

Minutes of Community Services Committee

Meeting Date: Tuesday, 13 October 2015, starting at 6.30pm
Present: Councillor R J Thompson (Chairman)

Councillors:

J E Alcock	M French
R Bennett	R Newmark
A Brown	G Scott
S Carefoot	R Swarbrick
P Dobson	N Walsh
P Elms	J White

In attendance: Director of Community Services, Head of Engineering, Head of Culture and Leisure Services and Senior Accountant.

Also in attendance: Councillors M Fenton, J Holgate and A Knox.

324 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillors S Hind and M Robinson.

325 MINUTES

The minutes of the meeting held on 1 September 2015 were approved as a correct record and signed by the Chairman.

326 DECLARATIONS OF INTEREST

There were no declarations of interest at the meeting.

327 PUBLIC PARTICIPATION

The Chairman welcomed Daniel Williams, President of Clitheroe Chamber of Trade and Commercial, and Julie Whalley of Lancashire Bites to speak on the item relating to the Christmas Festival event in the Clitheroe Castle grounds.

328 CHRISTMAS FESTIVAL EVENT IN CLITHEROE CASTLE GROUNDS

The Director of Community Services submitted a report outlining a request that had been submitted to hold a music and market event on the Castle field over 5 days in December this year. The request received involved the festival setting up from 30 November and actually open from 2 December until 6 December; derigging to be off the field on 8 December. The event would consist of food and some craft stalls plus a beer tent and a space for music and an ice rink. It was hoped by the organiser that 8,000 people would attend across the 5 days and it would be open until 10pm each day. The area would be fenced to allow an entrance fee to be charged. The hirer would need to apply for their own premises licence to enable them to stage the event which would cover the sale of alcohol.

The central location and the impact on local residents was the most significant issue arising from staging the event as there would be implications for local residents and users of the Castle. Despite recent press articles publicising the event, it had not yet been considered by the Ribble Valley Safety Advisory Group nor had the licence application been applied for.

Councillor Holgate and Councillor A Knox were given permission to speak on this item.

Councillors expressed some concern about the event having a negative impact on the businesses in the town centre with particular reference to the number and type of stalls. It was pointed out to committee that the timing of the event clashed with a major event in Whalley as well as the featured Christmas weekend in Clitheroe town centre.

RESOLVED: That Committee refuses the application from Lancashire Bites to stage the Christmas festival event in the Clitheroe Castle grounds from 2 to 6 December 2015.

329 OPEN SPACES AND DEVELOPER CONTRIBUTIONS TO OFF-SITE PROVISION OF LEISURE AND RECREATION FACILITIES

The Director of Community Services submitted a report updating Committee on the Council's position with respect to negotiations with developers about contributions towards off-site sports and leisure activity related to the provision of open space and sports facilities/playing pitches. The report asked Committee to agree to the assessment of facility needs and calculation of contribution framework being formally adopted in future negotiations with developers. The Open Space Working Group had been tasked with seeking to establish the Council's position on the nature and scale of financial contributions towards the likely impacts on the areas of open space and sports facilities arising from emerging residential development proposals. Contributions may be sought through the application of Policies within the Ribble Valley Core Strategy DPD within Key Statement DMI1 – Planning Obligations. This sets out the borough's priorities in seeking such contributions which include open space matters. In order to set out a transparent basis for arriving at a calculation which might reasonably be applied to developers, it had been necessary to set out an evidence base comprising currently provision and the likely future needs and impacts that are related to future planned development in the borough. This was set out for Members.

The Director of Community Services reminded Committee that the borough had already permitted a significant proportion of the housing allocation in the core plan which meant that there isn't a lot of opportunity left to seek new contributions. The implementation of a structured calculation framework represented a standardised approach towards drawing down a fixed contribution which will go towards the priority of facility needs as it becomes possible to fund them. It would also avoid situations where developers have proposed new or improved facilities through direct discussions with local community residents but which are in discord to the identified needs for that area as contained in the borough plan. The contributions would be sought through the current Section

106 regime on development proposals made after the date of the adoption of the contributions paper.

RESOLVED: That Committee

1. approve the content of the assessment of facility needs and calculation framework document and agreed to this being utilized to guide negotiations with developers in the production of Section 106 Agreements relating to future developments; and
2. recommend that this report be referred to Planning and Development Committee for approval at the next cycle of meetings in November.

330 CAR PARK GENERAL REPORT

The Director of Community Services submitted a report updating Members on the current situations with several car parks in the borough. The Borough Council manage 17 car parks throughout the borough, some of them are owned outright and others are leased to the Council. All the leased car parks are on a pay and display basis except for the car park at Downham.

The Director of Community Services informed Committee that the 7 year lease for the car park in Chipping had ended in March 2015 at a cost of £700 per year. Following negotiation both parties were in agreement with signing a new lease for the sum of £900 per year.

The lease for the Downham car park had also ended in March 2015 and negotiations had been taking place to agree a way forward as this car park was not on a pay and display basis and had cost the Council £4,343 to maintain in 2014/15. The owners of the car park have indicated that they do not want pay and display as this may discourage visitors from using the car park and subsequently park elsewhere in the village. The car park is in a good state of repair except for the entrance road which would be made good in the near future.

Councillors felt that further negotiation was required with regard to this particular car park to try and arrive at an acceptable position for both parties.

