

**MINUTES OF A MEETING
OF THE EXECUTIVE
HELD AT NELSON TOWN HALL
ON 17th DECEMBER, 2025**

PRESENT –

Councillor D. Whipp (Chair)

Councillors

*Z. Ali
A. Bell
M. Hanif
D. Hartley
A. Mahmood
L. Whipp*

Also in attendance:

Councillors N. Ahmed, D. Cockburn-Price, S. Cockburn-Price and A. Sutcliffe

Officers in attendance

<i>Dean Langton</i>	<i>Chief Executive</i>
<i>Phillip Spurr</i>	<i>Director of Place</i>
<i>Neil Watson</i>	<i>Assistant Director, Planning, Regulatory and Building Control</i>
<i>Iftikar Bokhari</i>	<i>Head of Economic Growth</i>
<i>Howard Culshaw</i>	<i>Head of Legal and Democratic Services</i>
<i>Sarah Whitwell</i>	<i>Head of Housing and Environmental Health</i>
<i>Paul Preston</i>	<i>Democratic Services Manager</i>



87. DECLARATIONS OF INTEREST

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

Members' attention was also drawn to the requirements of the Council's Code of Conduct relating to the disclosure of Other Registrable Interests and Non-Registrable Interests.

Councillors Z. Ali, N Ahmed, A. Mahmood and D. Whipp all declared Other Registrable Interests in Minute 95 below (Trafalgar House) as they were all Members of the Penbrook Joint Venture (JV) company and took no part in the meeting and left the room whilst this matter was considered and voted on. In the absence of the Leader and Deputy Leader of the Council, Councillor L Whipp was appointed from the remaining Executive membership to Chair the meeting for this item.

88. PUBLIC QUESTION TIME

There were no questions from members of the public.

89.

MINUTES

The minutes of the under-mentioned meeting were moved and seconded as a correct record. Before the vote was taken, Councillor D. Cockburn-Price, in reference to Minute 81, Update on the Medium-Term Financial Plan, paragraph 3, line one, queried the accuracy of the figure quoted of £3.043m for the funding deficit for 2026/29 indicating it should read £7m. The Leader of the Council responded that the figure was correct as recorded in the minutes and the Chief Executive also commented and offered to meet with Cllr D. Cockburn-Price to explain the figures following this meeting.

RESOLVED

That the Minutes of the meeting held on 20th November 2025 be approved as a correct record and signed by the Chair.

90.

PENDLE HEALTH AND WELL-BEING ACTION PLAN – ANNUAL PROGRESS REPORT

The Portfolio Holder for Health and Leisure introduced the report which provided Executive with an update on Pendle Borough Council's (PBC) annual progress in delivering the actions within the Pendle Health and Well-Being Partnership Action Plan. The report also outlined the need for strategic review on health and well-being.

Councillor D. Whipp, Leader of the Council commented on the report and appendix and about efforts to find a health provider to develop a health centre in Barnoldswick. There was also reference to physical activity and that the plan did not include the contribution PBC made to this, such as leisure and sports facilities.

Councillor M. Hanif added further updates on progress would be reported back to Executive at a future meeting in due course.

RESOLVED: That Executive -

- (1) Notes Pendle Borough Council's progress in delivering its actions within the Pendle Health and Wellbeing Action Plan;
- (2) Supports on-going partnership engagement so the Council can continue to contribute effectively to shared health priorities;
- (3) That in reviewing the Action Plan, the review takes into account a cost benefit analysis of effort/energy of PBC actions against outputs/outcomes achieved.

91. PRIDE IN PLACE IMPACT FUND

Executive (17.12.2025)

Councillor D. Whipp, Leader of the Council introduced a report which informed Executive of the Pride in Place Impact Fund, which was a new £1.5m programme of central government funding allocated to the Pendle Borough for use in 2025/26 and 2026/27.

The report sought determination from Executive for the use of this funding within Pendle. The programme consisted of 100% Capital Funding with 50% of the fund paid to the Council in 2025/26 and the other 50% in 2026/27. The fund was not ring-fenced for a particular area of the Borough, so it could be used where the local authority deemed most appropriate.

