MINUTES OF A MEETING
OF THE EXECUTIVE
HELD AT NELSON TOWN HALL
ON 19TH MARCH 2026

PRESENT –

Councillor D. Whipp (Chair)

Councillors

A. Bell
M. Hanif
D. Hartley
A. Mahmood
L. Whipp

Also in attendance:

Councillors A. Sutcliffe, D. Cockburn-Price, S. Cockburn-Price, Y. Tennant

Officers in attendance

Dean Langton	*Chief Executive*
Phillip Spurr	*Director of Place*
Karen Spencer	*Director of Resources*
Neil Watson	*Assistant Director, Planning, Building Control and Regulatory Services*
Howard Culshaw	*Head of Legal and Democratic Services*
Iftikhar Bokhari	*Head of Economic Growth*
Sarah Whitwell	*Head of Housing and Environmental Health*
Paul Preston	*Democratic Services Manager*

Public: 7
Press: None

An apology for absence was received from Councillor Z Ali.

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133. 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.

Councillor D. Whipp declared Other Registrable Interests in Minute 137 (Crisis and Resilience Fund) as the funding was from Lancashire County Council of which he was an elected member;

and Minute 138 (Legacy Fund Allocation) and Minute 147 (Pride in Place Impact Fund – Schemes Chosen) as a member of Barnoldswick Town Council.

Councillor L. Whipp declared Other Registrable Interests in Minute 138 (Legacy Fund Allocation) and Minute 147 (Pride in Place Impact Fund – Schemes Chosen) as a member of Barnoldswick Town Council.

Councillors D. Cockburn-Price and S. Cockburn-Price both declared Other Registrable Interests in Minute 138 (Legacy Fund Allocation) and Minute 147 (Pride in Place Impact Fund – Schemes Chosen) as a member of Colne Town Council. They both also declared Disclosable Pecuniary Interests as members of Colne Youth Action Group (CYAG) but had dispensations to speak in that regard.

Councillor M. Hanif declared a Disclosable Pecuniary Interest in Minute 144 below, (Renters Rights Act 2025 – Enforcement and Civil Penalties Policy) as he owned properties within the Borough of which he was a landlord. He left the meeting whist the matter was debated and voted on. He also declared Other Registrable Interests in Minute 138 (Legacy Fund Allocation) and Minute 147 (Pride in Place Impact Fund – Schemes Chosen) as a member of Brierfield Town Council.

Councillor A. Bell declared a Disclosable Pecuniary Interest in Minute 144 (Renters Rights Act 2025 – Enforcement and Civil Penalties Policy) as he rented a residential property from a Housing Association. He left the meeting whist the matter was debated and voted on. He also declared Other Registrable Interests in Minute 138 (Legacy Fund Allocation) and Minute 147 (Pride in Place Impact Fund – Schemes Chosen) as a member of Colne Town Council.

134. PUBLIC QUESTION TIME

There were two questions from members of the public.

Mr Allan Nizinkiewicz raised several issues in relation to the Tender report – development of Halifax Road Cemetery site considered at the January, 2026 meeting of the Executive (Minute 105 of the January Executive meeting refers). He referred to the Procurement Act 2023 and requested to see the tender documentation that was issued to the contractors for the cemetery project. Regarding the tender awarded to Bibas, what scope of work did this cover? He also referred to numerous watercourses on the cemetery site. He also raised issues of access and drainage.

Councillor D Whipp provided a brief verbal response to the matters raised by Mr Nizinkiewicz at the meeting.

Dean Langton, Chief Executive asked Mr Nizinkiewicz to provide full details of the issues he had raised by e-mail following this meeting so full consideration could be given to them and a more detailed response provided.

Ms Roxanne Nesca spoke on behalf of the applicant of No. 23 Woodside Terrace, Nelson (Minute 152) and asked Executive to agree to the retention and completion of works to create a raised timber deck extending on to garden tenancy land; to declare the land adjacent to No.23 Woodside Terrace surplus to requirements; and for the Executive to delegate authority to negotiate terms for the sale of the parcel of land.

