the responsibility of this Committee.

## **RESOLVED**

That –

- (1) £1,000 be allocated for the provision of litter and dog waste bins for the financial year 2025/26;
- (2) the following funding be deallocated and returned to the Committee's central area committee budget –
  - £1,117 from scheme 32
  - £496 from scheme 72
- (3) funding of up to £2,000 be allocated for the painting of bollards in Colne, subject to receipt of a satisfactory bid;
- (4) the Head of Economic Growth be asked to investigate ways in which the sundial outside Colne Library can be repaired at no cost to this Committee;
- (5) the Head of Policy and Commissioning be asked to provide an update, to a future meeting of this Committee, on progress with scheme 101 relating to the public art project.

## **REASON**

***To allocate the Committee's budget effectively.***

### **12. TRAFFIC LIAISON MEETING**

The minutes of the Traffic Liaison meeting held on 26<sup>th</sup> February 2025 were submitted for information.

### **13. IMPLEMENTING PLAY STREETS IN COLNE**

At a previous meeting of this Committee, Members had been given a brief outline of a Play Streets Scheme that was operating in Leeds. The Scheme was a free resident and community led initiative which enabled children to play freely and safely in the street close to home.

Further to a discussion on the matter being postponed at the last meeting of this Committee, the Director of Place submitted a report which outlined the concept of Play Streets and explored the feasibility, benefits and requirements for implementing a Play Streets Scheme in Colne.

The report provided suggested next steps, should the Committee wish to progress the idea of implementing such a scheme in Colne, the first being a community consultation.

The Committee discussed the various advantages/disadvantages and obstacles to introducing a Play Streets Scheme in Colne, with a general view that it was not something to pursue. A formal consultation was therefore not agreed by Committee however, one Member who was keen to pursue the matter volunteered to carry out an informal consultation and report back to the next meeting.

## **RESOLVED**

That this Committee does not support the introduction of a Play Streets Scheme in Colne but will consider a Member update on any informal consultation carried out if appropriate.

## **REASONS**

- (1) *Although designed to be a community led initiative, the report demonstrates that there would be a level of work, cost and responsibility to the Council.***
- (2) *The steep streets in many areas of Colne would not be suitable for such a scheme.***
- (3) *Access to green spaces and parks in the area promote the same physical activity and social interaction.***

## **14. COLNE MARKET FORUM**

The Committee was asked to consider the appointment of three Members to the Colne Market Forum for 2025/26.

## **RESOLVED**

That Councillors Sarah Cockburn-Price, Dorothy Lord and Ash Sutcliffe be appointed to the Colne Market Forum.

## **REASON**

***To maintain Council membership on the Colne Market Forum in line with the Forum's Terms of Reference.***

## **15. COLNE MARKET WORKING GROUP**

The Committee was asked to consider the appointment of two Members to the Colne Market Working Group for 2025/26.

## **RESOLVED**

That Councillors David Cockburn-Price and Ash Sutcliffe be appointed to the Colne Market Working Group.

## **REASON**

***To maintain Colne and District Committee membership on the Colne Market Working Group.***

## **16. 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.)*

An update was provided on the work of Colne Youth Action Group (CYAG). This included information on the Group's ongoing activities; funding; and volunteers. It was noted that an attempt to run a holiday club that was not funded by the Council had been unsuccessful as it had been viewed as being too expensive.

#### **17. LEVELLING UP FUNDED PROJECTS**

An update on the Market Development was submitted for information in which it was reported that a change of use planning application for the first floor had been submitted.

Members reported that they had viewed the planning application and had noted that it also included a change to the floor plan that differed from the proposals put forward. It was further noted that the plans indicated that the stalls had been allocated to existing stallholders. It was felt that this should be a decision for the market operator, who was yet to be appointed.

#### **RESOLVED**

That the Director of Place be advised of this Committee's disappointment in the content of the planning application.

#### **REASON**

*To keep the Director of Place informed of the views of this Committee.*

#### **18. COLNE BID**

It was reported that the recruitment of a new BID Manager was still ongoing.

