

Minutes of Meeting of the Council

Meeting Date: Tuesday, 9 July 2019, starting at 6.30pm
Present: Councillor S Brunskill (Chairman)

Councillors:

J E Alcock	S A Hirst
S Atkinson	B Holden
A Austin	S Hore
R Bennett	A Humphreys
D Berryman	A M Knox
S Bibby	S Knox
D Birtwhistle	G Mirfin
A Brown	R Newmark
I Brown	D O'Rourke
R Buller	S O'Rourke
S Carefoot	D Peat
J Clark	S Rainford
L Edge	M Robinson
R J Elms	J Rogerson
S Fletcher	J Schumann
M French	G Scott
J Hill	R E Sherras
B Hilton	R J Thompson
M Hindle	N C Walsh

In attendance: Chief Executive, Director of Community Services, Director of Economic Development and Planning, Head of Legal and Democratic Services.

124 PRAYERS

Councillor Stuart Hirst opened the meeting with prayers.

125 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillor R Baxter.

126 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

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

127 PUBLIC PARTICIPATION

There was no public participation.

128 COUNCIL MINUTES

The minutes of the Council meeting held on 30 April 2019 and the Annual Meeting held on 14 May 2019 were approved as a correct record and signed by the Chairman.

129 MAYORAL COMMUNICATIONS

The Mayor reported on a wide range of events that she had attended since taking up this position at the Annual Meeting.

130 LEADER'S REPORT

The Leader informed Council that it was a privilege to serve in this position and as such his priorities for the Council were to manage the finances, improve infrastructure and retain the independence of Ribble Valley Borough Council.

He referred to Ribble Valley Borough Council leading on the Business Rate Pilot Scheme; being appointed as Deputy Chair on Lancashire District Leaders' Group and joining the Board of the Lancashire Economic Partnership.

He informed Council of recent positive actions taken by the Council that included the purchase of 2 houses in Longridge; a one-off grant towards the 280 bus; the pursuing improved rail connections and a meeting with the Police about resources for Ribble Valley.

Disappointing outcomes were the appeal decision on Henthorn Road, Clitheroe and the unsuccessful expression of interest in the High Street Fund.

Finally, the Leader informed Council of an event to look forward to in 2020 was the Duke of Lancaster Regiment exercising their freedom in March in the Borough on 28 April 2020.

131 LEADER'S QUESTION TIME

The Leader of the Opposition, Councillor Allan Knox asked the Leader how much money Pendle Borough Council was giving to subsidise the 280 bus.

The Leader thanked Councillor Knox for his question and confirmed that the latest information he had was that Pendle Borough Council had not contributed to the 280 bus.

Councillor Knox's supplementary comment was to ask the Leader to encourage Pendle Borough Council to make a contribution to this service.

Next Councillor Knox asked for statistics on the percentage of household waste sent for reuse, recycling and composting in the Ribble Valley over each of the last five years compared with the national mean and national maximum for English district councils.

The Leader reported upon the statistics which basically outlined that this figure had reduced for Ribble Valley Borough Council by 6.7% over five years from 2013/14 to 2017/18. Councillor Knox suggested that we should be doing more to increase the recycling rates. The Leader had requested officers to present a report to Community Committee on this subject.

Finally Councillor Knox asked for an update on the plight of the Hen Harrier in the Forest of Bowland. The Leader reported that Hen Harrier chicks had hatched in June this year for the second year running in Bowland the RSPB staff and volunteers had been monitoring them closely ever since.

Conservationists were now hoping that this positive step towards a second successful breeding season on the Bowland estate indicated its re-establishment as a Hen Harrier stronghold.

132 CHANGES TO COMMITTEE ARRANGEMENTS AND OUTSIDE BODIES

The Chief Executive submitted a report informing Committee that as the Accounts and Audit Committee was the main scrutinising Committee of the Council, it was good practice for the Leader and Deputy Leader not to be Members of it. This meant that adjustments needed to be made to the Memberships agreed at the Annual Council meeting in May 2019.

The Leader proposed that himself and the Deputy Leader, Councillor Simon Hore, be replaced by Councillors Mark Hindle and Angeline Humphreys on the Accounts and Audit Committee and that Councillor Hore would take Councillor Humphreys place on Parish Council Liaison and he would take Councillor Hindle's place on Personnel Committee.

The proposal was seconded and a vote was taken.

RESOLVED: That the changes suggested by the Leader be approved.

133 COMMITTEE MINUTES

(i) Community Committee – 28 May 2019

RESOLVED: That the minutes of the above meeting be received.

(ii) Planning and Development Committee – 30 May 2019

RESOLVED: That the minutes of the above meeting be received.

(iii) Licensing Sub-Committee – 4 June 2019

RESOLVED: That the minutes of the above meeting be received.

(iv) Licensing Committee – 4 June 2019

RESOLVED: That the minutes of the above meeting be received.

(v) Health and Housing Committee – 6 June 2019

RESOLVED: That the minutes of the above meeting be received.

(vi) Personnel Committee – 12 June 2019

RESOLVED: That the minutes of the above meeting be received.

(vii) Economic Development Committee – 13 June 2019

RESOLVED: That the minutes of the above meeting be received.

(viii) Policy and Finance Committee – 18 June 2019

RESOLVED: That the minutes of the above meeting be received.

(ix) Parish Council Liaison Committee – 20 June 2019

RESOLVED: That the minutes of the above meeting be received.

(x) Planning and Development Committee – 27 June 2019

RESOLVED: That the minutes of the above meeting be received.

134 NOTICE OF MOTION

A Notice of Motion was proposed by Councillor Stephen Atkinson:

“That this Council objects to the creation of a Pennine Lancashire Unitary Authority and firmly believes the residents of Ribble Valley are best served by an improved two tier system of local government in Lancashire.”

The Notice of Motion was seconded by Councillor Simon Hore and was then debated.

RESOLVED: The following Notice of Motion be carried:

“That this Council objects to the creation of a Pennine Lancashire Unitary Authority and firmly believes the residents of Ribble Valley are best served by an improved two tier system of local government in Lancashire.”

The meeting closed at 7.35pm.

If you have any queries on these minutes please contact Marshal Scott (414400).

Minutes of Accounts & Audit Committee

Meeting Date: Wednesday, 24 July 2019, starting at 6.00pm
Present: Councillor R Bennett (Chairman)

Councillors:

I Brown	M Hindle (6.10pm)
B Buller	R Newmark
L Edge	D Peat
S Fletcher	R Sherras
J Hill	

In attendance: Chief Executive, Director of Resources, Head of Financial Services, Head of Legal and Democratic Services, Sophia Iqbal – Engagement Manager (Grant Thornton) and B Dearing – Independent Person.

Also in attendance: Councillors J Alcock, A Austin, D Berryman, S Bibby, A Brown, J Clark, A Knox, G Mirfin, S O'Rourke, R Thompson, N Walsh.

135 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillor A Humphreys.

136 MINUTES

The minutes of the meeting held on 10 April 2019 were approved as a correct record and signed by the Chairman.

137 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

In relation to Agenda item 14, Councillor D Peat declared that he was Chair of the Conservative Association.

138 PUBLIC PARTICIPATION

There was no public participation.

139 BRIEFING ON THE WORK OF ACCOUNTS AND AUDIT COMMITTEE

The Director of Resources circulated the Terms of Reference for this Committee and also a guide produced by CIPFA – Practical Guidance for Audit Committees 2018.

She informed Members that this Committee was created in June 2006 when it was first recognised that there was an important role for Audit Committees in Councils.

She explained that Audit Committees are a key component of an authority's governance framework. Their function is to provide an independent and high-level focus on the audit, assurance and reporting arrangements that underpin good governance and financial standards.

The purpose of an Audit Committee is to provide to those charged with governance independent assurance on the adequacy of our risk management framework, our internal control environment and the integrity of our financial reporting and annual governance process.

She added that it is important that there is a strong chairmanship which is independent of both the executive and the scrutiny functions (in our case this would include the Leader and Deputy Leader and other Committee Chairman). It is important that the Audit Committee is stand-alone and reports to Full Council.

The Head of Legal and Democratic Services gave a brief resume of how standards and governance came to be under this Committee's Terms of Reference following the Localism Act in 2011.

Sophia Iqbal, the Engagement Manager from Grant Thornton, introduced herself and informed Members of the types of report she submits to this Committee.

140

LOCAL CODE OF CORPORATE GOVERNANCE

The Director of Resources asked Committee to consider the revised Local Code of Corporate Governance. The Code is a public statement that sets out the way the Council will meet its commitments to demonstrate that it has necessary corporate governance arrangements in place to perform effectively.

The Local Code of Corporate Governance is reviewed and approved annually by this Committee and is the Council's forward-looking statement of how the governance culture of the organisation will be driven. Within the framework there are 7 core principles that look to steer the application of good governance in everything that Members and staff undertake by highlighting how their work on behalf of the Council will be approached.

There were no further changes to the Local Code of Corporate Governance that was currently in place at this time.

Committee considered the Code and it was highlighted that staff training was imperative as well as succession planning.

RESOLVED: That Committee approve the Local Code of Corporate Governance as outlined in the report.

141

ANNUAL GOVERNANCE STATEMENT FOR 2018/19

The Director of Resources sought Committee's approval of the Annual Governance Statement 2018/19. All Councils are required to prepare an Annual Governance Statement each year in accordance with the "Delivering Good Governance in Local Government Framework" and to publish the extent to which they comply with their own Local Code of Corporate Governance. This includes how we have monitored the effectiveness of our governance arrangements in the previous financial year and detailed any planned changes in the coming year.

A detailed exercise had been undertaken in the annual review of the Council's governance arrangements which reflects on the Council's Code of Corporate Governance and how it actually performed. In reviewing how the Council and its

staff and Members have acted over the period of review, evidence is also gathered to support the conclusion reached.

There were a number of actions recommended in the 2017/18 Annual Governance Review and progress with these was detailed in the report with regard to:

- Peer Challenge review;
- Refuse vehicle maintenance costs; and
- Communications Strategy.

A number of actions were also reported as part of the 2018/19 Annual Governance Review, some of which were to continue from the previous year.

It was recognised that progress had been made with the Peer Challenge review but that the outstanding recommendations needed to be addressed. This would be done and an update report would be taken to Policy and Finance Committee.

With regard to refuse vehicle maintenance costs, an improvement had been made on past years and work continued to review the associated budgets. A Communications Strategy had been formulated and Policy and Finance Committee had approved the document.

A new issue to be addressed in light of the considerable disruption to Council business over the last 18 months was a review of the Members' Code of Conduct and the process for dealing with complaints.

The Annual Governance Statement had been reviewed and considered by the Council's Corporate Management Team and would be monitored during the year and also reviewed at the time of next year's Annual Review. The Annual Governance Statement would be published alongside the Council's Statement of Accounts and was currently on the Council's website in draft form which would be updated once approved.

A request was made that the progress on the Peer Challenge review be reported differently so that it was easier to follow.

RESOLVED: That Committee approve the Annual Governance Statement 2018/19 as outlined in the report.