Councillors M. Hanif and N. Ahmed spoke in respect of recommendations for funding and requested a higher percentage split of the fund for Brierfield and Barrowford respectively.

Councillor A. Sutcliffe commented, welcomed and supported the areas as now outlined for this funding. He also referenced Masterplans in other areas.

The Leader of the Council responded, outlined the methodology that had been used for the split of the funding and supported the split as outlined in the table in paragraph 4:3 of the submitted report.

Councillor D. Cockburn-Price responded that recommendation 3:1 should be amended by the removal of the word "Nelson". The Leader of the Council accepted that the recommendation be amended accordingly. Councillor D. Cockburn-Price asked further questions on timescales and deadlines for spending the funding.

The Leader of the Council also added and proposed a further recommendation that Executive be requested to delegate authority to the Leader of the Council and the Deputy Leader of the Council to approve projects due to the timescales involved

RESOLVED: That Executive -

- (1) Approves that Pendle Borough Council act as the Accountable Body for the Pride in Place Impact Fund;
- (2) Allocates the Pride in Place Impact Fund to the areas as set out in this submitted report;
- (3) Agree that within the allocations as agreed at resolution (2) above, Officers develop a range of proposed projects in consultation with the stakeholders, including Area Committees and Town and Parish Councils as set out in the report; and
- (4) Delegates authority to the Leader of the Council and the Deputy Leader of the Council to approve projects.

92. PAVEMENT LICENSING POLICY

The Portfolio Holder for Strategic and Local Planning and Infrastructure introduced a report which asked Executive to agree the final PBC Pavement Licensing Policy 2025-2030 as set out at the Appendix to the report.

It was further mentioned that a six- week public consultation on the proposed policy had been undertaken with no comments received on the content of the policy itself.

The Portfolio Holder for Strategic and Local Planning and Infrastructure suggested a few further amendments to the proposed policy as now set out. In respect of paragraph 13, Tables and Chairs, that tables and chairs (remove the words “shall be of a neutral colour scheme”) and insert: “should be of a colour scheme sympathetic to the street scene in which the application is made”; and paragraph 14: Parasols/Umbrellas replacing the words “...of a uniform design or colour”, third paragraph, line 2 with the words “of a sympathetic palette”.

In respect of Paragraph 16, Barriers, sub-paragraph 2, line 2 – it was suggested that the insertion of the words “that boundaries should be required to be enclosed, where appropriate”.

The Portfolio Holder for Strategic and Local Planning and Infrastructure further commented on paragraph 20 and licenses for playing live music. The Leader of the Council suggested the insertion of a further sentence in the policy in this regard “unless an entertainment licence otherwise permits”.

Regarding paragraph 4 – Cost of licence, it was noted that the fees would be set under the Council’s Fees and Charges report at the Council meeting on 18th December, 2025.

RESOLVED:

That, subject to the incorporation of the amendments as now set out at this meeting and as detailed in the preamble to this minute in respect of Paragraphs 13,14 and 16, the Pendle Borough Council’s Pavement Licensing Policy 2025-30 (Business and Planning Act 2020) (The Levelling Up and Regeneration Act 2023) Adopted Version, be approved and adopted.

93. EMPTY HOMES STRATEGY 2025-2030

The Portfolio Holders for Housing and Customer Services & Health and Leisure Services jointly presented the report on the Empty Homes Strategy 2025-2030.

Overview and Scrutiny Committee had scrutinised and assessed the draft Empty Homes Strategy and provided the following feedback and comments/suggestions:

- It was felt that there were elements of repetition in the document and that these needed to be deleted/amended where necessary. Specific examples related to paragraphs 1.3 and 1.11; 1.7 and 1.9; and the Council Tax premiums at Sections 3 and 4.
- It was suggested that paragraph 1.13 was unnecessary and that paragraph 1.5 could be amended for better understanding.
- It was noted that the draft Strategy included housing numbers in a national and regional context and was proposed that this information be included in an appendix, rather than being included as part of the Strategy.
- Section 5, which provided information in a local context, was felt to be scene setting information that would date in the Strategy. It was therefore suggested that this could be provided at the beginning of the document as an informative introduction that could be updated annually

Executive (17.12.2025)

- It was proposed that the heading at Section 9 be amended to 'Formal intervention' only, with a subheading of 'Enforcement powers'.
- That the document be proofread, formatted and amended where necessary, prior to final publication.

