MINUTES OF A MEETING
OF THE EXECUTIVE
HELD AT NELSON TOWN HALL
ON 23rd JULY 2026

PRESENT –

Councillor A. Mahmood (in the Chair)

Councillors

Z. Ali
M. Ammer
M. Hanif
D. Lord

Also in attendance:

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

Officers in attendance

Dean Langton	*Chief Executive*
Phillip Spurr	*Director of Place*
Howard Culshaw	*Head of Legal and Democratic Services*
Gemma Louise Wells	*Head of Finance*
David Walker	*Assistant Director Operational Services*
Jane Watson	*Democratic Services Manager*

(Apologies for absence were received from Councillor L. Whipp).

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33. DECLARATIONS OF INTEREST

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

34. PUBLIC QUESTION TIME

There were no public questions.

35. MINUTES

RESOLVED

That the Minutes of the meetings held on 25th June 2026 be approved as a correct record and signed by the Chair.

36. CO-OPERATIVE COUNCILS' APPROACH

Following a Council resolution and recommendations from the Co-operative Councils Working Group the Executive were asked to consider the Council's approach to a Co-operative Council. This included consideration of an application to join the Co-operative Councils' Innovation Network.

Executive (23.07.2026)

The Co-operative Councils Innovation Network (CCIN) was a Special Interest Group of the Local Government Association, established to support councils to apply co-operative principles in practice. Membership provided access to peer learning, policy development, case studies and practical tools that enabled councils to adopt more collaborative, community-focused approaches to governance and service delivery.

It was acknowledged that co-operative principles were already embedded in various areas of Council activity in service and project delivery, and these were highlighted in the report. However, the Executive were asked to consider three areas of focus which would further drive the co-operative principles within the Borough:

- Develop a Pendle Co-operative Network as a sub-group of Pendle Vision Board dependant on the participation of the Board Members, engagement with the business community and their commitment to co-operative principles.
- Review the Council's Procurement Policy and Strategy to further embed social value, particularly with a focus on supporting the local economy (and in line with the Procurement Act 2023).
- Develop a Digital Advice and Guidance area on the Community Support Hub website for those residents and organisations that wished to adopt co-operative practice.

RESOLVED

(1) That the submission of an application for the Council to join the Co-operative Councils Innovation Network be approved.

(2) That the areas of Council activity, as set out in the report, where co-operative principles were already embedded in service and project delivery be noted.

(3) That further work be undertaken on the three areas identified in the report to further expand the Council's approach to co-operative practice.

(4) That the peer learning from Co-operative Councils Innovation Network membership be used to develop the above.

REASON

To provide a clear strategic commitment to co-operative principles, collaborative working and improved local economic outcomes.

37. NOTIFICATION OF PUBLIC CONSULTATION ON THE DRAFT LANCASHIRE WASTE STRATEGY 2026/2036

The Executive considered a report advising that the public consultation on the new draft Lancashire Waste Partnership Strategy, 'A Low Waste Lancashire '(2026/2036) had been released following agreement by the Leaders of Lancashire Councils and the Chief Executives of Lancashire Councils. The consultation would remain open until 9th August 2026.

The consultation covered a range of topics such as the responder's general opinion of the draft strategy and its objectives, barriers to recycling, opinion on the targets of waste reduction, recycling and landfill.

The draft strategy set out the direction for managing municipal waste across the county for the next decade taking account for the future direction of travel for Local Government Reorganisation.

It was reported that around 2,000 responses had been received to date and the ambitious targets within the draft strategy around recycling, waste reduction and landfill were acknowledged.

RESOLVED

(1) That the public consultation on the new draft Lancashire Waste Partnership Strategy ‘A Low Waste Lancashire (2026/2036) be noted.

(2) That the promotion of the Consultation be supported in order to gather views from Pendle residents and businesses on the draft strategy.

REASON

To deliver clear targets for the Council if adopted.

38. TENDERS

(a) Provision and Installation of Burial Vaults 2026/27 to 2028/29

The Council was seeking to appoint a supplier to construct and install double depth concrete burial vaults initially within the existing cemeteries at Walton Lane, Nelson and Ghyll Lane, Barnoldswick.

A tender exercise had been undertaken and as the quoted value was in excess of £100,000 the Executive were asked to agree the tender be awarded to J. Rawson & Sons.

RESOLVED

That the tender for the provision and installation of burial vaults 2026/27 to 2028/29 be awarded to J. Rawson & Sons.

REASON

To agree acceptance of tenders/offers in accordance with the Contract Procedure Rules.

(b) Pendle Leisure Centre – Swimming Pool Boiler Renewal

In February 2026 the boiler supplying Pendle Leisure Centre Swimming Pool was condemned during its annual service. Due to immediate pool closure and loss of revenue, it was not feasible to carry out a tender process, and a direct award was made.