135. MINUTES

The minutes of the under-mentioned meeting were moved and seconded as a correct record.

RESOLVED

That the Minutes of the meeting held on 19th February 2026 be approved as a correct record and signed by the Chair.

136. RESPONSE TO GOVERNMENT CONSULTATION (LOCAL GOVERNMENT REORGANISATION)

The Leader of the Council introduced the report.

As a background to the report, Executive was informed that Government was pursuing a policy of Local Government Reorganisation in England. Councils in Lancashire, Blackburn with Darwen and Blackpool had submitted proposals to Government for the creation of Unitary Councils in Lancashire.

In accordance with the Local Government and Public Involvement in Health Act 2007 Act, the Government was required to undertake consultation on the proposals submitted. This consultation started on 5th February 2026 and would conclude on 26th March 2026.

The Leader of the Council added that all Councils that fall within the Lancashire, Blackburn with Darwen and Blackpool invitation area were being invited to respond to the consultation.

The submitted report provided a draft consultation response from this Council. Executive considered the draft consultation response.

Councillors L. Whipp and A. Bell spoke in favour of the proposed response as set out in the report.

RESOLVED:

That Executive agrees the response to the consultation on the proposals for Local Government Reorganisation in Lancashire, Blackburn with Darwen and Blackpool as set out in Appendix A to the submitted report.

137. CRISIS AND RESILIENCE FUND (CRF)

The Leader of the Council introduced the report which updated Executive on the Crisis and Resilience Fund (CRF), its strategic importance in the context of increasing poverty in Pendle and which sought delegated authority be given to the Director of Resources, in consultation with the Leader of the Council, to make programme decisions, including the allocation and re-profiling of CRF expenditure.

Councillor D Whipp mentioned increased LPG costs, and those who relied on such fuel, alongside those who had seen increases in the cost of heating oil.

Councillor L Whipp commented on the report and expressed her personal view this was a shortsighted and not well thought out scheme and this could have been an opportunity to put climate resilience at the heart of people's energy needs.

The Chief Executive informed the Executive that CRF was a time limited revenue fund.

Dean Langton added the Index of Multiple Deprivation (IMD) information was central government information. Councillor S. Cockburn-Price requested the Chief Executive send her a link to the IMD information after the meeting.

RESOLVED: That Executive

(1) Notes the importance of the CRF in addressing poverty in Pendle, particularly in the context of the Indices of Multiple Deprivation 2025;

(2) Approves utilising Pendle's community and voluntary organisations to support delivery of CRF;

(3) Delegates authority to the Director of Resources, in consultation with the Leader of the Council, to agree 2026 - 2029 CRF programme and any future re-profiling of the CRF grant.

(4) Subject to Lancashire County Council (LCC) confirmation, approve a top slice of the CRF grant of up to 10% to be used to resource dedicated posts to administer the Programme; and

(5) For the reasons outlined in the report, agree to use £42,000 from the Fund allocation per year for a Low-Income Family Tracker (LIFT) platform, or equivalent.

(6) That the impact of increased LPG costs affecting people in the Borough be noted.

138. LEGACY FUND ALLOCATION

The Leader of the Council introduced a report which requested Executive's approval of the proposed allocation of the Shared Administration's £500k Legacy Fund, which was approved at a special budget Council meeting as part of the 2026/27 revenue budget.

Councillor D. Cockburn-Price asked several questions regarding the revenue funding. Councillor D. Whipp added it would be up to Area Committees / Parish/Town Councils to determine how they spent the Legacy Fund money allocated to them for one off legacy projects across the Borough.

RESOLVED:

(1) That Executive approves the proposed allocation of the Legacy Fund as set out in paragraphs 3.3 and 3.4 of the submitted report; and

(2) That Town and Parish Councils and Area Committees be informed the Fund is to be used for one-off projects; there should be an acknowledgement of the provision of funding; and that a "light-touch" monitoring framework be established to report on the use of the funds.

