

## Minutes of Community Services Committee

Meeting Date: Tuesday, 11 October 2016, starting at 6.30pm  
Present: Councillor R J Thompson (Chairman)

Councillors:

J E Alcock	R Newmark
R Bennett	M Robinson
A Brown	G Scott
S Carefoot	R Swarbrick
P Dobson	N Walsh
S Hind	J White
G Mirfin	

In attendance: Director of Community Services, Head of Engineering Services, Head of Cultural and Leisure Services, Senior Accountant, Waste Management Officer.

Also in attendance: Councillor M Fenton.

### 276 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillor S Knox.

### 277 MINUTES

The minutes of the meeting held on 23 August 2016 were approved as a correct record and signed by the Chairman.

Comments were made in relation to Minutes 168 and 169, and the Director of Community Services informed Committee that he would convey their thanks to the staff at Ribblesdale Pool with regard to Minute 168.

### 278 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

There were no pecuniary and non-pecuniary declarations of interest.

### 279 PUBLIC PARTICIPATION

There was no public participation.

### 280 PLATFORM GALLERY AND VISITOR INFORMATION CENTRE SUMMER SUNDAY OPENING 2017/18

The Director of Community Services submitted a report informing Committee of the impact of Summer Sunday opening at the Platform Gallery and Visitor Information Centre and to request a decision as to whether to continue with the opening in 2017/18 based upon the information provided. The report outlined the summary of Sunday visits and income and the feedback received from staff.

Members felt it was important to convey the right message to the other shops and commercial outlets in town by continuing to have the Gallery and Visitor Information Centre open during the summer period on a Sunday.

RESOLVED: That Committee agrees to the opening of the Platform Gallery and Visitor Information Centre on Sundays during the summer of 2017.

## 281 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 2017. These proposals were the first stage in the review of this Committee's budget for the forthcoming 2017/18 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 2017/18 by this amount as a minimum. After applying this percentage increase proposed charges have generally been rounded up or down to the nearest 10p 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 £774,500 excluding trade waste income.

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.

The proposal for trade refuse charges was circulated for Committee's information. This had not been included in the report as a significant element of the charge relates to the recovery of disposal costs levied by Lancashire County Council and their proposals had only just been received.

The report also gave various options with regard to proposed increased charges for car parking where the suggested fees and charges were based on an increase in charges rounded to the nearest 10p.

There was some discussion around the charges made for car parks.

RESOLVED: That Committee approve the level of fees and charges to be levied for this Committee for 2017/18 as outlined in the report at Annex 1 with the addition of the trade refuse charges as circulated.

## 282 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 manages 16 car parks throughout the borough some of them owned outright and others are leased to the Council.

He made reference to Peel Street Car Park where an agreement had been made with Lidl to purchase this car park and reported that although progress was slow, it was continuing.

With regard to the Pay by Phone Scheme, the report outlined the use over the various car parks in the borough. With regard to the Railway View Car Park he

reported that the recent works on Railway View Avenue had an effect on the car park reducing income considerably. Contact will be made with Balfour Beatty and LCC with regard to claims for the loss.

Once again Committee were requested to consider the offer of free parking in town centre car parks on Saturdays during December in Clitheroe and Longridge. The proposal was to allow free parking on 3, 10, 17 and 24 December. Members requested that appropriate signs be erected asking people to be considerate of others and respect time limits on this offer.

The Director of Community Services reported that the Car Park Working Group are continuing to investigate options regarding provision of car parks in Clitheroe along with other associated issues.

RESOLVED: That Committee

1. note the information relating to Peel Street Car Park, Railway View Avenue Car Park and the Pay by Phone Scheme;
2. agree to allow free town centre parking on the 4 Saturdays leading up to Christmas as in previous years with appropriate signage; and
3. continue to investigate areas for new parking through the Car Park Working Group.

283 REDEVELOPMENT OF RIBBLESDALE POOL CHANGING ROOMS AND RECEPTION

The Director of Community Services submitted a report outlining the work planned for Ribblesdale Pool which would require the closure of the facility to complete and consider the offer of funding from Sport England. The report brought Committee up to date with the progression of the scheme to redevelop the Ribblesdale Pool Changing Rooms and Reception. It was acknowledged that closure and loss of service for a period would undoubtedly impact on the range on people who use the pool and the project plan aims to keep the closure to an absolute minimum. Tenders were being sought to provide options with as shorter closure period if possible but it was currently envisaged that the facility would be closed from 19 December to the middle of March 2017. Alternatives had been investigated with regard to the use of a portable structure to enable some pool use during the works but this had proved a very costly option and it was felt inappropriate, in particular because of the temperature differentials between the pool hall and any temporary building, would provide a very poor quality of service for potential users, with concerns about customer safety as well.

Clubs had been informed of the proposed work and the impact it would have on their sessions and Council officers were trying to source some training time for them at alternative venues.

Capital funding for the scheme comprises of £150k from Sport England and £59k from Ribble Valley Borough Council. The Sport England offer would like to a number of performance indicators being achieved relating to increasing participation.

RESOLVED: That Committee

1. notes the progress being made on the refurbishment and an approve the facility closure to allow the work to be completed; and
2. formally accepts the offer of £150k grant from Sport England and authorises the Director of Community Services on behalf of the Council to enter into and execute the Deed with the associated conditions to ensure receipt of the funding.