142 AUDIT FINDINGS REPORT

Sophia Iqbal submitted a report on behalf of Grant Thornton which outlined the audit findings and key matters arising from the audit of the Council's financial statements for the year ending 31 March 2019.

She informed Committee that Grant Thornton anticipated providing an unqualified opinion on the financial statements and that there were no significant issues to be brought to Committee's attention.

The key message arising from the audit of the Council's financial statements was that there were appropriate arrangements in place for the in-year reporting and monitoring of the financial position of the Council.

She reported that as auditors, they were required to obtain sufficient appropriate audit evidence about the appropriateness of management's use of the going concern assumption in the preparation and presentation of the financial statements and to conclude whether there is a material uncertainty about the entity's ability to continue as a going concern. With regard to this she reported that there was no anticipated impact on their audit opinion and their proposed opinion would remain unmodified in respect of going concern.

The report went on to outline significant audit risks that were not specific to Ribble Valley as well as significant audit risks that were specific to Ribble Valley that had not identified any issues.

The report went on to raise a new issue that had been identified at the time of the audit with regard to the potential impact of the McCloud judgement on the pension liability.

Whilst Grant Thornton were of the view that there were indications that a liability was probable, they were satisfied that there was not a risk of material error as a result of this issue and were in agreement with management's view that the impact of the ruling was not material for Ribble Valley Borough Council and that it would be considered for future years' actual valuations.

With regard to the value for money conclusion based on the work performed to address the significant risks, Grant Thornton concluded that the Council had appropriate arrangements in place for the in-year reporting and monitoring of the financial position of the Council.

RESOLVED: The Chairman thanked Grant Thornton for this report.

143 LETTER OF REPRESENTATION

The Director of Resources submitted a report which included the Letter of Representation that Grant Thornton had required to be signed before they could sign off the accounts. The letter sets out assurances from the Council to Grant Thornton that relevant accounting standards had been complied with and gave further assurances that the Council had disclosed information where to withhold it would undermine the accuracy and reliability of the Statement of Accounts. The letter had been slightly amended to include a paragraph regarding the McCloud judgement regarding pension liabilities.

RESOLVED: That Committee approve the Director of Resources signing the Letter of Representation for 2018/19 on behalf of the Council as circulated at the meeting.

144 APPROVAL OF AUDITED STATEMENT OF ACCOUNTS 2018/19

The Director of Resources submitted a report asking Committee to formally approve the Statement of Accounts for 2018/19 following completion of the audit.

The Head of Financial Services reminded Committee of Members' role in approval of the Statement of Accounts following the conclusion of the audit that was to demonstrate their ownership of the statements, their confidence in the

Director of Resources and the process by which accounting records are maintained and the statements prepared.

This year the main areas from the Code that had impacted on the Council had been:

- IFRS9 financial instruments – this had replaced the IAS39 financial instruments: recognition and measurement. The changes made on transition had no impact on the balance sheet values;
- IFRS15 revenue from contracts with customers – this standard introduced new methodology for determining when income from providing goods and services was to be recognised in the comprehensive income and expenditure statement. This had had no impact on the financial statements.

The Head of Financial Services went on to outline the general fund outturn position for 2018/19, along with the general fund balances, earmarked reserves, business rates, collection fund and balance sheet. He again highlighted that for this Council by being part of the Lancashire Business Rates Pool in 2018/19 had been able to retain a net levy of £653,088 for this Council.

He briefly appraised Members of the McCloud ruling with regard to the Local Government Pension Scheme, explaining the lateness of this ruling and that no adjustments had been made to the accounts in this respect following discussion with Grant Thornton due to materiality.

The final outturn of a deficit of £62,000 means that we have taken £8,000 more from general fund balances than was estimated when the revised estimates were prepared. The final position showed that the Council had added £1,527,417 to earmarked reserves for revenue purposes. For capital purposes £802,772 had been used to fund the capital programme; that meant the overall net movement was £724,645 added to earmarked reserves. The Head of Financial Services made several references to the pages in the Statement of Accounts so that Committee understood how it was presented.

Councillor Berryman was given permission to speak on this item and asked questions with regard to the disabled facilities grants and a replacement vehicle under the capital programme slippage.

The Chairman thanked the Head of Financial Services and his staff for all their hard work in achieving the closedown of the accounts.

RESOLVED: That Committee approved the audited Statement of Accounts.

145 AUDITOR APPOINTMENT – HOUSING BENEFIT ASSURANCE PROCESS

The Director of Resources submitted a report informing Members of the appointment of Grant Thornton as the Council's auditors for the housing benefit assurance process. A fee had been accepted as detailed based on Grant Thornton undertaking what is known as the discovery testing. The Council are required to appointment their own auditor and Grant Thornton had been

appointed at a rate of £5,145 plus a day rate of £860 for all additional work required.

RESOLVED: That the report be noted.

146 INTERNAL AUDIT PROGRESS REPORT 2019/20

The Director of Resources submitted a report for Committee's information on the internal audit progress to date for 2019/20. The report included the full Internal Audit Plan for 2019/20 for Committee's information.

The progress to date with the 2019/20 Audit Plan gave full assurances on the work completed.

RESOLVED: That the report be noted.

147 PLANNED AUDIT FEE 2019/20

The planned audit fee letter for 2019/20 from Grant Thornton was included for Committee's information.

RESOLVED: That the report be noted.

148 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That by virtue of the following item of business being exempt information under Part 1 of Categories 1, 2 and 5 of Schedule 12A of the Local Government Act 1972 the press and public be now excluded from the meeting.

149 COMPLAINT RELATING TO A BREACH OF THE COUNCIL'S CODE OF CONDUCT

The Chief Executive submitted a report asking Committee to consider how to deal with a complaint relating to a breach of the Council's Code of Conduct. This was a complaint submitted in November 2017 and had reached the hearing stage.

In May 2019 the subject Member had ceased to be a Ribble Valley Borough Councillor.

The complaint had been investigated and referred to a Sub-Committee of the Accounts and Audit Committee on two occasions, a hearing had been arranged but had been cancelled in March 2019.

Advice received had confirmed that the Council's jurisdiction to deal with the case did not automatically end when the term of office of the Subject Member ended but that the Council must decide how to proceed in the public interest taking into account such factors as resource implications, the sanctions available, particularly now the Subject Member was no longer a Councillor.

Committee discussed the issue in some detail including the implications for both the Complainant and the Subject Member and the wider issues for the Council.

Councillor Robert Thompson and Councillor Ged Mirfin were given permission to speak on this item.

The Council's Independent Person addressed the Committee and gave his opinion on the complaint and reminded Councillors of their public duty which he felt had been lost sight of.

RESOLVED: That Committee decided that in the public interest no further action should be taken in relation to this complaint.

The meeting closed at 7.45pm.

If you have any queries on these minutes please contact Jane Pearson (425111).

Minutes of Planning and Development Committee

Meeting Date: Thursday, 1 August 2019 starting at 6.30pm
Present: Councillor A Brown (Chairman)

Councillors:

T Austin	S O'Rourke
I Brown	J Rogerson
S Carefoot	R Sherras
J Clark	R Thompson
B Holden	N Walsh
S Knox	

In attendance: Head of Legal and Democratic Services, Head of Planning Services and Senior Planning Officer.

Also in attendance: Councillors S Brunskill, L Edge, A Knox and G Scott.

150 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillors B Buller, M French and A Humphreys.

151 MINUTES

The minutes of the meeting held on 27 June 2019 were approved as a correct record and signed by the Chairman.

152 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

Councillor J Rogerson declared an interest in planning application 3/2019/0477 – Moorgate Farm, Langho.

153 PUBLIC PARTICIPATION

The Chairman welcomed Mr Hodge who spoke on agenda item 6, Tree Preservation Order 3/19/2/212 at Rann Woodland, Mellor. He asked Committee to consider only making the tree preservation order for part of the land and not all of the parcels as shown on the suggested plan.

154 PLANNING APPLICATIONS UNDER THE TOWN AND COUNTRY PLANNING ACT 1990:

1. APPLICATION REF: 3/2019/0398
GRID REF: SD 363878 431275

DEVELOPMENT DESCRIPTION:

ERECTION OF ONE RETAIL UNIT (USE CLASS A1/A3/A5 – RETAIL/RESTAURANT/HOT FOOD TAKEAWAY) WITH ASSOCIATED CAR PARKING AREA. RESUBMISSION OF PLANNING APPLICATION 3/2018/0451) AT MYERSCOUGH SMITHY ROAD, MELLOR

The Head of Planning Services informed Committee of a suggested amendment to condition 2, some highway informatives, a letter of support and two further letters of objection.

APPROVED subject to the following conditions:

Time limit

1. The development must be begun not later than the expiration of three years beginning with the date of this permission.

REASON: Required to be imposed by Section 51 of the Planning and Compulsory Purchase Act 2004.

Plans

2. Unless explicitly required by condition within this consent, the development hereby permitted shall be carried out in complete accordance with the proposals as detailed on drawings:

1775-GTA-Z0-00DR-A-0104 – Location Plan

1775-GTA-Z0-00-DR-A-0101 Rev H (amended plan received 29/07/19) – Proposed Site Plan

1775-GTA-Z0-00-DR-A-0102 Rev D – Floor Plans and Elevations

18020 – D01 Rev B – Drainage Strategy Proposals (for drainage purposes only)

REASON: For the avoidance of doubt and to ensure that the development is carried out in accordance with the submitted plans.

Materials

3. Notwithstanding any description of materials in the application and the requirements of condition 2 of this permission, prior to their use within the development hereby approved, samples or full details of all materials to be used on the external surfaces of the building, including all new windows, doors and the shop fronts, shall have first been submitted to and approved in writing by the Local Planning Authority. Such details shall include the type, colour and texture of the materials. The development shall thereafter be implemented in accordance with the duly approved materials.

REASON: In order to ensure use of appropriate materials which are sympathetic to the character of surrounding buildings and area in the interests of visual amenity.

Use

4. Notwithstanding the provisions of the Town and Country Planning (Use Classes) Order 1987 (as amended), or any Order revoking or re-enacting that Order, any Class A1 (retail) use of the development hereby approved shall only be used for the sale of food and convenience goods, and for no other purpose within use Class A1.

REASON: To ensure that any A1 use of the building is used solely for food and convenience goods, as any other retail use may not be considered acceptable and have a negative impact upon the vitality and viability of town centres.

5. Notwithstanding the submitted details, details of all proposed boundary walling, gates and fencing shall have been submitted to and approved by the Local Planning Authority prior their installation on site. The boundary treatments shall be installed on site prior to the unit hereby approved being brought into use in strict accordance with the approved details and retained as such thereafter.

REASON: In order that the Local Planning Authority may ensure that the detailed design of the proposal is appropriate to the locality.

Amenity

6. The development hereby approved shall adhere to the following hours restrictions;
 - i) For trade and business (open to the public) between the hours of 08:00 – 22:00; and
 - ii)Open to staff employed on the premises between the hours of 07:00 – 23:00.

REASON: In order to protect the amenity of nearby residential properties and to prevent nuisance arising.