139. RESPONSE TO CONSULTATION ON SPATIAL DEVELOPMENT STRATEGY GEOGRAPHIES

The Executive Member for Strategic and Local Planning Infrastructure briefly introduced this item and the Assistant Director, Planning, Regulatory and Building Control then further outlined the salient points of the report.

As a background to the report, Executive was informed that on Thursday 12 February 2026 the Ministry of Housing, Communities and Local Government (MHCLG) issued the following strategic planning documents:

- A Written Ministerial Statement (WMS) on Sub-Regional Planning
- A consultation on the areas for producing Spatial Development Strategies (SDS); and
- A letter to Council Leaders on SDS and devolution

Spatial Development Strategies (SDS) were high-level spatial plans to support cross-boundary planning and look ahead at least 20 years. This report set out the Council's draft response to the consultation on the proposed areas for producing a SDS.

RESOLVED:

That Executive agrees that the Council submits the answers set out in Appendix 1 of the submitted report, in response to the consultation on the designation of areas for the preparation of a SDS.

140. BIODIVERSITY DUTY REPORT

The Executive Member for Strategic and Local Planning Infrastructure introduced this item.

As a background to the report, Executive was informed that the Environment Act 2021 strengthened the Biodiversity Duty requiring all public authorities in England to consider what they could do to conserve and enhance biodiversity.

Local authorities must publish a Biodiversity Duty Report which sets out how they would discharge this duty. This report must be updated at least once every 5 years following the end date of the previous reporting period. The first Biodiversity Duty Report for Pendle (Appendix 1 of the submitted report) covered the period to 1 January 2026 and had to be published by 26 March 2026.

The report follows the adoption of the First Consideration Report (Appendix 2 of the submitted report) which set out the initial actions to be taken by the Council to discharge the Biodiversity Duty.

Councillor S. Cockburn-Price welcomed the report. She referenced Gib Hill Nature Reserve and that the Gib Hill Guardians were re-doing their management plan and asked if base data could be shared with them. She also highlighted the work of the Climate Emergency Working Group (CEWG) and an objection to the Calderdale Energy Park and to write to the Secretary of State regarding the access route and destruction of peat. She also referred to the CEWG considering declaring a Pendle Biodiversity emergency and on the management plan from Parks from a Biodiversity perspective.

<u>Executive</u> (19.03.2026)

Neil Watson, Assistant Director, Planning, Building Control and Regulatory Services commented on the Calderdale Energy Park and on safeguarding Pendle's interests.

RESOLVED:

That Executive agree the content of the draft Pendle Borough Council Biodiversity Duty Report (Appendix 1 of the submitted report) and to publish it.

141. PROPOSED KEIGHLEY ROAD CONSERVATION AREA

The Executive Member for Strategic and Local Planning Infrastructure introduced this item

The following documents were appended to the report:

Appendix 1 - Keighley Road Conservation Area Appraisal
Appendix 2 - First public consultation responses.
Appendix 3 - Second Public consultation response
Appendix 4 - Proposed Boundary in First Draft

Executive was informed that Local Authorities were obliged from time to time to consider designating areas of historic importance as conservation areas. An appraisal had been undertaken of the area around Keighley Road in Colne to assess whether it merited such a designation. The appraisal report assessed that it had historical and architectural significance sufficient to warrant designating the area as a conservation area. This submitted report recommended that a new Keighley Road Conservation Area was designated. The results of the second public consultation were that there was strong overall support to designate the conservation area with 93% of respondents in favour. A further 4.47% were in favour of designation but with the removal of the area around Old Mill Drive. That would accord with the original recommendations of Growth Lancashire.