In order to support the retail sector and the local economy, the Council has again offered free parking in town centre car parks for Clitheroe and Longridge on the run up to Christmas.

RESOLVED: That Committee

1. note the resigning of the lease for Chipping car park at the new rate;
2. approve the work to the entrance to the car park at Downham but defer not renewing the lease for further negotiation until the next meeting of Committee in January 2016;
3. continue to allow free short-stay parking on the Saturdays leading up to Christmas in Clitheroe and Longridge on 12 and 19 December and 2 January; and

4. continue to investigate areas for new parking through the Car Park Working Group.

331 REVIEW OF FEES AND CHARGES

The Director of Resources submitted a report seeking Committee's approval on proposals to increase this Committee's fees and charges with effect from 1 April 2016. These proposals were the first stage in the review of this Committee's budget for the forthcoming 2016/17 financial year. The Council's latest budget forecast allows for a 1.5% increase in the level of income raised from fees and charges and this review aims to increase budgeted income for 2016/17 by this amount as a minimum. After applying this percentage increase proposed charges have generally been rounded up or down to minimise any problems with small change which inevitably impacts on the individual percentage rise for each separate charge. The current budgeted income to be received from fees and charges which are set by this Committee is £767,710. A 1.5% increase on this total would therefore generate £11,516. The income from trade refuse fees and charges had been excluded from these figures.

Discussions had been held between budget holders and financial services to enable the budget holder to propose a set of fees and charges for their services. The proposed set of fees and charges was set out for Committee's information.

RESOLVED: That Committee approve the charges as set out in Annex 1 to the report for implementation with effect from 1 April 2016.

332 CAPITAL PROGRAMME REVIEW AND NEW BIDS

The Director of Resources submitted a report recommending the proposed future three year Capital Programme 2016/17 to 2018/19 for this Committee. The Heads of Service had been asked to review the programme of provisionally approved schemes for 2016/17 and 2017/8 and suggest any amendments that were required. This review had identified three schemes to be deleted from the Capital Programme and the value of 10 schemes to be changed. This would reduce the programme by £34,500 and increase the programme by £38,000 respectively.

Heads of Service has also been asked to put forward new bids for the 2018/19 Capital Programme. 17 bids totalling £1,441,800 had been received. It was noted that other Committees would also be receiving similar reports for the new scheme bids and that they would all be finally considered alongside each other by the Budget Working Group and the Policy and Finance Committee against the limited financial resources that are available to finance the Capital Programme.

RESOLVED: That Committee

1. Approve the future 3 year programme for 2016/17 to 2018/19 as outlined in the report; and
2. recommend to Policy and Finance Committee a future 3 year capital programme for this Committee's services to include the additional bids.

333 CAPITAL MONITORING 2015/16

The Director of Resources submitted a report for Committee's information relating to the progress of the approved Community Committee Capital Programme for the period April to August 2015. At the end of August 2015, 66.6% of the annual Capital Programme for this Committee had been spent or committed. The main areas of underspend were highlighted for Committee's information.

RESOLVED: That the report be noted.

334 REVENUE MONITORING 2015/16

The Director of Resources submitted a report for Committee's information on the position for the period April to end of August 2015 for the Revenue Budget as far as this Committee was concerned. A comparison between actual expenditure and the original estimate for the period was highlighted.

RESOLVED: That the report be noted.

335 GENERAL REPORT OF THE DIRECTOR OF COMMUNITY SERVICES

The Director of Community Services submitted a report updating Committee on developments in waste management, the current position of the Clitheroe Castle Live event and a roundup of activities at the Platform Gallery and Visitor Information Centre.

Councillor A Knox was given permission to speak on this item.

RESOLVED: That the report be noted.

336 REPORTS OF REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from representatives on outside bodies.

337 EXCLUSION OF PRESS AND PUBLIC

That by virtue of the fact that the following item of business be exempt information under Category 3 of Schedule 12A of the Local Government Act 1972 the press and public be now excluded from the meeting.

338 PROPOSAL FOR CLITHEROE FOOD FESTIVAL 2016

The Director of Community Services submitted a report asking Committee to consider the Council's involvement and support for the 2016 Clitheroe Food Festival and the proposal received from the Clitheroe Festival of Food Ltd. He outlined the Council's involvement in the 2015 Food Festival as an invaluable contribution to the promotion of the area as a tourist destination and also in our role in economic development.

He then went on to outline the proposal received from Clitheroe Festival of Food Ltd for 2016 which was to be staged on 13 August. The proposals included for the future growth of the festival being incremental; the 2016 event being for one day; a similar split in roles between the Council and the Clitheroe Festival of Food Ltd and a request that Lancashire Bites be re-engaged for next year's food festival on a similar arrangement to 2014. He reminded Committee that this would require a waiving of the Council's contract procedure rules (Standing Order 29) in order to appoint Lancashire Bites. He reminded them that this arrangement had been made for the past several years.

RESOLVED: That Committee

1. agree to the Council again being the main lead for the 2016 Food Festival;
2. agree to re-engage Lancashire Bites for the 2016 Food Festival on the basis requested by the Food Festival company; and
3. agree to waive Standing Orders and appoint Lancashire Bites for the 2016 Festival at a fee of up to £9,000 to include marketing and that negotiation on the contract terms be delegated to the Director of Community Services in consultation with the Chairman for any additional payments above that figure up to £11,000.

The meeting closed at 7.35pm.

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