7. Access to the car park area of the development hereby permitted shall be prevented by means of a locked barrier outside the hours of 07:00 – 23:00.

REASON: In order to protect the amenity of nearby residential properties and to prevent nuisance arising.

8. There shall be no deliveries or collections of goods (including waste and recycling) to or from the development hereby permitted outside the hours of 07:00 – 20:00 Monday to Saturday and outside the hours of 09:00 – 17:00 on Sundays and Bank Holidays

REASON: In order to protect the amenity of nearby residential properties and to prevent nuisance arising.

9. Prior to the commencement of the construction of the building hereby permitted full details of the measures incorporated into the construction of the building to ensure that the noise emitted from the site does not adversely impact on the nearest noise-sensitive premises shall be submitted to and approved in writing by the Local Planning Authority. The development thereafter shall be constructed in accordance with the approved design measures.

REASON: In order to protect the amenity of nearby residential properties and to prevent nuisance arising.

10. Prior to the first use or occupation of the unit hereby permitted, full details/specifications of any plant machinery, including the extraction system, refrigeration units, air conditioning units (including details of their position, appearance, noise levels and model numbers used) shall have been submitted to and approved in writing by the Local Planning Authority. The equipment shall be installed in complete accordance with the approved details prior to the units being brought into use and used whenever odours are being produced, and all filters/equipment should be retained as agreed thereafter and maintained to ensure optimum operation.

REASON: To ensure that the development hereby permitted is not detrimental to the amenity of the surrounding area by reason of undue noise emission and/or unacceptable disturbance.

11. Prior to the commencement of the construction of the building hereby permitted full details of the measures incorporated into the construction of the building/ plant to ensure that Rating Levels for cumulative noise from all plant and machinery associated with the development shall not exceed the existing background noise level (LA90) at the external façade of the nearest noise sensitive premises shall be submitted to and approved in writing by the Local Planning Authority. The development thereafter shall be constructed in accordance with the approved design measures.

REASON: To ensure that the development hereby permitted is not detrimental to the amenity of the surrounding area by reason of undue noise emission and/or unacceptable disturbance.

12. Prior to the unit hereby approved being first brought into use, the 2m high acoustic fence shall be erected as shown on approved drawing 1775-GTA-Z0-00-DR-A-0101 Rev H (amended plan received 11/07/19) and retained as such in perpetuity.

REASON: In order to protect the amenity of nearby residential properties and to prevent nuisance arising.

13. Prior to the erection of any external lighting full details of the measures incorporated into the design of the lighting to ensure that light intrusion into the windows of the nearest sensitive premises will not exceed 5 Lux between the hours of 07:00 - 23:00, and 1 lux between the hours of 23:00 – 07:00 (as assessed in accordance with the Institution of Lighting Professionals' Guidance Notes for the Reduction of Obtrusive Light GN01:2011 or any subsequent replacement guidance) shall be submitted to and approved in writing by the Local Planning Authority. The development thereafter shall be constructed in accordance with the approved design measures.

REASON: In order to protect the amenity of nearby residential properties and to prevent nuisance arising.

14. Prior to first use of the unit hereby permitted, or any subsequent change of use or tenant thereafter, a written scheme for the control of cooking odours (Odour Management Plan) shall be submitted to and approved in writing by the Local Planning Authority. The Odour Management Plan shall include full details of the cleaning, maintenance and filter replacement policies and

incorporate a written recording system when such work is carried out. The scheme shall thereafter be maintained and retained in accordance with the approved details.

REASON: In order to protect the amenity of nearby residential properties and to prevent nuisance arising.

15. Within three months of commencement of development, details of the design, siting and number of litter bins to be erected on the site shall have been submitted to and approved in writing by the Local Planning Authority. The litter bins shall be installed in complete accordance with the approved details prior to the unit hereby approved being brought into use, retained as approved thereafter and emptied as frequently as necessary.

REASON: To ensure the provision of satisfactory facilities for the collection of litter are provided and in the interest of visual amenity.

16. For the duration of the construction works, no building or engineering operations within the site or deliveries to and from the site shall take place other than between 07:30 hours and 18:00 hours Monday to Friday and between 08:30 hours and 14:00 hours on Saturdays, and not at all on Sundays or Bank Holidays.

REASON: In order to protect the amenities of existing residents.

17. The pedestrian access door situated in the west facing elevation of the unit hereby approved shall only function as an emergency exit door.

REASON: In order to protect the amenities of adjacent residents.

Landscape and ecology

18. Any removal of vegetation, including trees and hedges, should be undertaken outside the nesting bird season (March to August) unless an up-dated pre-clearance check has by carried out by a licensed ecologist within the 24 hours prior to any removal and no nesting birds are found to be present. The up-dated pre-clearance check shall be have submitted to the Local Planning Authority prior to the removal of any trees and/or hedges.

REASON: To ensure that there are no adverse effects on the favourable conservation status of birds and to protect the bird population from damaging activities.

19. During the construction period, including delivery of building materials and excavations for foundations or services, all the existing/retained trees and hedging shown on drawing 1775-GTA-Z0-00-DR-A-0101 Rev H (amended plan received 11/07/19) shall have been enclosed with temporary protective fencing in accordance with BS5837:2012 [Trees in Relation to Demolition, Design & Construction]. The fencing shall be retained during the period of construction and no work, excavation, tipping, or stacking/storage of materials shall take place within such protective fencing during the construction period.

REASON: To ensure that existing/retained trees are adequately protected during construction in the interests of the visual amenity of the area.

20. All new landscaped areas, trees and hedges, as shown on approved drawing 1775-GTA-Z0-00-DR-A-0101 Rev H (amended plan received 11/07/19) shall be planted within the first planting season after the unit hereby approved is brought into use and retained as landscaping areas thereafter. Any trees, hedges or shrubs removed, dying, being severely damaged or becoming seriously diseased within five years of planting shall be replaced by trees or shrubs of similar size and species to those originally required to be planted.

REASON: To ensure the proposed landscaped areas are provided in the interest of visual amenity.

Highways

21. The areas for access and the car park, along with all other hardstanding areas, shown on the approved plans (1775-GTA-Z0-00-DR-A-0101 Rev H (amended plan received 11/07/19) shall be constructed and marked out in full accordance with the details shown concurrently with the construction of the unit hereby permitted and shall be made available for use before the unit is first brought into use and retained as such thereafter.

REASON: In the interests of highway safety.

22. For the full period of construction, facilities shall be available on site for the cleaning of the wheels of vehicles leaving the site and such equipment shall be used as necessary to prevent mud and stones being carried onto the highway. The roads adjacent to the site shall be mechanically swept as required during the full construction period.

REASON: To prevent stones and mud being carried onto the public highway to the detriment of road safety.

23. No development shall take place until a Construction Method Statement has been submitted to and approved in writing by the Local Planning Authority. The approved statement shall be adhered to throughout the construction period and shall provide for:-

- The parking of vehicles of site operatives and visitors;
- Loading and unloading of plant and materials used in the construction of the development;
- Storage of such plant and materials;
- The erection and maintenance of security hoarding;
- Measures to control the emission of dust and dirt from construction;
- A scheme for recycling/disposing of waste resulting from demolition and construction works
- Routing of delivery vehicles to/from site.

REASON: To protect existing road users and neighbouring residential amenity.

Drainage

24. The drainage for the development hereby approved, shall be carried out in accordance with principles set out in the submitted Foul & Surface Water Drainage Design Drawing 18020-D01, Rev B - Dated 10.04.19 which was prepared by Rutter Johnson. Surface water must drain at the restricted rate of 5 l/s. No surface water will be permitted to drain directly or indirectly into the public sewer. The development shall be completed in accordance with the approved details.

REASON: To ensure a satisfactory form of development and to prevent an undue increase in surface water run-off and to reduce the risk of flooding.

INFORMATIVES:

- An Intermediate Pressure Pipeline (IP) is located within the vicinity of the site and the Building Proximity Distance for this pipeline is 3m. The applicant is therefore advised to contact Cadent Gas prior to works commencing on site.
- The buildings should have an intruder alarm fitted that is linked to an Alarm Receiving Centre. This facility is necessary for a police deployment on two confirmed alarm activations.
- This development should incorporate the principles of Secured by Design, with particular regard to the physical security measures. External doors should be certified to PAS 24:2012 (minimum) security standard to reduce the risk of intruder access and glazing in windows and doors should be 6.8mm laminated with any opening lights being fitted with restrictors.
- Internal doors leading to staff only areas should have access control measures installed to reduce the risk of sneak in burglaries and also to delay movement around the building should intruder access be gained.
- Fast food restaurants often attract groups of youths and frequent incidents of problematic behaviour are reported to the police. Comprehensive CCTV coverage of internal and external areas including the car park, will help to deter these problems and also provide evidence of behaviour and identity should an incident arise. This data should be stored for a 30 day period before being destroyed if not required. Further advice is available if required.
- The noise omitted from the site shall as assessed in accordance with British Standard 8233 (2014) and WHO guidelines (or any subsequent replacement national standards / guidance) and the following limits apply to the nearest noise sensitive premises:
 - LAeq 50 dB 16 hours – gardens and outside living areas, daytime (07.00-23.00)
 - LAeq 35 dB 16 hours – indoors, daytime (07.00-23.00)
 - LAeq 30 dB 8 hours – indoors, night-time (23.00-07.00)
 - LAFmax 45 dB 8 hours – indoors night-time (23.00-07.00)

- LAFmax 45 dB 4 hours – indoors evening (19.00-23.00)*
 - LAFmax 60 dB 8 hours - façade level night time (23.00-07.00)
 - LAFmax 60 dB 4 hours - façade level evening (19.00-23.00)
- The grant of planning permission will require the applicant to enter into an appropriate Legal Agreement, with the County Council as Highway Authority. The Highway Authority hereby reserves the right to provide the highway works within the highway associated with this proposal. Provision of the highway works includes design, procurement of the work by contract and supervision of the works.
 - The applicant is advised that the new site access, will need to be constructed under a section 278 agreement of the 1980 Highways Act. The Highway Authority hereby reserves the right to provide the highway works within the highway associated with this proposal. Provision of the highway works includes design, procurement of the work by contract and supervision of the works. The applicant is advised to contact the Community Services before works begin on site. Further information and advice can be found at www.lancashire.gov.uk and search for "278 agreement".
 - The alterations to the existing highway as part of the new works may require changes to the existing street lighting at the expense of the client/developer.
 - The developer should be aware that the any works on, or immediately adjacent to the adopted highway network, would require the appropriate permits from Lancashire County Council's Highways Regulation Team, who would need a minimum of 12 weeks' notice to arrange the necessary permits. They can be contacted on lhsstreetworks@lancashire.gov.uk or on 01772 533433.

(*The evening standard LAFmax will only apply were the evening LAFmax significantly exceeds the LAeq and the maximum levels reached are regular in occurrence, for example several times per hour.)

(Daniel Hughes spoke in favour of the above application. Karen Barker spoke against the above application. Councillor S Brunskill was given permission to speak on the above application).