The Executive Member for Strategic and Local Planning Infrastructure informed Executive of issues with website timeouts people had encountered trying to respond to the consultation. She also referred to correspondence received from the Peter Birtwhistle Trust, which owned 47 out of 95 properties on Keighley Road. The Executive Member recommended the matter be deferred for further consultation and meeting with the Peter Birtwhistle Trust. The issue about the merits of designating the lower section of Carry Lane would also be the subject of further consideration.

Councillor A. Sutcliffe commented on problems with the website consultation timeout of people trying to respond to the online consultation.

Councillor S. Cockburn-Price added she was in favour of designating a new conservation area to be named the Keighley Road Conservation Area.

The Assistant Director, Planning, Building Control and Regulatory Services responded to questions, comments and concerns on this matter.

RESOLVED: That Executive

(1) Defer consideration of designating a new conservation area named the Keighley Road Conservation Area, which would include formally writing to all residents and to the Secretary of State.

(2) That a meeting be sought with representatives of the Peter Birtwhistle Trust.

(3) That the issue about the merits of designating the lower section of Carry Lane in the Conservation Area be also the subject of further consideration.

IN ACCORDANCE WITH THE COUNCIL'S CALL-IN PROCEDURE THE ABOVE DECISION STANDS REFERRED BACK TO THE NEXT MEETING OF THE EXECUTIVE FOR RECONSIDERATION.

142. CONSULTATION ON LOCAL TRANSPORT AUTHORITIES BECOMING RESPONSIBLE FOR TAXI LICENSING

The Executive Member for Strategic and Local Planning Infrastructure introduced this item.

The Assistant Director, Planning, Building Control and Regulatory Services further outlined the main points of this consultation to Executive.

The Government was currently consulting on proposals to centralise the administration of taxi licensing to come under the remit of the Local Transport Authority. The consultation sought views on the merits of centralising the administrative function for taxi licensing into the area of the Local Transport Authority and whether that would provide a safer and better operating footprint. There was also concern about consistency of approaches to taxi licensing policy.

The approach to taxi licensing policy of Councils follows Central Government guidance. Tightening up on that guidance and making the vetting of applicants consistent across all Councils could be addressed through amended legislation and guidance. Changing the footprint of administering the trade would not alter the current position.

It is suggested that ensuring a safe trade and better vehicle standards which were key aspects of the proposal could be best effected by having local monitoring and enforcement.

RESOLVED:

That Executive adopt the response to the consultation as set out in Appendix 1 of the submitted report.

143. A NATIONAL PLAN TO END HOMELESSNESS – IMPLICATIONS FOR PENDLE BOROUGH COUNCIL

In the absence of the Executive Member for Housing and Customer Services, the Head of Housing and Environmental Health introduced this item.

RESOLVED: That Executive

(1) Notes the publication of the Government's National Plan to End Homelessness and its strategic objectives;

(2) Supports the continued alignment of Pendle Borough Council's homelessness and housing services with the Plan's prevention led approach;

(3) Endorses on-going partnership working with statutory and voluntary sector partners in anticipation of strengthened duties to collaborate; and

(4) requests that future service planning and funding bids take account of opportunities arising from the National Plan.

144. RENTERS RIGHTS ACT 2025 – ENFORCEMENT AND CIVIL PENALTIES NOTICE

In the absence of the Executive Member for Housing and Customer Services, the Head of Housing and Environmental Health introduced this item.

Dean Langton, Chief Executive, suggested the proposed new Enforcement Policy, Civil Penalty Policy and Mandatory Licensing Conditions, to take effect from 1 May 2026, also be reviewed in 12 months' time.

RESOLVED:

(1) That Executive approves and adopts the new Enforcement Policy, Civil Penalty Policy and Mandatory Licensing Conditions, to take effect from 1 May 2026, with transitional arrangements permitting the existing policies to operate in tandem for c. six months to conclude legacy cases and to enable enforcement to continue for all other environmental Health functions

(2) That the approved and adopted new Enforcement Policy, Civil Penalty Policy and Mandatory Licensing Conditions be reviewed in 12 months' time

145. MINUTES OF THE CLIMATE EMERGENCY WORKING GROUP

Executive received the minutes of the Climate Emergency Working Group (CEWG) held on 19th January, 2026.

