

## **Minutes of Community Services Committee**

Meeting Date: Tuesday, 13 March 2012, starting at 6.30pm  
Present: Councillor R J Thompson (Chairman)

Councillors:

S Brunskill	L Rimmer
S Carefoot	M Robinson
J Hill	R Swarbrick
G Mirfin	G Scott
R Newmark	J White

In attendance: Director of Community Services, Head of Engineering Services, Head of Culture and Leisure Services, Head of Financial Services and Waste Management Officer.

### 759 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillors J E Alcock, R Bennett and A M Knox.

### 760 MINUTES

The minutes of the meeting held on 10 January 2012 were approved as a correct record and signed by the Chairman.

### 761 DECLARATIONS OF INTEREST

Councillor R Swarbrick declared an interest in Agenda Item 7 – Proposed Closure of Longridge Gym.

### 762 PUBLIC PARTICIPATION

There was no public participation.

### 763 REFERENCES FROM OVERVIEW AND SCRUTINY COMMITTEE

There were no references from Overview and Scrutiny Committee.

### 764 RECREATIONAL/CULTURE/SPORTS AND ARTS GRANT

The Director of Community Services submitted a report presenting the recommendations of the Working Group in relation to the allocation of grants under individual sporting excellence, individual arts excellence and recreation/culture. He reminded Committee that these grants were given to assist talented young people in their chosen sport or performing art and to provide voluntary organizations with support for events/projects that enhance recreation and cultural provision.

He informed Committee that the Working Group had met to consider the applications received and make recommendations to Committee. He informed Committee that there were two applications that the Working Group considered to be too large-scale for support through this fund so should be considered through the LSP's Village Amenities Fund. He also reported that four late applications had been received that would need determining. With regard to the arts excellence grants he reported that there had not been sufficient time to give due consideration to these and asked that the decision be delegated to the Chairman in consultation with the Working Group.

RESOLVED: That Committee

1. note the contents of the report; and
2. endorse the recommendations of the Working Group as outlined in Appendix 1 and 2 with the addition of:
  - Ribble Valley Jazz and Blues Festival - £600;
  - Newton Village Hall - £1,750;
  - Mellor Parish Council - £150;
  - Sabden Parish Council - £300 guarantee against loss.
3. a reserve of £1,500 be kept aside for Jubilee Celebrations; and
4. the allocation of arts excellence grants be delegated to the Director of Community Services in consultation with the Chairman of Committee and the Working Group.

(Councillor Swarbrick declared an interest in the item of business and left the meeting.)

765

#### PROPOSED CLOSURE OF LONGRIDGE GYM

The Director of Community Services submitted a report informing Committee of the developments in respect of the planned closure of Longridge Gym. He reminded Committee that the decision had been made at Policy and Finance Committee on 22 November 2011 to close the gym facility at Longridge Civic Hall as from the 31 March 2012 and that the future of these facilities would revert to the conditions that apply to the main Civic Hall building. Measures had been taken to contact all those on the current membership database to inform them that the gym would no longer be available and to end any direct debit contracts with members.

However it was understood that LSEC may want to extend their role of community provision by making the gym area available for fitness activity but that this was dependent upon the extent to which it was possible for them to broaden their volunteer base and make conversions to enable access and usage of the area without the need for any staffing presence.

He informed Committee that the gym equipment was owned outright by Ribble Valley Borough Council and asked Committee if they felt it would be appropriate to either gift or loan this to LSEC should they decide to continue with a gym facility in Longridge.

The Director of Community Services informed Committee that in order to avoid expenditure being incurred at the gym after its closure, notice had been given on various contracts including hand-dryers and water dispensers, electricity, business rates and sewerage charges, gas charges, the cleaning company, telephone lines, television licence, performing rights licence and credit card terminal contract.

Committee discussed the closure of the gym and felt that it was important that if there was chance of continuing with a similar facility by LSEC that they should be encouraged in every way possible including the gifting of the gym equipment but that this should be at their own risk, and without liability to the Council for any future maintenance.

RESOLVED: That Committee

1. note the contents of the report;
2. gift the Council owned fitness equipment to LSEC in the current location for the purposes of meeting community need.

(Councillor Swarbrick returned to the meeting.)

766 BOWLAND ARTS FESTIVAL

The Director of Community Services submitted a report asking Committee to endorse our involvement in the Bowland Arts Festival as accountable body for the external funding secured on behalf of partners to deliver the festival. He informed committee that the Bowland Arts is a collection of local authorities, artists and the Forest of Bowland AONB who come together to facilitate the Bowland Arts Festival. The Council has been involved in the festival for several years and the role of accountable body has been shared amongst the partners since the festival began. He informed Committee that taking on the role of accountable body, commits the Council to “generally taking responsibility for the legal and financial management of any funding given to a particular project. The accountable body will receive all funding and is therefore responsible for putting in place an audit trail, overseeing contract management with suppliers and ensuring the project has sufficient cash flow”.

He informed Committee that a Memorandum of Understanding would be produced for all partners to sign outlining their commitment and a clear decision-making process.

RESOLVED: That Committee

1. note the contents of the report and endorse the Council’s involvement in the festival; and

2. agree to the Council acting as accountable body.