284 PROPOSAL FOR CLITHEROE FOOD FESTIVAL 2017

The Director of Community Services submitted a report asking Members to consider the Council's involvement and support for the 2017 Clitheroe Food Festival and the proposal received from the Clitheroe Festival of Food Ltd.

He reported that the 2016 Festival had again been a successful event, both financially and in attendances of both visitors and exhibitors. The current forecast showed an outturn surplus which would be set aside in an earmarked reserve to help fund the festival in future years.

The report detailed the Council's involvement in the 2016 Food Festival which had been more significant than in previous years as Lancashire Bites had not been able to act as the event co-ordinator for 2016.

Officers had now been approached by Clitheroe Festival of Food Ltd with proposals for a Summer Festival 2017 to be staged on 12 August. The proposals included:

- future growth of the festival based on adding value to the day and not growing the size of the event;
- a one day event;
- a similar split in roles between the Council and the Clitheroe Festival of Food Ltd, with the principal role of the latter being the generation of sponsorship for the festival;
- the siting of the festival to continue as previously on the assumption that the market redevelopment would not begin prior to next year's festival taking place.

There was support for the Clitheroe Food Festival from Members of the Committee who felt it was an excellent event that helped promote the whole of the Ribble Valley.

RESOLVED: That Committee agree to the Council being event organiser for the 2017 Clitheroe Food Festival.

285 PREPARATION FOR REFUSE AND RECYCLING COLLECTION SERVICES FROM 2018 (REPORT NO 2)

The Director of Community Services submitted a report for Committee's information on the implications for the current refuse and recycling collection services following the withdrawal by Lancashire County Council of Cost Sharing payments from April 2018 when over £430,000 would be lost. This is the second

report of a proposed series of preliminary reports that would be presented to this Committee, each one focussing on a range of options available to this authority that may in part mitigate this loss of income culminating in options to be considered by Members next August. This particular report outlined options available for dealing with mixed paper and cardboard.

He advised Committee that waste collection authorities have a duty under Regulation 13 of the Waste (England and Wales) Regulations 2011 (Amended 2012) to collect waste paper, metal, plastic and glass separately. The development of the waste technology parks resulted in the claim of exclusivity by Lancashire County Council for all our collected waste streams with arrangements for this material to be bulk transferred from our waste transfer station to their treatment facilities. These arrangements did not include paper and cardboard as our waste transfer station was only designed to accommodate residual/general waste, garden waste and comingled dry cyclate.

Prior to entering into the Cost Sharing agreement this authority was responsible for sourcing a market for the sale of paper and cardboard collected kerbside. Whilst we retained the income for the material the County Council paid us a lower rate of recycling credit payment. The payment conditions changed by entering into the Cost Sharing agreement as the total income received from the sale of the material is deducted from the annual Cost Sharing payment.

The report went on to outline options for dealing with mixed paper and cardboard which included:

- to continue with the dedicated collection service and continue to pay the County Council;
- to continue with the dedicated collection service and retain income from the sale of the material;
- to continue to with the dedicated collection service but change frequency of collection;
- to integrate separate paper collection into three stream collection arrangements using split body collection vehicles;
- to cease the separate collection of paper and card.

Although the report demonstrated savings or the generation of income it would be unlikely to address the financial problem arising with the withdrawal of Cost Sharing payments in 2018 although it did indicate that this was one measure that could help to bridge the funding gap.

RESOLVED: That the report be noted.

286 CAPITAL MONITORING 2016/17

The Director of Resources submitted a report for Committee's information on the progress of the approved Community Committee 2016/17 Capital Programme for the period to the end of August 2016. At the end of August 2016 £132,531 had been spent or committed which equated to 35.4% of the annual capital programme for this Committee. The report outlined the main reasons for the underspend and the full year budget to date.

RESOLVED: That the report be noted.

287 REVENUE MONITORING 2016/17

The Director of Resources submitted a report informing Committee of the position for the period April to August 2016 of this year's revenue budget as far as this Committee was concerned. The report outlined by cost centre a comparison between actual expenditure and the original estimate for the period to the end of August 2016. The main variances were highlighted along with the budget holder's comments.

RESOLVED: That the report be noted.

288 GENERAL REPORT OF THE DIRECTOR OF COMMUNITY SERVICES

The Director of Community Services submitted a report updating Committee on the latest exhibition at the Platform Gallery and feedback on the Sports Development Summer Activities Programme.

RESOLVED: That the report be noted.

289 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from Representatives on Outside Bodies.

290 EXCLUSION OF PRESS AND PUBLIC

That by virtue of the following report being exempt information under Category 3 of Schedule 12A of the Local Government Act 1972, the press and public be now excluded from the meeting.

291 CAR PARKING WORKING GROUP

The Director of Community Services gave a verbal update on the work being carried out by the Car Park Working Group with regard to investigating new parking areas specifically around Clitheroe. He referred to various sites that were being investigated at the current time.

He also informed Committee that he had approached Lancashire County Council for the Borough Council to take on the provision of on-street parking enforcement but they had declined the offer.

The next meeting of the Car Park Working Group had been set for later in the month.

RESOLVED: That the report be noted.

The meeting closed at 7.38pm.

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