Councillor S. Cockburn-Price commented on the minutes and drew Executive's attention to the CEWG recommendations to Executive. She stressed the importance of writing to and lobbying central Government on Climate Change matters.

Councillor D Whipp, Leader of the Council and Councillor L. Whipp both responded to the comments and matters raised by Councillor S. Cockburn-Price.

Executive expressed the view that any recommendations from CEWG should be directed to the Executive or to Full Council as a Notice of Motion.

RESOLVED

That Executive receives the minutes of the Climate Emergency Working Group (CEWG) held on 19th January, 2026.

146. COMMUNITY SPORTS FUNDING

The Executive Member for Health and Leisure Services introduced this item.

Executive (19.03.2026)

RESOLVED

That the report be noted.

147. PRIDE IN PLACE IMPACT FUND – SCHEMES CHOSEN

The Executive Member for Economic Growth introduced this item.

Councillor D. Whipp referenced an intervention by Jonathan Hinder, MP who had asked for the scheme/process to be paused and had stated Pendle Borough Council had not been robust enough in assessing various suggestions that had been put forward. Councillor D. Whipp rebutted the comments of the MP and commended the work of PBC Officers in this matter.

Councillor D. Whipp referenced the background to the report and added the scheme was oversubscribed.

As a background to the report, The Pride in Place Impact Fund (PIPIF) was a 100% Capital programme for 2025-26 and 2026-27 announced in September 2025.

At a meeting of the December 2025 Executive it was agreed that the funding for Pendle would be allocated to the areas of Barnoldswick, Earby, Brierfield, Colne and Barrowford.

The Executive determined that Officers should develop a range of proposed projects in consultation with Area Committees and Town and Parish Councils. Delegated authority was given to the Leader and Deputy Leader to approve projects to be funded.

Throughout January, 2026, Officers met with Town and Parish Councils about projects to be funded in their area. These consultation sessions allowed area representatives to put forth projects which met the Objectives of the programme.

From this a long list of projects had been drawn up, assessed for eligibility and estimated costs determined. As a result of each area proposing project ideas beyond their available funding, projects were then prioritised using a scoring matrix. From this a short list of suitable projects in each area has been arrived at. These were presented to the Leader and Deputy Leader. This shortlist of projects was then publicised in a survey, hosted on the Council website towards the end of February, to ask for public comments.

Councillor D. Whipp suggested there was no basis to pausing the programme and there were time constraints in undertaking these projects. He added whilst £1.5m had been allocated to PBC with £750k having been received, but that Jonathan Hinder, MP was going to write to the Minister regarding the remaining £750k. The Executive was therefore faced with funding schemes within the initial funding allocation now. Councillor D Whipp had asked for a meeting with the MP. The remaining schemes could still be prepared for, but that was subject to the £750k funding being received from Central Government.

Phillip Spurr, Director of Place reported on a resolution from Colne Town Council regarding a list of alternative projects. One related to reducing the notional grant requirement or request for paving works around the War Memorial and to use the saved money to relocate the MUGA at Alkincoats Park and refurbish and reflag the seating area around Colne Town Hall where the Flagpoles were currently situated.

Councillor D. Whipp, Leader of the Council added he had asked for the two suggested Colne schemes as outlined above to be scored using the scoring matrix.

Councillor D. Cockburn-Price and Councillor S. Cockburn-Price commented on the report and Colne Town Council's resolution in this matter, and both expressed their concerns regarding the scoring matrix used. In response, Councillor D. Whipp, Leader of the Council re-iterated there had been a thorough and robust process undertaken using the scoring matrix.