2. APPLICATION REF: 3/2019/0463
GRID REF: SD 377057 444597

DEVELOPMENT DESCRIPTION:

ERECTION OF SIX POLY TUNNELS AND FORMATION OF CAR PARKING AREA IN ASSOCIATION WITH FORMATION OF A MARKET GARDEN ON LAND AT SAWLEY ROAD, CHATBURN, BB7 4LD

APPROVED subject to the imposition of the following condition(s):

Time Limit

1. The development must be begun not later than the expiration of three years beginning with the date of this permission.

REASON: Required to be imposed by Section 51 of the Planning and Compulsory Purchase Act 2004

Plans

2. Unless explicitly required by condition within this consent, the development hereby permitted shall be carried out in complete accordance with the proposals as detailed on drawings:

Bri/910/2635/01
Bri/910/2635/02
Bri/910/2635/03
Bri/910/2635/04

REASON: For the avoidance of doubt and to ensure that the development is carried out in accordance with the submitted plans.

Materials

3. The development hereby approved shall be carried out in complete accordance with the materials detailed within the approved drawings and section 7 of the application forms.

REASON: In order to ensure that the materials to be used are appropriate to the locality.

Use

4. Any retail sales from the site edged red on the submitted plans shall be incidental and ancillary to the horticultural/agricultural use of the site (i.e. used for the sale of plants, shrubs, trees, fruit, vegetables and items grown/grown on the site), other than for the sale of up to 10% (of the total volume of stock over any year) of other related items that may be imported from outside the site (e.g. seeds, compost, fertiliser, pots, trays, stakes) and for the sale of no other goods whatsoever.

REASON: To ensure that the retail use of the site remains ancillary and incidental to the main agricultural and horticultural use of the site, and as detailed within the submitted application.

Amenity

6. The site shall only be open for ancillary retail sales between the hours of 08:00-18:00 Monday to Saturday and 09:00 – 17:00 on Sunday.

REASON: In order to protect the amenity of nearby residential properties and to prevent nuisance arising.

7. No external lighting shall be installed on the polytunnels hereby approved, or elsewhere within the site including the car parking area.

REASON: In the interests of visual amenity of this rural location.

8. Full details/specifications of any plant machinery or equipment, including electricity generators, air conditioning units (including details of their position, appearance, noise levels and model numbers used) to be installed on site shall have first been submitted to and approved in writing by the Local Planning Authority prior to its installation on site. The equipment shall be installed in complete accordance with the approved details and all filters/equipment should be retained as agreed thereafter and maintained to ensure optimum operation.

REASON: To ensure that the development hereby permitted is not detrimental to the amenity of the surrounding area by reason of undue noise emission and/or unacceptable disturbance.

Highways

9. The car parking area as shown on approved drawing Bri/910/2635/02 shall be provided and made available for use before any ancillary retail element of the site becomes operative and retained as such thereafter.

REASON: In the interests of highway safety.

10. Prior to the access being used for vehicular purposes, the part of the access extending from the highway boundary for a minimum distance of 5m into the site shall be appropriately paved in tarmacadam, concrete or block pavements, and retained as such thereafter.

REASON: To prevent loose surface material from being carried on to the public highway thus causing a potential source of danger to other road users.

11. Any access gates located at the access point shall be positioned 5m behind the nearside edge of the carriageway, and shall only open into the site.

REASON: To permit vehicles to pull clear of the carriageway when entering the site.

Drainage

12. The car parking area as shown on approved drawing Bri/910/2635/02 shall be constructed in a porous material which allows water to drain. Thereafter porous materials shall be retained for the car park area.

REASON: To prevent an undue increase in surface water run-off and to reduce the risk of flooding.

(Peter Bristol spoke in favour of the above application. Daniel Ratcliff spoke against the above application. Councillor G Scott was given permission to speak on the above application).

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

3. APPLICATION REF: 3/2019/0477
GRID REF: SD 368909 436238

DEVELOPMENT DESCRIPTION:

CHANGE OF USE OF AGRICULTURAL LAND FOR THE SITING OF SIX CAMPING PODS AS AN EXTENSION TO THE EXISTING CAMPING DEVELOPMENT AT MOORGATE FARM, KENYON LANE, LANGHO, BB6 8AN

The Head of Planning Services reported upon an objection from United Utilities that had now been withdrawn as the siting of the pods had been amended to allow easement of the pipeline.

APPROVED subject to the following conditions:

1. The development must be begun not later than the expiration of three years beginning with the date of this permission.

REASON: Required to be imposed by Section 51 of the Planning and Compulsory Purchase Act 2004.

2. Unless explicitly required by condition within this consent, the development hereby permitted shall be carried out in complete accordance with the proposals as detailed on drawing ref.

Location Plan (Bre/096/2673/02 Rev.C) received 31/07/2019
Proposed Detail Site Plan (Bre/096/2673/01 Rev.B) received 31/07/2019
Floor Plan (drawing no.201)
Foundation Plan (drawing no.205)
Elevations 01, 02, 03 & 04 (drawing no.401)
Plan & Elevations (Standard Accessible Wigwam), Rev A dated 17/07/19

REASON: To clarify which plans are relevant to the consent.

3. The proposed camping pods shall be restricted to short-term holiday purposes only and shall not be let to or occupied by any one person or group of persons for a combined total period exceeding 90 days in any one calendar year.

REASON: To define the scope of the permission hereby approved.

4. The camping pods hereby approved shall be faced with timber as detailed on the approved plans and shall be retained as such in perpetuity.

REASON: To ensure that the materials to be used are appropriate to the locality.

5. Within the first planting season (October to March inclusive) following commencement of development, five trees shall be planted in accordance with the details indicated on the plans hereby approved and shall be maintained for a period of five years during which time any plants that are found to be dead or dying shall be replaced.

REASON: In the interests of the amenity of the area.

6. Precise details of all ground surfacing materials (notwithstanding any such detail shown on previously submitted plans) shall have been submitted to and approved in writing by the Local Planning Authority before their use in the proposed development. All works shall be undertaken strictly in accordance with the details as approved, and shall be completed in all respects before the final completion of the development and thereafter retained.

REASON: To ensure a satisfactory form of development in the interest of the visual amenity of the area.

7. No external lighting (including external building or ground mounted lighting) shall be installed on site unless details of such lighting have been first submitted to, and approved in writing by, the Local Planning Authority prior to first occupation/use of the site. Any external lighting that is installed shall accord with the details so approved.

REASON: In the interests of the visual amenities of the area.

8. The site shall be operated in strict accordance with sections 3-7 of the Site Management Plan (ref Bre/096/2239/CS) dated June 2017 that was submitted with the application.

REASON: To ensure the satisfactory management of the site in the interests of general amenity of the area.

9. No play equipment shall be installed at the site as shown on drawing no. Bre/096/2673/01Rev.B, or elsewhere on the site, unless precise details of its type, height, design, colour and precise location have first been submitted to and approved in writing by the Local Planning Authority. The works shall then be carried out in accordance with the approved details and maintained as such thereafter.

REASON: To ensure a satisfactory form of development in the interest of the visual amenity of the area.

NOTES

- Under the Environmental Permitting (England & Wales) Regulations 2010 any discharge of sewage or trade effluent made to either surface water or groundwater will need to be registered as an exempt discharge activity or hold an environmental permit issued by the Environment Agency. This applies to any discharge to inland freshwaters, coastal waters or relevant territorial waters.
- *A water main crosses the site. The applicant's attention is drawn to the consultation response received from United Utilities, a copy of which is attached to the decision notice.*

(Jane McDonald spoke in favour of the above application. Graham Corrigan spoke against the above application).

(Councillor Rogerson returned to the meeting)

APPLICATIONS WITHDRAWN

<u>Plan No</u>	<u>Proposal</u>	<u>Location</u>
3/2017/0167	Request for an increase in quantity of E1 environmental hazardous substances from 77ST to 82ST in the raw material warehouse. This means an overall increase to the site inventory for E1 substances from 246ST to 252DT	Pimlico Industrial Area West Bradford Road Clitheroe
3/2019/0036	Fell and remove T1 Oak	Orchard House Lower Lane, Longridge
3/2019/0215	Replacement rooflights	The Orangery Woodfold Park, Mellor
3/2019/0268	Single storey extension to the rear of the property with a pitched roof. The party wall shared with 2 Greenfield Avenue will be extended.	4 Greenfield Avenue Clitheroe
3/2019/0288	Change of use from private dwelling (C3) to mixed use of function venue (D2) with ancillary accommodation (C1) including single storey rear extension, a change of use of detached garage to nursery school (C2)	Thorneyholme Hall Newton Road Dunsop Bridge
3/2019/0308	Construction of a temporary access trail for use by walkers and cyclists to create an alternative bypass route during legal felling and dispatch of circa 9,000 tonnes of timber from Gisburn Bottoms. Tree harvesting operations will take around 6 months after which the temporary trails will be removed.	Forestry plantation to the east of the metalled forest road and linking the following features: Geldard Laithe (barn) and Hindley Head Clough (watercourse)
3/2019/0322	Single storey extension to front of restaurant to create new dining area	244 Preston Road Longridge
3/2019/0386	Proposed erection of one detached 2 storey, 2 bedroom dwelling on land adjacent to 17 Hesketh Road	17 Hesketh Road Longridge
3/2019/0399	Application for a proposed extension of residential curtilage to 20 Abbeyfields and erection of detached garage within the extended curtilage	20 Abbeyfields Whalley
3/2019/0422	Retention of unauthorised residential caravan and use of land as residential curtilage	Land off Longridge Road (adjacent to Grindlestone House Farm) Dutton

<u>Plan No</u>	<u>Proposal</u>	<u>Location</u>
3/2019/0468	Extension to dwelling to form workshop and office	New Elmridge Farm Gib Hey Lane, Chipping
3/2019/0592	Application for the discharge of condition 5 (Engine Maintenance Strategy) from permission	Holmes Mill Greenacre Street Clitheroe
	3/2017/0268	

156 APPEALS UPDATE

Application No and reason for appeal	Date Received/ Appeal Start Date	Site Address	Type of Appeal Procedur	Costs app receive	Date of Inquiry or Hearing if applicable	Progress
3/2018/0474 R of pp	09/07/2019	Great Mitton Hall Mitton Road Mitton	WR			Statement due 13/08/2019
3/2018/0468 R of LBC	09/07/2019	Great Mitton Hall Mitton Road Mitton	WR			Statement due 13/08/2019
3/2018/1020 R of pp	Awaiting start date from PINS	Calding Bank Cottage Whalley Old Rd Billington	WR (to be confirmed)			
3/2018/0688 R of outline pp	04/02/2019	Land off Henthorn Road Clitheroe	Inquiry		08/05/2019 09/05/2019 10/05/2019	Appeal Allowed 19/06/2019 Partial award of costs to Appellant Appeal Dismissed 02/07/2019 Awaiting Decision
3/2018/1025 R of prior notification	05/02/2019	Low Laithe Barn Gisburn Road Newsholme	WR			Appeal Dismissed 02/07/2019
3/2018/0582 R of permission in principle	21/05/2019	Land to the south of Chatburn Old Road Chatburn	WR			Awaiting Decision
3/2018/0768 R of pp	27/03/2019	Land at Osbaldeston Lane Osbaldeston	WR			Appeal Dismissed 27/06/2019
3/2018/0479 R of pp	03/06/2019	74 Church Street Ribchester	HH			Awaiting Decision
3/2018/1076 R of pp	16/07/2019	Sabden House Wesley Street Sabden	WR			Statement due 20/08/2019
3/2018/1006 R of LBC	16/07/2019	Sabden House Wesley Street Sabden	WR			Statement due 20/08/2019