The next event was the Food and Drink Festival which was due to take place on 26<sup>th</sup> July.

#### **19. PROVISION OF LITTER/DOG WASTE BINS**

The Assistant Director, Operational Services reported on the spend on litter/dog waste bins in Quarter 4 for the period January to March 2025.

#### **20. VACANT HOUSES**

The Head of Housing and Environmental Health submitted a report which advised on the position regarding vacant houses in Colne and District.

#### **21. OUTSTANDING ITEMS**

The following items had been requested by the Committee. Reports/updates would be submitted to a future meeting.

- (a) Land to the Rear of Red Lane, Colne
- (b) Pigeons in Colne Town Centre
- (c) Colne Cemetery Chapel

## **22. 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.

## **23. ITEMS FOR DISCUSSION**

### **(a) Maintenance of Barrowford Road Playing Fields**

Prior to the exclusion of the public and press, the Committee heard from a representative of the Barrowford Road Playing Fields Group who stated that the Barrowford Road Playing Fields were not being maintained in accordance with the obligations of the S106 agreement.

The Committee discussed the issue in detail and were advised that discussions had taken place with the party/parties concerned. Two separate courses of action were proposed by Members however, they were recommended to seek advice from the Council's Head of Legal and Democratic Services prior to agreeing on any future action.

### **RESOLVED**

That a request be made for discussions to continue with the party/parties concerned and an update be provided to a future meeting of this Committee.

### **REASON**

*In order to progress the matter and be kept updated on progress.*

## **24. 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 discussion was held on a number of cases on the list.

### **RESOLVED**

- (1) That the Assistant Director, Planning, Building Control and Regulatory Services be authorised to commence enforcement proceedings in relation to file reference PLE/24/0365 and, in the meantime, the additional issue reported in relation to the property be investigated.
- (2) That the business owner in relation to file reference PLE/25/0062, along with any other affected party, be reminded of the options available to them and the deadline for compliance.

### **REASON**

*It is the most appropriate course of action.*

**25. GARAGE SITE, LANESHAW BRIDGE**

The Assistant Director, Planning, Building Control and Regulatory Services submitted a report for consideration.

**RESOLVED**

That the site be added to the Committee's list of problem sites.

**REASON**

*To allow for future monitoring.*

**26. PROBLEM SITES**

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

**27. ENVIRONMENTAL CRIME**

The Assistant Director, Operational Services submitted a report which informed Members of the enforcement actions taken during the period between 1<sup>st</sup> January to 31<sup>st</sup> March 2025 within Colne and District and provided annual totals for 2024/25.

Members were concerned by the small number of Fixed Penalty Notices issued, as there was a clear problem with littering and dog fouling in the town.

**RESOLVED**

- (1) That the Executive -
  - (i) be advised of this Committee's concern over the small number of Fixed Penalty Notices issued in the Colne and District area in relation to the amount of littering and dog fouling offences taking place;
  - (ii) be asked to recognise that issuing Fixed Penalty Notices for such offences will act as a deterrent and therefore be further asked to take action to increase the number of Fixed Penalty Notices issued, as appropriate.
- (2) That one of the sites for which a Section 215 Notice had been served, and not complied with, be added to the Committee's list of problem sites.

**REASON**

- (1) *Littering and dog fouling continue to be a problem in the Colne and District area. An increase in the number of Fixed Penalty Notices issued would act as a deterrent.*
- (2) *To allow for the site to be monitored.*

**28. VACANT HOUSES**

Details of vacant properties were submitted for information.

The Committee discussed the content and format of the report. It was noted that the request for a regular report on vacant houses had been made following the identification, by Members, of a

large number of derelict/neglected/uninhabited properties in Colne and District, which were a blight on the area. It had since been established that some of the properties identified were occupied. It was therefore felt that the content and format of the report should be amended to include empty and occupied properties, separated out, that were a blight on the area; information on the condition of the property; a priority ranking; and a photograph of the property.

**29. NUISANCE VEHICLES**

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

CHAIR \_\_\_\_\_