As J. Driver Ltd., had historic knowledge of the swimming pool heating plant system and had carried out maintenance on the site for many years, they were approached to carry out the works. Two other commercial installers had been approached to check their availability, CPL Building Services and T. Clark Ltd., who had priced similar sized commercial works at both Pendle and Burnley Councils, but they were not available for a minimum of 3 or 4 weeks.

Executive (23.07.2026)

RESOLVED

That retrospectively J. Driver Ltd. be awarded the contract for the renewal of the boiler at Pendle Leisure Centre at a cost of £128,341.00.

REASON

To agree acceptance of tenders/offers in accordance with the Contract Procedure Rules.

39. IMPLICATIONS OF MARTYN'S LAW (TERRORISM – PROTECTION OF PREMISES) ACT 2025

A report was submitted following a Council resolution in July 2025 on the requirements of Martyn's Law. The report also advised that a programme of work would be undertaken to ensure the Council achieved compliance with the new law within the statutory implementation period.

Martyn's Law introduced a new statutory duty on organisations responsible for publicly accessible premises and events to prepare for, and mitigate, terrorist threats.

RESOLVED

(1) That the requirements and implications of Martyn's Law for the Council be noted.

(2) That it be noted that a full audit of Council-owned and operated premises and events would be undertaken to determine what were 'in-scope' followed by the development of a Corporate Implementation Plan to achieve compliance.

(3) That it be noted that should the development of the Corporate Implementation Plan identify a requirement for additional resources, a further report would be presented to the Executive to request the required resources.

(4) That subject to resource availability delegated authority be granted to the Director of Place, in consultation with the Portfolio Holder for Communities, Councillor Dorothy Lord, to implement necessary operational changes and governance arrangements.

(5) That the Council provides a briefing to Town and Parish Councils and Area Committees on the new legislation, including information on the Council's website to inform businesses, voluntary and community sector organisations, and the public of the requirements of the Act.

REASON

To ensure the Council meets its forthcoming statutory obligations under Martyn's Law; protects residents, visitors and staff as well as raising awareness of the Law and its implications for venue and event managers.

40. ANNUAL SAFEGUARDING UPDATE

The Executive received the annual update on the implementation of the 2025/28 Safeguarding Policy for children, young people and adults, along with the associated implementation process.

<u>Executive</u> (23.07.2026)

It was noted that training was scheduled for Members on 23rd September 2026 and a Safeguarding Communications Plan had been developed to ensure that all staff received regular reminders on their Safeguarding duties and the importance of promoting early help to prevent escalation of issues.

RESOLVED

(1) That the report be noted.

(2) That it be acknowledged that safeguarding was everyone's responsibility and that all Members commit to attending the Annual Member Safeguarding Awareness session in September 2025.

REASON

In accordance with the Council's statutory duty to safeguard children (Children Act 2004) and adults (Care Act 2014).

41. REVENUE AND CAPITAL OUTTURN REPORT 2025/26

A report on the Council's Revenue and Capital Outturn position for 2025/26 following the closure of accounts for the year was submitted for consideration.

RESOLVED

(1) That the outturn position on the Council's Revenue Budgets for 2025/26 and the Reserve position, as set out in the report be noted.

(2) That proposals for revenue budget slippage of £272k from 2025/26 to 2026/27 be approved.

(3) That the outturn position of the Council's Capital Programme for 2025/26 be noted.

(4) That proposals for capital budget slippage of £16.349m from 2025/26 to 2026/27 be approved.

REASON

To inform the Executive of the Council's outturn position for the Revenue and Capital budgets for 2025/26.

42. TREASURY MANAGEMENT OUTTURN REPORT 2025/26

A report on performance of the Council's Treasury Management function for the 2025/26 financial year was submitted for consideration.

RESOLVED

That the outturn position of the Council's treasury management activities for 2025/26 (attached to the report at Appendix A) be noted in compliance with the Council's Treasury Management Policy.

Executive (23.07.2026)

REASON

To inform the Executive of the Council's Treasury Management outturn position for 2025/26.

43. IRRECOVERABLE DEBTS

The Executive considered a report on the recommended write-off of debts relating to Council Tax, National Non-Domestic Rates and overpayments of Housing Benefit.

RESOLVED

That the sums of £25,974.11 in respect of Housing Benefit overpayments, £1,163,877.67 in respect of Council Tax liability and £290,245.25 in respect of National Non-Domestic Rate liability be written off as irrecoverable. In addition, £137,309.87 in respect of court costs associated with the Council Tax and National Non-Domestic Rate write-offs also be written off.

REASON

The prudential and considered writing off of bad debts was an essential requirement for the efficient management of the debt recovery functions.

44. CLIMATE EMERGENCY WORKING GROUP

Minutes of a meeting of the Climate Emergency Working Group held on 15th June 2026 were submitted for information.

45. FORWARD PLAN

The Executive's draft Work Programme and Forward Plan of key decisions for the four-month period commencing 1st July 2026 was submitted for information.

Chair ____