Application No and reason for appeal	Date Received/ Appeal Start Date	Site Address	Type of Appeal Procedur	Costs app receive	Date of Inquiry or Hearing if applicable	Progress
3/2018/1148 R of pp	10/06/2019	Wolfen Lodge Fish House Lane Chipping	HH			Awaiting Decision
3/2019/0057 R of pp	21/05/2019	Seven Acre Bungalow Forty Acre Lane Longridge	WR			Awaiting Decision
3/2019/0117 R to discharge condition	Awaiting start date from PINS	Susie Cottage Rimington Lane Rimington	WR (to be confirmed by PINS)			
3/2019/0241 R of pp	16/07/2019	23 Church Street Clitheroe	WR			Statement due 20/08/2019
3/2019/0242 R of LBC	16/07/2019	23 Church Street Clitheroe	WR			Statement due 20/08/2019

157 TREE PRESERVATION ORDER 7/19/3/212 – RANN WOODLAND, MELLOR

The Director of Economic Development and Planning submitted a report asking Committee to consider objections to the Rann Woodland, off Saccary Lane, Mellor Tree Preservation Order 2019 and to decide whether the order should be confirmed. On 13 March 2019 an email had been received from Andrew Bennett, woodland Officer for the Forestry Commission requesting a woodland tree preservation order be placed on the Rann Woodland, off Saccary Lane, Mellor due to the present owner allowing grant aided trees to be felled. A tree evaluation method for a tree preservation order had been undertaken and on a basis of the results and the threat of further clear felling of the woodland, a TPO had been issued. Two objections to the tree preservation order had been made by both the landowners.

Committee were reminded that a tree preservation order protects trees from lopping, topping and felling but does not preclude tree work being carried out. In such cases a tree work application would be required except for emergencies for which there are exemptions required for tree management work. The landowner claimed that they had done nothing wrong as there were no protections or restrictions on the woodland. Tree felling works had been carried out within an area of the woodland where the landowner had advised Council officers that he had future plans for the use of the land. It would have been preferable for such works to have been fully considered as part of a planning application at the site.

Members discussed various aspects of the TPO and the effect it would have on the landowners.

RESOLVED: That Committee confirm the Rann Woodland, off Saccary Lane, Mellor Tree Preservation Order 2019.

158

FOREST OF BOWLAND AONB MANAGEMENT PLAN 2019-2024

The Director of Economic Development and Planning submitted a report asking Committee to agree to the adoption of the Forest of Bowland AONB 2019-2024 Management Plan. The Forest of Bowland AONB Management Plan describes the special qualities of the area that contribute to the national significance of the landscape. The plan supersedes the previous management plan and continues to identify the major trends and opportunities for the area and presents a vision for the Forest of Bowland AONB 2019-2024. The document also provided a policy framework and identified a five year programme of objectives to help guide the work of the AONB Partnership organisation towards achieving the purpose of the plan. The draft management plan had been subject to public consultation and the product of a series of targeted consultation exercises and literature review. As a result of the comments received, amendments had been made in relation to the vision, core principles and monitoring of the plan. The management plan had already been adopted by a number of local authorities.

Members made suggestions with regard to access to all and the inconsiderate roadside parking and mountain bike users that the Head of Planning Services would feed back to the management committee.

RESOLVED: That Committee adopt the Forest of Bowland AONB Management Plan 2019-2024 on behalf of the Council.

159

APPEALS

- a) 3/2018/0688 – Erection of up to 110 dwellings with public open space, landscaping and sustainable drainage system (SUDS) and vehicular access point from Henthorn Road at Henthorn Road, Clitheroe – appeal allowed.
- b) Costs application in relation to Henthorn Road – partially allowed.
- c) 3/2018/0768 – Construction of 4 dwellings with access from Osbaldeston Lane at Land at Osbaldeston Lane, Osbaldeston – appeal dismissed.
- d) 3/2018/1025 – Conversion of existing stone built agricultural barn to single dwelling at Low Laithe Barn, Settle Road, Gisburn – appeal dismissed.

160

REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from Representatives on Outside Bodies.

EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That by virtue of the next item 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.

161

HOUSING EVIDENCE: STRATEGIC HOUSING AND ECONOMIC NEEDS ASSESSMENT

The Director of Economic Development and Planning submitted a report asking Committee to agree to the commission of consultancy support to update the

Council's housing evidence. In order to inform the update of the Local Plan for the borough a review of the evidence base is necessary to bring data and projections up to date. The information from this evidence base review would inform decisions over land requirements for the future of the borough over a new plan period (beyond 2028). Recent changes to national planning policy framework had introduced both a requirement to undertake a review of the plan within five years from adoption but also established the use of a standard methodology for determining housing need, which in Ribble Valley's case is to be used once the plan has reached its five year date, where no more up to date figure had been put in place by way of a revised plan.

The work would update the Council's evidence base in relation to housing needs, house type and tenure currently set out in the most recent Strategic Housing Market Assessment, which was published in 2013 (SHMA). Evidence from housing waiting lists as well as the consideration of housing growth arising from economic development in the borough. This would be done through the production of a Strategic Housing and Economic Needs Assessment (SHENA) which would by way of a single study draw together these key elements to inform the planning functions of the Council. two quotes had been received for the work and it was recommended that Turleys be appointed.

RESOLVED: That Committee

1. note the need to update the Council's housing evidence to establish an updated housing need figure by December 2019 and agree to the appointment of Turleys to undertake the proposed Strategic Housing and Economic Needs Assessment; and
2. recommend to Policy and Finance Committee that they approve the necessary budget funded from earmarked reserves in order to carry out this work. It was noted that in the light of the urgency of the work, an Emergency Committee may need to be convened.

The meeting closed at 8.13pm.

If you have any queries on these minutes please contact Nicola Hopkins (414532).

Minutes of Emergency Committee

Meeting Date: Tuesday, 20 August 2019, starting at 3.00pm
Present: Councillor S Atkinson (Chairman)

Councillors:

A Brown
S Hore
A Knox

In attendance: Chief Executive, Director of Resources, Director of Community Services, Director of Economic Development and Planning, Head of Legal and Democratic Services, Head of Regeneration and Housing.

162 APOLOGIES

There were no apologies for absence from the meeting.

163 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That by virtue of the fact that the following item of business 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.

164 REFERENCE FROM PLANNING AND DEVELOPMENT COMMITTEE – HOUSING EVIDENCE: STRATEGIC HOUSING AND ECONOMIC NEEDS ASSESSMENT

The Chief Executive submitted a report asking Committee to consider a request from Planning and Development Committee to agree to the approval of additional revenue budget of £20,000 in 2019/20 for the appointment of appropriate consultancy support to undertake a strategic housing and economic needs assessment.

Planning and Development Committee had considered a report submitted by the Director of Economic Development and Planning at their meeting on 1 August 2019 which gave details of a request for additional revenue budget of £20,000 for 2019/20. This was in respect of the appointment of appropriate consultancy support to undertake a strategic housing and economic needs assessment in line with the commitment set out in the Core Strategy.

Planning and Development Committee had approved the request and recommended to Policy and Finance Committee that they approve the necessary budget funded from earmarked reserves in order to carry out this work. It was noted that in the light of the urgency of the work an Emergency Committee may need to have been convened.

The Director of Resources reported that the additional funds requested could be funded from the Planning Earmarked Reserve.

RESOLVED: That Committee

1. approve the request for the additional revenue budget of £20,000; and
2. approve the use of the planning reserve to fund the additional revenue budget approval.

The Head of Regeneration and Housing left the meeting.

165 COMPLAINT RELATING TO A BREACH OF THE COUNCIL'S CODE OF CONDUCT

The Chief Executive raised an urgent item. He reminded Members that at the last Accounts and Audit Committee they had resolved that in the public interest, no further action should be taken in relation to this complaint.

He now reported that following that decision, the Subject Member had continued to put inaccurate statements both in the press and on his own website/Facebook account.

There had also been a number of Freedom of Information requests received that would require responses that would mean the details of the complaint would be in the public arena.

A further issue of one of the Independent Person's suffering undue harassment was also discussed.

The Chief Executive informed Committee that the reputation of the Council was of paramount importance and the need for the current Council Members and officers to continue to maintain the highest standards of behaviour was imperative.

Committee reiterated their support of officers in dealing with this matter.

RESOLVED: That the Leader, on behalf of the Council, write a letter of support to the Independent Person affected.

The meeting closed at 4.00pm.

If you have any queries on these minutes please contact Marshal Scott (414400).

Minutes of Community Services Committee

Meeting Date: Tuesday, 3 September 2019, starting at 6.30pm
Present: Councillor S Carefoot (Chairman)

Councillors:

S Atkinson	R Newmark
T Austin	S O'Rourke
D Birtwhistle	S Rainford
A Humphreys	M Robinson
S Knox	J Schumann
G Mirfin	

In attendance: Director of Community Services, Head of Cultural and Leisure Services, Head of Engineering Services and Principal Accountant.

Also in attendance: Councillor A Knox.

166 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillors J E Alcock, L Edge and G Scott.

167 MINUTES

The minutes of the meeting held on 28 May 2019 were approved as a correct record and signed by the Chairman.

168 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

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

169 PUBLIC PARTICIPATION

The Chairman welcomed Mrs Barbara Alty on behalf of the Clitheroe Civic Society. Mrs Alty spoken in relation to Agenda item 5, Clitheroe Town Wells. She requested that all 3 wells be considered and not just the one in Ribble Valley Borough Council ownership and also requested that the Council apply for application for title to the Land Registry for Heald Well and St Mary's Well.

170 CLITHEROE TOWN WELLS

The Director of Community Services submitted a report providing Committee with an update on the issue of the Town Wells.

Ownership of the Wellgate and Well Terrace sites was still unknown, whereas ownership of Stocks Well had now been registered by the Borough Council with the Land Registry, thus removing any confusion over ownership of this well.

Following the last Committee officers had been in contact again with the Heritage Lottery Fund to discuss making a small grants application, however the problem

of ownership with the Heald and St Mary's wells remained the same ie ownership could not be proven.

The two routes to registration where no Title Deeds exist are registration based on loss of Title Deeds or adverse possession. Any attempt to obtain title to the land by means of an application to the Land Registry based on missing Deeds when the evidence points towards Clitheroe Corporation never having owned these two wells, would be a deception.

In order to apply for registration based on adverse possession, the Council would need to show evidence that the Council had taken factual possession of the land, had an intention to possess the land, had done so without the owner's consent that these conditions had existed for at least 12 years.