Councillor A. Sutcliffe commented regarding the consultation and felt that it would be appropriate to reopen the consultation in this matter. Councillor D. Whipp, Leader of the Council responded and did not agree with Councillor Sutcliffe's views.

RESOLVED: That Executive

(1) Accepts the request from Colne Town Council for the inclusion of the proposed schemes regarding the relocation of the MUGA at Alkincoats Park and to refurbish and reflag the seating area around Colne Town Hall where the flagpoles were currently situated, both to be scored in the same manner as all other submitted schemes using the scoring matrix.

(2) That for each of the five areas (Barnoldswick; Barrowford and Western Parishes; Brierfield; Colne and Earby) approve the allocation of funding to those priority projects as assessed using the objective scoring matrix that account for 50% of each area's funding allocation.

(3) Further to Resolution (2) above, all other priority projects assessed as affordable within the overall funding available be approved (and allowed to progress any design, preparation, planning applications etc), but implementation be subject to the receipt of the remaining £750k from Government.

(4) That delegated authority be granted to the Chief Executive, in consultation with the Leader and Deputy Leader of the Council, to agree any changes to the prioritised projects list.

(5) Noting that as all the proposed schemes were oversubscribed, a further request be made to Central Government for an additional £1.5m funding.

(6) That Jonathan Hinder, MP be contacted and asked to add his support to resolution (5) above; and

(7) That a Member level meeting be sought with Jonathan Hinder, MP to discuss this matter further.

148. FOR INFORMATION – TENDERS AND OTHER CONTRACT RELATED MATTERS

Executive received a For Information report on tenders and other contract related matters.

RESOLVED

That the report be noted.

149. FORWARD PLAN

The Executive Forward Plan published on 16th March, 2026 was submitted for information.

Councillor D. Whipp commented that the Council didn't normally hold Executive meetings in April and he had now cancelled the meeting of Executive that had been scheduled for 16th April, 2026.

RESOLVED

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

150. 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 and/or in relation to exempt information relating to the financial or business affairs of any particular person (including the authority holding that information).

151. LAND AT BAMFORD STREET, NELSON

The Leader of the Council presented a report which requested Executive to accept the highest offer receive for a plot of land at Bamford Street, Nelson as detailed in the exempt report.

RESOLVED

That the Executive agrees the recommendations as set out in paragraphs 2.1 and 2.2 of the submitted exempt report.

152. LAND FRONTING 23 WOODSIDE TERRACE, NELSON

The Leader of the Council presented a report which informed the Executive of a referral from the Nelson, Brierfield and Reedley Committee regarding land fronting 23 Woodside Terrace, Nelson as set out in the exempt report.

At the meeting of the Nelson, Brierfield and Reedley Committee held on 26th February, 2026, the Nelson, Brierfield and Reedley Committee made the following recommendation to Executive:

"That the Executive refuse the request to approve the retention and completion of a raised timber deck extending on to the garden tenancy and that the Council refuse to declare the land surplus to requirements".

Councillor Y. Tennant attended the meeting and spoke in support of the Nelson, Brierfield and Reedley Committee's recommendation in this matter.

Executive (19.03.2026)

The Committee was also mindful of the comments of the public speaker Ms Roxanne Nesca who had spoken in support of the applicant of No. 23 Woodside Terrace in Public Question Time (See Minute 134 above).

RESOLVED:

That Executive, having considered the recommendation of the Nelson, Brierfield and Reedley Committee, and the speakers both in favour of and against this request, agrees the applicant's request and approve the retention and completion of a raised timber deck extending on to the garden tenancy and that the Council declare the land surplus to requirements as set out in paragraphs 2.1, 2.2, 2.3 and 2.4 of the submitted exempt report.

IN ACCORDANCE WITH THE COUNCIL'S CALL-IN PROCEDURE THE ABOVE DECISION STANDS REFERRED BACK TO THE NEXT MEETING OF THE EXECUTIVE FOR RECONSIDERATION.

CHAIR ________________________________