767

#### MANAGEMENT ARRANGEMENTS AT CLITHEROE CASTLE MUSEUM

The Director of Community Services submitted a report asking Committee to consider proposed changes to the operation of the museum. As part of the initial budget reviews Committee had been asked to explore possible efficiencies within management arrangements at the Museum and as such a range of meetings had been held with Lancashire Museum Service to identify how savings could be achieved and what effect they would have on the service. Following a number of draft proposals LMS had now proposed the following:

- Opening Hours – a reduction of opening hours during the summer from 11am to 5pm to 12 noon to 5pm and a move from 7 days to 5 days opening during the winter (between November to February). This would achieve a saving of £7,790.
- Budget Saving – a reduction of operational costs to include training, display maintenance and marketing. This would achieve a saving of £6,300.
- Income Generation – identify new activities and events to generate additional income. This would achieve a saving of £2,500.

The Director of Community Services felt that these proposals should be welcomed as they had taken a balanced approach across all budget heads and not just relied on reduced opening hours. The café operator was also aware of these proposals and felt that they could also accommodate the new arrangements.

RESOLVED: That Committee note the contents of the report and endorse the proposed changes to the arrangements at the Museum.

768

#### DUNSOP BRIDGE CAR PARK

The Director of Community Services submitted a report updating Committee on the progress in establishing the pay and display car park at Dunsop Bridge. He reported that although some progress has been made towards confirming an acceptable Lease, the details were still awaited and as such whilst the design and limited on-site preparation works for the surfacing of the car park had been undertaken, further works had been suspended until an acceptable Lease had been completed. The effect of this was that the works would not be finished until May 2012 which would result in slippage in the Capital Programme expenditure.

He informed Committee that the surveyors acting on behalf of the Duchy Estate had instructed the Estate Solicitors to proceed with the formation of a 20 year Lease based on previously agreed heads of terms and that as soon as this was completed the rest of the works would be completed.

RESOLVED: That the report be noted.

769

#### GALLERY/TOURIST INFORMATION CENTRE MERGER

The Director of Community Services submitted a report informing Committee of the decision to move the Tourist Information Centre from the Council Offices to the Platform Gallery as part of the package of measures agreed by the Council's Policy and Finance Committee in order to generate the savings required to provide a balanced budget for 2012/13.

He informed Committee that staff from both facilities had been meeting on a regular basis to discuss the practical issues associated with the merger which included:

- roles/responsibilities;
- staffing structures;
- space allocation; and
- accommodation issues.

It was hoped that the physical works to the building would begin at the end of March and last for approximately 4 weeks allowing the new facility to become operational in early May.

RESOLVED: That the report be noted.

770

#### CAPITAL PROGRAMME 2012/13

The Director of Resources submitted a report informing Committee of the new schemes which had been approved for inclusion in the Capital Programme for this Committee for the forthcoming financial year 2012/13. He informed Committee that there were six schemes that had been approved for the 2012/13 financial year totalling £406,080. This included £185,080 of budget that had been moved from 2011/12 to 2012/13.

RESOLVED: That the report be noted.

771

#### GENERAL REPORT OF THE DIRECTOR OF COMMUNITY SERVICES

The Director of Community Services submitted a report informing Committee of the progress on various issues falling under this Committee's remit. These included the flood risk reduction works at Badger Wells Water, Sabden and May Terrace surface water culvert, Billington, healthy lifestyles and the continuation of the Community Sports Facilitator post.

RESOLVED: That the report be noted.

772

#### EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That by virtue of the fact that the following item of business be exempt information under Category 1 of Schedule 12A of the Local Government Act 1972 the press and public be now excluded from the meeting.

## WASTE PAPER AND CARDBOARD COLLECTION ARRANGEMENTS

The Director of Community Services submitted a report updating Committee on how discussions were progressing with the County Council on how waste paper and cardboard is dealt with in the future and seeking Committee's approval on the extension of the existing collection arrangements pending the outcome of these discussions. He reminded Committee of the background to the issue of the kerbside collection of waste paper that had been undertaken by a private waste paper company since April 2001 and the issues surrounding the request from the Lancashire County Council that they have exclusive rights for all our collected waste streams including paper and cardboard which Ribble Valley Borough Council have disputed. Discussions were continuing between leading Members and Chief Officers of the County Council and Ribble Valley Borough Council and as yet the Borough Council had not received any official notice or objection to the current recycling arrangements which the County Council have claimed legislation allows them to serve on a collection authority.

The Director of Community Services informed committee that he had written to Lancashire County Council advising them that it was the Borough Council's intention to continue with the current waste paper and card collection arrangements until matters had been resolved. As a result of this the proposal was to extend the existing contract with Viridor Waste Management Ltd for a further six months to allow for a resolution of the disagreement with Lancashire County Council regarding the obligations of each authority.

The Director of Community Services outlined the options that officers had considered for dealing with paper and card from the 1 April 2012 and the financial, political and reputational consequences of each.

RESOLVED: That Committee

1. note the report;
2. agree to an exemption from contract procedure rules (CPR5) and extend the waste paper and card collection service contract by six months with an option of a further extension of an additional six months pending the outcome of the discussions with the County Council; and
3. instruct Officers to report back to this Committee on the outcome of the discussions with Lancashire County Council.

The meeting closed at 8.02pm.

If you have any queries on these minutes please contact John Heap (414461).