Following discussions with HLF it was clear that they would not be receptive to a small grant application if there was no option provided in the event that no owner was determined, therefore the Council would have to agree to underwrite the grant for work to the Heald and St Mary's Well in addition to Stocks Well and confirm this as part of the HLF application. This would involve entering into a Legal Agreement with HLF acknowledging this arrangement in the event it was not complied with; the HLF would have the right to claw back the money.

Committee again discussed the evidence surrounding the ownership of the wells and asked questions with regard to the associated risks and insurance requirements.

RESOLVED: That Committee

1. note the report; and
2. supports and agrees to underwrite a bid by the Clitheroe Civic Society for the wells in the same way it did when they submitted a bid for the refurbishment of the pinnacle.

171 RIBBLE VALLEY BOROUGH COUNCIL FLEET OPERATOR'S LICENCE

The Director of Community Services submitted a report asking Committee to consider the implications of the Operator's Licence for Ribble Valley Borough Council's fleet of vehicles.

He informed Committee that the holder of the Operator's Licence at the Depot had resigned from his post and left the authority on 21 June 2019. As a result the Office of the Traffic Commissioner had been advised that the Council's Transport Manager had left and that the position was to be advertised and a grace period was requested by the Council.

Following agreement with the Corporate Management Team, the vacancy had been advertised; however no applicant had met in full the Person Specification for the post that held the appropriate qualifications for both areas of expertise.

The Office of the Traffic Commissioner had now written to advise the Council that it had to meet their requirements by 12 November 2019 or the licence would be revoked. This would mean that the Council would not be able to operate any

vehicles on the road legally. Investigations were ongoing to try to find a suitable solution including the use of a third party qualified Transport Manager.

RESOLVED: That Committee support officers in securing a temporary arrangement until a permanent solution is found.

172 TOWARDS AN ACTIVE FUTURE (TaAF)

The Director of Community Services submitted a report providing an update on the progress towards the Council's bid for funding for the TaAF Scheme.

The Council had been involved in a partnership with other Pennine Lancashire authorities since 2017 to initially bid for, and following success at that point, subsequently work to deliver a Sport England Local Delivery Pilot.

The proposed funding allocation for Ribble Valley was based on current levels of activity from the recent Active Lives Survey which means the borough can bid for around £220,000 of funding for projects. The first round of bids could be submitted from September for consideration and approval by the Sport England Board in the autumn. However Sport England had determined that the bidding process would follow a specific governance route that means the Health and Wellbeing Partnerships had to effectively sign off bids that are put forward. This process was still ongoing and it was apparent that additional work to assess the needs of the residents and how best they can be addressed with the funding that can be bid for needs to be done. It was therefore anticipated that a bid would be submitted before the end of October when the focus groups had been run and the analysis of information had been undertaken.

RESOLVED: That Committee endorse the decision to delay submission of the funding bid until the most effective and relevant projects are identified.

173 POTS, TUBS AND TRAYS WASTE CAMPAIGN

The Director of Community Services submitted a report asking Committee to consider the implications of the change to plastic recycling.

In addition to ongoing work to reduce bin bag waste and single use plastics, Lancashire County Council were working on a new initiative to accept plastic pots, tubs and trays as well as the normal plastic bottles to come in to effect in autumn 2019.

This would mean the need for new notices on the sides of the refuse collection vehicles, refuse calendars, refuse stickers and a change to the Council's website, along with extra publicity to ensure this campaign was successful. Negotiations were currently underway with Lancashire County Council with regard to funding assistance for the necessary changes.

Committee again expressed the need for members of the public to understand properly exactly what could be recycled.

RESOLVED: That Committee

1. agree to starting a collection of the pots, tubs and trays immediately and at the same time make the public aware of the changes through local press; and
2. support officers in securing financial assistance for the changes made by the disposal authority, Lancashire County Council.

174

RIBBLE VALLEY 3G PROJECT

The Director of Community Services submitted a report providing an update on the project to build a new artificial turf facility at Edisford. He reminded Members that when complete this would provide a full size 3G pitch, 2 5-a-side 3G pitches and 3 tennis courts plus a toilet block and classroom.

Work on the project was progressing well though the weather had hampered some aspects and made it difficult for the contractor. There had been a number of variations issued to the contract to address issues which had arisen during the build as well as some design to improve the facility to the benefit of users and reduce ongoing maintenance costs.

As with any issue involving competing demands for the same space there had to be some compromises from users, simply to accommodate as far as possible everyone's first choice. It had been decided that the early evening timeslots would be made available for younger children and that preference had been given to clubs and users who were able to commit to 4 or 8 month bookings, to ensure that the Council was able to block book out as much of the space as possible without having to rely on short term bookings.

The indication at this time was that the full scheme would be within budget after allowing for contingencies. As the facility approached a position where it would be functional the revenue costs that were originally budgeted would be reviewed in order to best reflect the scheme that was now nearing completion and the anticipated levels of income.

RESOLVED: That Committee

1. note the progress with the scheme; and
2. approve the Booking Policy adopted for the allocation of space.

175

REVENUE OUTTURN 2018-2019

The Director of Resources submitted a report for Committee's information on the outturn for the 2018/19 financial year in respect of the Revenue Budget for this Committee.

The report showed the overall spend of this Committee by cost centre compared to the revenue estimated and details of variances.

The most concerning area of overspend in 2018/19 continued to be in relation to the refuse collection vehicle repairs and maintenance. Work was ongoing in monitoring the level of spend in this area in the 2019/20 financial year being reported to Corporate Management Team and the Budget Working Group.

RESOLVED: That the report be noted.

176 REVENUE MONITORING 2019-2020

The Director of Resources submitted a report updating Members on the position for the period April to July 2019 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 July and highlighted the variations, along with the budget holder's comments and agreed action plans.

The overspend in respect of refuse collection vehicle repairs and maintenance continued to be an area of concern and was being closely monitored and reported to Corporate Management Team and the Budget Working Group.

RESOLVED: That the report be noted.

177 CAPITAL MONITORING 2019-2020

The Director of Resources submitted a report providing Members with information on the progress of this Committee's 2019/20 Capital Programme for the period to the end of July 2019.

The report gave a summary of the Community Committee Capital Programme Budget expenditure to date and the variances and included the full Capital Programme by scheme with detailed financial information and budget holder's comments.

The total approved budget for this Committee's Capital Programme of 14 schemes was £1,979,520. Of the 14 schemes in the Capital Programme, 5 schemes had been completed by the end of July 2019 and the other 9 schemes were currently on track to be completed in year at this stage. At the end of July 2019 £615,455 had been spent or committed which equated to 31.1% of the annual Capital Programme budget for this Committee.

RESOLVED: That the report be noted.

178 CLITHEROE FOOD FESTIVAL

The Director of Community Services submitted a report updating Members on the 2019 event.

The financial position with regard to this year's festival was not yet complete and a further report would be brought to a future meeting of Committee. In operational terms this year's event had gone well, despite the weather, which limited attendances to manageable levels.

RESOLVED: That the report be noted.

179 2018-2019 YEAR END PERFORMANCE INFORMATION

The Director of Resources submitted a report for Members information that detailed performance against our local Performance Indicators.

RESOLVED: That the report be noted.

180 GENERAL REPORT OF THE DIRECTOR OF COMMUNITY SERVICES

The Director of Community Services submitted a report updating Committee on developments within the varying scope of Cultural and Leisure Services. This included local football facilities plan, towards an active future, programmed activities at Ribblesdale Pool and information on the latest exhibition at the Platform Gallery.

RESOLVED: That the report be noted.

181 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from Representatives on Outside Bodies.

The meeting closed at 7.35pm.

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

Minutes of Planning and Development Committee

Meeting Date: Thursday, 5 September 2019 starting at 6.30pm
Present: Councillor A Brown (Chairman)

Councillors:

T Austin	S Knox
I Brown	S O'Rourke
B Buller	J Rogerson
S Carefoot	R Sherras
J Clark	R Thompson
B Holden	N Walsh
A Humphreys	

In attendance: Director of Economic Development and Planning, Head of Legal and Democratic Services, Principal Planning Officer, Senior Accountant and Assistant Planning Officer.

Also in attendance: Councillors M Hindle and G Mirfin.

182 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillor M French.

183 MINUTES

The minutes of the meeting held on 1 August 2019 were approved as a correct record and signed by the Chairman.

184 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

Councillor S Carefoot and J Rogerson both declared an interest in planning application 3/2019/0427 – 27 Humber Street, Longridge.

185 PUBLIC PARTICIPATION

There was no public participation.

186 PLANNING APPLICATIONS UNDER THE TOWN AND COUNTRY PLANNING ACT 1990:

Councillor S Carefoot and J Rogerson declared an interest in the next item of business and left the meeting.

1. APPLICATION REF: 3/2019/0427
GRID REF: SD 360537 437561

DEVELOPMENT DESCRIPTION:

DEMOLITION OF EXISTING DWELLING AND REPLACEMENT WITH DORMER BUNGALOW AT 27 HUMBER STREET, LONGRIDGE

DEFERRED and DELEGATED to the Director of Economic Development and Planning for approval subject to no adverse comments (which are within the remit of the Local Planning Authority) being received from United Utilities in respect of the sewer which is understood to cross the application site. If no comments are received within 3 months of the date of the Committee the decision will be issued.

(Mr Black spoke against the above application. Councillors S Carefoot and J Rogerson returned to the meeting).

2. APPLICATION REF: 3/2019/0444
GRID REF: SD 377579 437273

DEVELOPMENT DESCRIPTION:

FULL APPLICATION FOR AMENDMENTS TO THE LEVELS OF PLOTS 7 TO 21 AND 25 TO 30 OF RESIDENTIAL DEVELOPMENT (PURSUANT TO PLANNING PERMISSION 3/2018/0361 (FOR THE DEMOLITION OF EXISTING STRUCTURES AND REMOVAL OF CULVERT TO SABDEN BROOK; DEVELOPMENT OF 30 DWELLINGS INCLUDING RECONSTRUCTION OF FORMER MARBIL OFFICE BUILDING AS NEW DWELLINGS; RECONSTRUCTION OF BASE OF MILL CHIMNEY AS AN ECOLOGY TOWER AND ASSOCIATED ACCESS AND LANDSCAPING. FORMER VICTORIA MILL WATT STREET SABDEN BB7 9ED.