Overall, Overview and Scrutiny Committee felt that the Strategy itself should consist of the information from Section 6 onwards, as Sections 1 – 5 were viewed as an introduction and scene setting information.

Overview and Scrutiny Committee had recommended that Executive be asked to note the comments of the Committee and agree to the proposed amendments.

Councillor D Cockburn-Price, who sat on the Overview and Scrutiny Committee. further commented on the Committee's recommendations.

The Leader of the Council responded to the Overview and Scrutiny recommendations, which were noted by the Executive.

RESOLVED:

That Executive approves and adopts the Empty Homes Strategy 2025-2030, as contained at Appendix 1 to the submitted report.

94. TENDER REPORT – FLEET AND MANAGED WORKSHOP

The Portfolio Holder for Housing and Customer Services introduced a report which provided Executive members with the results of the recent procurement exercise completed for the Council's liveried fleet and maintenance of owned and contract hired vehicles from 1st November 2026.

The tender received two submissions, and the successful tenderer was NRG Riverside – tender figure £1,064,352.38.

The Leader of the Council noted some of the Council's current liveried fleet was getting older, such as road sweepers and bin wagons and in need of replacement and that it would be beneficial. The Director of Place commented and responded that some of the new mechanical sweepers would now be in service in early 2026.

Councillor S. Cockburn-Price commented on the report and in particular the use of electric vehicles in the fleet.

RESOLVED:

That Executive approves the Council entering into agreement with NRG Riverside for a period of four years (48 months) with provision for a 3 years (36 month) extension.

95. TRAFALGAR HOUSE – REDEVELOPMENT PROPOSAL

Executive (17.12.2025)

(In the absence of the Leader and Deputy Leader of the Council, it was moved and seconded that Councillor Lola Whipp Chair the meeting for this item).

The Director of Place introduced the report at the request of the Chair which updated Executive on the costs and funding of the proposals for the renovation of the front portion of Trafalgar House and way forward. A verbal update on the outcome of the Nelson Town Deal Board held on 16th December, 2025 was also provided.

Councillors S. Cockburn-Price and A. Sutcliffe both spoke against the proposal. Both wanted to see the whole building retained and requested Executive support such a course of action.

The Director of Place further responded to the comments raised and outlined the rationale behind the proposals put forward for consideration by Executive and urged Members to support this proposal as a positive way forward.

RESOLVED: That Executive -

- (1) Notes the intention to undertake the redevelopment of Trafalgar House through Penbrook, the Council's Joint Venture arrangement with Brookhouse;
- (2) Acknowledges the procurement exercise being undertaken for the project on the basis of the scheme set out below.
- (3) Agrees that a further report be brought back to Executive for consideration following the completion of the procurement exercise with a view to progressing the scheme at the earliest opportunity given the deterioration of the building.

96.

FORWARD PLAN

The Executive Forward Plan published on 12th December 2025 was submitted for information.

RESOLVED

That the Executive Forward Plan and information contained therein be noted.

97.

EXCLUSION OF PRESS AND PUBLIC

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.

98. LONG-TERM EMPTY PROPERTIES TO BE CONSIDERED FOR COMPULSORY PURCHASE

Executive (17.12.2025)

The Portfolio Holders for Housing and Customer Services & Health and Leisure Services jointly presented the report.

The Leader of the Council responded to the Overview and Scrutiny recommendations, which were noted by the Executive.

RESOLVED

That the Executive agrees the recommendations as set out in paragraphs 2.2, 2.3, 2.4, and 2.5 of the submitted exempt report.

99. REFERRAL FROM WEST CRAVEN AREA COMMITTEE – PROBLEM SITES

The Leader of the Council presented a report which informed the Executive of a referral from the West Craven Area Committee regarding problem sites.

The leader of the Council spoke on a number of the problems sites as detailed in the Exempt Report.

The Head of Housing and Environmental Health responded to questions asked on problems sites detailed in the report identified and would provide an Empty Properties Options report to a future meeting.

RESOLVED

That the Executive notes the referral from the West Craven Area Committee and the comments on problem sites identified and future options.

CHAIR _____