APPROVED subject to the following conditions:

Timings and Commencement

1. Unless explicitly required by condition within this consent, the development hereby permitted shall be carried out in complete accordance with the methodologies, timings and proposals as detailed within the following information and drawings:

Site Location Plan - LP01 Rev B
1582SPLVMS-SL01 AA Proposed Site Layout
Design Material

1582SPLVMS-ASH01A Plot 1-4 17-4-18
1582SPLVMS-ASH02A Plot 8 17-4-18
1582SPLVMS-ASH03A Plot 9+10 17-4-18
1582SPLVMS-BRE01A Plot 19 17-4-18

1582SPLVMS-BT01B Boundary Treatment
 1582SPLVMS-COB01A Plot 26 17-4-18
 1582SPLVMS-EAM01A Plot 27 17-4-18
 1582SPLVMS-FES01A Plots 13,14,16,17+21
 1582SPLVMS-GAR01A Single Garage
 1582SPLVMS-GAR02A Double Garage
 1582SPLVMS-GAR03A Treble Garage
 1582SPLVMS-GAR04A Feature Garages
 1582SPLVMS-HAR01A Plot 5
 1582SPLVMS-HUT02A Plot 11
 1582SPLVMS-KT01a A Plot 18pt1
 1582SPLVMS-KT01b A Plot 18pt2
 1582SPLVMS-KT02a A Plot 20pt1
 1582SPLVMS-KT02b A Plot 20pt2
 1582SPLVMS-MIL01A Plot 28-30pt1
 1582SPLVMS-MIL02A Plot 28-30pt2
 1582SPLVMS-MIL03A Plot 28-30pt3
 1582SPLVMS-MIL04A Plot 28-30pt4
 1582SPLVMS-MIL05A Plot 28-30pt5
 1582SPLVMS-MIL06A Plot 28-30pt6
 1582SPLVMS-MIL07A Plot 28-30pt7
 1582SPLVMS-ECO/PL1Ecology Chimney
 1582SPLVMS-ECO/EL1 Rev:A Ecology Chimney 1
 1582SPLVMS-ECO/EL2 Rev:A Ecology Chimney 2
 1582SPLVMS-ECO/SE1 Rev:A Ecology Chimney Section
 1582SPLVMS-OBC01A Plot 22-24
 1582SPLVMS-PEN01A Plot 7
 1582SPLVMS-REA01A Plot 6
 1582SPLVMS-RS01A Refuse Strategy
 1582SPLVMS-SS01C Street Scenes
 1582SPLVMS-SS02C Street Scenes
 1582SPLVMS-SS03C Street Scenes
 1582SPLVMS-SS04C Street Scenes
 1582SPLVMS-SS05C Street Scenes
 1582SPLVMS-SS06C Street Scenes
 1582SPLVMS-TWI01A Plot 12+15
 1582SPLVMS-WHI01A Plot 25
 Proposed Landscaping Plans
 GL0900 01B - Detailed Landscape Proposals
 GL0900 02A - Sabden Brook Landscape Sections
 GL0900 02B – Sabden Brook Landscape Sections to replace GL0900 02A –
 Sabden Brook Landscape Sections.
 Design and Access Statement 17 04 18
 17140-C-52B External Works Layout
 17140-C-SK.06A Plan Showing Extents of Adoptable Highway
 17140-CR-01 Rev D - FRA and Drainage Strategy 26-07-2018
 17140-CR-01 Rev E - FRA and Drainage Strategy 20-06-2019 to replace
 Arboricultural Implications Assessment 13611 A 15-03-2018
 Arboricultural Method Statement 13611 B 15-03-2018
 Construction Management Scheme 23-04-2018
 Amended Site Compound Plan to CMS 03-05-2019

CMS Addendum - Management of Construction Dust
 Sabden Materials Schedule vs 3 28-01-2019
 Dwg 1528SPL-VMS-BT01 Rev B Boundary Treatments Plan 28-1-19
 Bench Specification Ref Litchard_Bench
 CON18a - Sabden - Garage Working Dwgs 30-11-2018
 CON18b - AMP EV - Charging Point Specification
 CON6a - Street Lighting Location Plan
 CON6b - Civitech Lighting Specification A
 CON6c - Civitech Lighting Specification B
 CON8-9-11-12a Ecological Management and Mitigation Plan 31-08-2018
 CON8-9-11-12e - Method Statement 19-09-2018
 CON16 - 17140-C-56B Section 38 Highway Layout 09-04-2019
 CON16 - 17140-C-57C Highway Longitudinal Sections 09-04-2019
 CON16 - 17140-C-60A Section 38 Highway Kerbing Layout 09-04-2019
 CON16 - 17140-C-61B Section 38 & 278 Highway Construction Details 09-04-2019
 CON16 - 17140-C-63B Section 278 Existing Highway Alteration Layout 09-04-2019
 CON16 - 17140-C-81 Land Plan 09-04-2019
 CON16 - 17140-C-82 Site Plan 09-04-2019
 CON16 - 17140-C-83 Vehicle Tracking 09-04-2019
 CON19-20-21 - 17140-C-52B External Works Layout
 CON19-20-21 - 17140-C-53G Section 104 Drainage Layout
 CON19-20-21 - 17140-C-54C Catchment Area Plan
 CON19-20-21 - 17140-C-62A Cut & Fill Layout
 CON19-20-21 - 17140-CC-02E Proposed Surface Water Calculations
 CON19-20-21 - 17140-CR-02 Management & Maintenance Plan
 CON19-20-21 - Victoria Fold Water Management Plan 30-11-2018
 CON23b - 17140-PWAG-00-ZZ-LTR-G-1000-P01
 CON23c - ATAL2978C-001A-Edge Of Slab Detail
 CON23d - ATAL2978C-002A-Pipe Penetration Detail
 Sections through Sabden Brook – 17140-C-78 Rev: A
 following the receipt of additional information
 Typical Section Through retaining Wall

REASON: For the avoidance of doubt since and to clarify which plans and information are relevant to the consent hereby approved.

Further Control over Development

2. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 2015 (as amended) (Schedule 2, Part 1, Classes A, B, C, and E) or any subsequent re-enactment thereof no extension/ alteration to the dwellings hereby permitted, garden shed, greenhouse, garage or car port shall be erected other than those expressly authorised by this permission.

REASON: To enable the Local Planning Authority to exercise control over development which could materially harm the character and visual amenities of the immediate area or be of detriment to residential amenity.

3. The garage(s) hereby approved shall be kept available for the parking of vehicles ancillary to the enjoyment of the household(s) and shall not be used

for any use that would preclude the ability for their use for the parking of private motor vehicles, whether or not permitted by the provisions of the Town and Country Planning (General Permitted Development) Order 2015 or any order amending or revoking and re-enacting that order.

REASON: To ensure that adequate parking provision is retained on site that limits the visual impact of the parked motor-vehicle upon the street scene/area.

4. The delivery and phasing of the Ecology Towers shall be carried out and delivered in accordance with the submitted Phasing Plan – 1582SPL/VMS-PP01.

REASON: In the interests of biodiversity and to enhance habitat opportunities for species of conservation concern/protected species and to minimise / mitigate the potential impacts upon protected species resultant from the development.

5. No dwelling hereby approved shall be occupied until a verification plan/report, in relation to the remediation strategy for the site, has been submitted to and agreed in writing by the Local planning Authority. For the avoidance of doubt the verification plan/report shall provide details of the data that will be collected in order to demonstrate that the works set out in the agreed remediation strategy) are complete and identifying any requirements for longer-term monitoring of pollutant linkages, maintenance and arrangements for contingency action. The scheme shall be implemented as approved.

REASON: To ensure that the development does not contribute to, or is not put at unacceptable risk from, or adversely affected by, unacceptable levels of water pollution.

6. The artificial bird/bat boxes shall be incorporated into the identified individual dwellings during their construction and be made available for use before each such dwelling is occupied and thereafter retained. The development shall be carried out in strict accordance with the approved details.

REASON: In the interests of biodiversity and to enhance nesting/roosting opportunities for species of conservation concern and to reduce the impact of development.

7. The landscaping proposals hereby approved (GL0900 01B) shall be implemented in the first planting season following occupation or use of the development unless otherwise required by the reports above, whether in whole or part and shall be maintained thereafter for a period of not less than 10 years to the satisfaction of the Local Planning Authority. This maintenance shall include the replacement of any tree or shrub which is removed, or dies, or is seriously damaged, or becomes seriously diseased, by a species of similar size to those originally planted.

REASON: To ensure the proposal is satisfactorily landscaped and appropriate to the locality

8. No removal of vegetation including trees or hedges shall be undertaken within the nesting bird season of 1st March - 31st August. Any removal of vegetation outside the nesting bird season shall be preceded by a pre-clearance check by a licensed ecologist on the day of removal to ensure that removal does not result in unacceptable impacts upon nesting birds or other species of conservation concern.

REASON: To ensure that there are no adverse effects on the favourable conservation status of birds, to protect the bird population and species of importance or conservation concern from the potential impacts of the development.

9. All tree works/tree protection shall be carried out in strict accordance with the submitted Arboricultural Method Statement (13611-B/AJB). The specified tree protection measures shall remain in place throughout the construction phase of the development and the methodology hereby approved shall be adhered to during all site preparation/construction works.

The agreed tree protection shall remain in place and be maintained for the duration of the works and no vehicle, plant, temporary building or materials, including raising and or, lowering of ground levels, shall be allowed within the protection areas(s) specified without written consent of the Local Planning Authority.

REASON: To protect trees of landscape and visual amenity value on and adjacent to the site or those likely to be affected by the proposed development.

Highways

10. The new estate roads between the site and Whalley Road and Watt Street shall be constructed in accordance with the Lancashire County Council Specification for Construction of Estate Roads to at least base course level before any development (other than site demolition and clearance) takes place within the site.

REASON: To ensure that satisfactory access is provided to the site before the development hereby permitted becomes operative.

11. For the full period of construction, facilities shall be available on site for the cleaning of the wheels of vehicles leaving the site and such equipment shall be used as necessary to prevent mud and stones being carried onto the highway. The roads adjacent to the site shall be mechanically swept as required during the full construction period.

REASON: To prevent stones and mud being carried onto the public highway to the detriment of road safety

Flooding and Drainage

12. The drainage scheme shall be implemented in accordance with the approved details prior to first occupation of any of the approved dwellings, or completion of the development, whichever is the sooner. Thereafter the drainage system shall be retained, managed and maintained in accordance with the approved details.

REASON: To ensure that the proposed development can be adequately drained, to ensure that there is no flood risk on or off the site resulting from the proposed development and to ensure that water quality is not detrimentally impacted by the development proposal

13. The drainage management and maintenance plan shall be implemented in accordance with the approved details prior to first occupation of any of the approved dwellings, or completion of the development, whichever is the sooner. Thereafter the sustainable drainage system shall be managed and maintained in accordance with the approved details.

REASON: To ensure that appropriate and sufficient funding and maintenance mechanisms are put in place for the lifetime of the development, to reduce the flood risk to the development as a result of inadequate maintenance and to identify the responsible organisation/body/company/undertaker for the sustainable drainage system

14. No occupation of the dwellings hereby approved shall take place until the Sabden Brook culvert has been removed and the watercourse restored to open channel in accordance with drawing(s) 1582SPLVMS-SL01 RevAA Proposed Site Layout 11-06-2019 and C0N19-20-21 - 17140-C-52B External Works Layout.

REASON: To reduce the risk of flooding to the proposed development and future users

(Mrs Bagshaw spoke against the above application).

3. APPLICATION REF: 3/2019/0448
GRID REF: SD 373800 436971

DEVELOPMENT DESCRIPTION:

OUTLINE PLANNING APPLICATION FOR THE ERECTION OF UP TO 125 DWELLINGS WITH PUBLIC OPEN SPACE, LANDSCAPING AND SUSTAINABLE DRAINAGE SYSTEM (SUDS) AND VEHICULAR ACCESS POINT FROM A671. ALL MATTERS RESERVED EXCEPT FOR MEANS OF ACCESS. LAND AT WISWELL LANE WHALLEY.

REFUSED for the following reasons:

1. The proposal is considered contrary to Policies DMG2 and DMH3 of the Ribble Valley Core Strategy in that approval would lead to the creation new residential dwellings in the defined open countryside, located outside of a defined settlement boundary, without sufficient justification insofar that it has not been adequately demonstrated that the proposal is for that of local needs housing that meets a current identified and evidenced outstanding need.
2. The proposal is considered contrary to Key Statement DS1 and Policy DMG2 of the Ribble Valley Core Strategy insofar that it does not represent the consolidation, expansion or rounding off of development so that it closely relates to the main built of area of the settlement of Whalley.
3. The proposal is considered contrary to Policies DMG1 and DMG2 of the Ribble Valley Core Strategy by virtue of the density of the proposed developable parcels, cumulative overall density, the quantum of development proposed and its location, which would result in an anomalous and discordant pattern of development that fails to respond positively to the inherent pattern and density of adjacent built-form and fails to be well-related to the main built up area of the settlement of Whalley, being of detriment to the character and visual amenities of the area.
4. The proposed vehicular access on to the A671 would be of detriment to the safe operation of the immediate highways network by virtue of the requirement to construct a new vehicular access point onto a high speed road of strategic importance which will add an unnecessary delay to through traffic and compromise the safety of existing and future road users, and as such is considered contrary to Policy DMG3 of the Ribble Valley Core Strategy and Paragraphs 108 and 109 of the National Planning Policy Framework.

(Gary Hoerty spoke in favour of the above application. Councillors M Hindle and G Mirfin were given permission to speak on the above application).

4. APPLICATION REF: 3/2019/0482
GRID REF: SD 363796 429775

DEVELOPMENT DESCRIPTION:

APPLICATION FOR THE EXTENSION TO A STEEL PORTAL FRAMED BUILDING FOR THE STABLING AND WORK AREA FOR THE EXISTING BUSINESS. (RESUBMISSION OF APPLICATION 3/2019/0222) AT WOODFOLD HALL, FURTHER LANE, MELLOR

REFUSED for the following reason:

1. The proposal development constitutes inappropriate development in the Green Belt and as such is contrary to paragraphs 143 - 145 of the National Planning Policy Framework. In the absence of any very special circumstances to clearly outweigh the harm, the development is contrary to

Key statement EN1 and Policies DMG1 and DME2 of the Ribble Valley Core Strategy and Section 13 of the National Planning Policy Framework.

(Gary Hoerty spoke in favour of the above application).

5. APPLICATION REF: 3/2019/0483
GRID REF: SD 363796 429775

DEVELOPMENT DESCRIPTION:

ERECTION OF TEMPORARY EQUINE WORKERS DWELLING (RESUBMISSION OF APPLICATION 3/2019/0229). LAND ADJACENT TO WOODFOLD HALL FURTHER LANE MELLOR BB2 7QA.

REFUSED for the following reasons:

1. The proposal constitutes inappropriate development in the Green Belt and as such is contrary to paragraphs 143 - 145 of the National Planning Policy Framework. It is further considered that the proposal will result in an unacceptable impact on openness arising from the scale and position of the proposed building. As such, and in the absence of any very special circumstances to clearly outweigh the aforementioned harm, the development is considered contrary to Key Statement EN1 and Policy DMG1 of the Ribble Valley Core Strategy and Section 13 of the National Planning Policy Framework.
2. It is considered that the approval of this application would lead to the creation of an anomalous, discordant and incongruous form of development that would fail to protect, enhance or conserve the character, openness and visual amenities of the Green Belt and as such is in direct conflict with Key Statement EN1 and Policies DMG1 and DMG2 of the Ribble Valley Core Strategy. It is further considered that the proposal would result in the introduction built form within the defined Green Belt to a degree and of a scale that cumulatively, when read in context with nearby built-form would have a visual suburbanising effect upon the landscape, resulting in the erosion of the sense of openness that defines the character of the area and being of significant detriment to the character, appearance and visual amenities of the defined Green Belt and immediate context contrary to Paragraphs 143-145 of the NPPF

6. APPLICATION REF: 3/2019/0510
GRID REF: SD 373942 439116

DEVELOPMENT DESCRIPTION:

ERECTION OF 14 NEW BUNGALOWS FOR THE OVER-55S AND 10 AFFORDABLE BUNGALOWS. LAND SW OF CLITHEROE GOLF CLUB, WHALLEY ROAD, BARROW BB79BA

REFUSED for the following reasons:

1. The proposal is considered contrary to Policies DMG2 and DMH3 of the Ribble Valley Core Strategy in that approval would lead to the creation new residential dwellings in the defined open countryside, located outside of a defined settlement boundary, without sufficient justification insofar that it has not been adequately demonstrated that the proposal is for that of local needs housing that meets a current identified and evidenced outstanding need.
2. The proposal is considered contrary to Key Statement DS1 and Policy DMG2 of the Ribble Valley Core Strategy insofar that it does not represent the consolidation, expansion or rounding off of development so that it closely relates to the main built of area of the settlement of Barrow.
3. The proposal, by virtue of its locational aspects and the quantum of development proposed, when considered in concert with adjacent existing housing development, would contribute to and exacerbate an already anomalous and discordant pattern of development which cumulatively would be of significant detriment to the character, appearance and visual amenities of the defined open countryside and immediate context by virtue of the developments degree of visual and physical separation and poor relationship to the main built up area of the settlement of Barrow contrary to Policies DMG1 and DMG2 of the Ribble Valley Core Strategy.
4. The proposal is considered contrary to Key Statement H3 and Policy DMH1 of the Ribble Valley Core Strategy insofar that it fails to satisfy the requirement to provide an adequate level of provision of affordable dwellings for those aged 55 and over (Older persons Housing).

187

APPLICATIONS WITHDRAWN

<u>Plan No</u>	<u>Proposal</u>	<u>Location</u>
3/2019/0507	Repair works to the roof	Clitheroe Royal Grammar School York Street, Clitheroe
3/2019/0632	Change of trading hours to 24 hour opening	Roundabout Filling Station Chatburn Road, Clitheroe
3/2019/0360	Variation of Condition 5 of planning permission 3/2017/0256 to allow an extension of time to put in place a comprehensive program for carrying out the development	Dilworth Barn Back Lane Slaidburn
3/2019/0465	Erection of sheep shed with access tracks from existing vehicular accesses	Field off Lower Road Dutton
3/2019/0511	Conversion of barn into one new dwelling and creation of new vehicular access	Oaks Barn, Birks Farm Birks Brow, Longridge

<u>Plan No</u>	<u>Proposal</u>	<u>Location</u>
3/2019/0512	Conversion of barn into one new dwelling and creation of new vehicular access	Oaks Barn, Birks Farm Birks Brow, Longridge
3/2019/0071	Outline planning application for the erection of up to 110 dwellings with public open space, landscaping and sustainable drainage system (SuDS) and vehicular access point from Henthorn Road. All matters reserved except for means of access. Resubmission of outline application 3/2018/0688.	Land off Henthorn Road Clitheroe
3/2019/0574	Demolition of existing conservatory and erection of single storey extension to rear with ramped access.	26 Mytton View Clitheroe
3/2019/0150	Application for the removal of condition no 15 of planning consent 3/2000/0071, to allow the holiday accommodation to be used as permanent residential accommodation.	Brownhills Cottages Farlands Hall Farm New Lane Withgill, Clitheroe
3/2019/0615	Sign to be fixed to existing post mounted 'County of North Yorkshire' sign on highway verge to announce arrival into Craven District	Land at A682 Newsholme BB7 4JF (nearest)
3/2019/0587	Proposed new single storey building at the rear of the public house to create an additional guest bedroom	Three Millstones Inn Waddington Road West Bradford
3/2016/0642	Discharge of conditions 3 (materials), 5 (surface water drainage) and 18 (construction method statement) of planning permission 3/2016/0059	Whalley Industrial Park Clitheroe Road, Whalley
3/2019/0674	Application to establish that there is no breach of planning permission or listed building consent as a result of the hotel bedroom arrangement being built differently from the approved drawings in planning permission 3/2017/0268 and listed building consent 3/2017/0262	Holmes Mill Greenacre Street Clitheroe

<u>Plan No</u>	<u>Proposal</u>	<u>Location</u>
3/2019/0476	Re-design and enlargement of two-storey dwelling with rooms in the roof space on Plot A (previous design given permission in 3/2018/1179).	Land off Ribblesdale View Chatburn

188 APPEALS UPDATE

<u>Application No and reason for appeal</u>	<u>Date Received/ Appeal Start Date</u>	<u>Site Address</u>	<u>Type of Appeal Procedure</u>	<u>Costs App received</u>	<u>Date of Inquiry or Hearing if applicable</u>	<u>Progress</u>
3/2018/0474 R of pp	09/07/2019	Great Mitton Hall Mitton Road, Mitton	WR			Awaiting Decision
3/2018/0468 R of LBC	09/07/2019	Great Mitton Hall Mitton Road, Mitton	WR			Awaiting Decision
3/2018/1020 R of pp	Awaiting start date from PINS	Calding Bank Cottage Whalley Old Rd Billington	WR (to be confirmed)			
3/2018/0582 R of permission in principle	21/05/2019	Land to the south Chatburn Old Rd Chatburn	Changed to Hearing Procedure		8 October 2019 10.00am Cttee Rm 1	
3/2018/0479 R of pp	03/06/2019	74 Church Street Ribchester	HH			Appeal Dismissed 31/08/2019
3/2018/1076 R of pp	16/07/2019	Sabden House Wesley Street Sabden	WR			Awaiting Decision
3/2018/1006 R of LBC	16/07/2019	Sabden House Wesley Street Sabden	WR			Awaiting Decision
3/2018/1148 R of pp	10/06/2019	Wolfen Lodge Fish House Lane Chipping	HH			Appeal Allowed 24/07/2019
3/2019/0057 R of pp	21/05/2019	Seven Acre Bungalow Forty Acre Lane Longridge	WR			Appeal Dismissed 26/07/2019
3/2019/0117 R to discharge condition	29/07/2019	Susie Cottage Rimington Lane Rimington	WR			Awaiting Decision
3/2019/0241 R of pp	16/07/2019	23 Church Street Clitheroe	WR			Awaiting Decision
3/2019/0242 R of LBC	16/07/2019	23 Church Street Clitheroe	WR			Awaiting Decision
3/2018/1121 R of pp	09/08/2019	The Stables rear of King Street Whalley	WR			Statement due 13/09/19

<u>Application No and reason for appeal</u>	<u>Date Received/ Appeal Start Date</u>	<u>Site Address</u>	<u>Type of Appeal Procedure</u>	<u>Costs App received</u>	<u>Date of Inquiry or Hearing if applicable</u>	<u>Progress</u>
3/2018/0507 R of outline PP	Awaiting start date from PINS	Land adj John Smith Playing Field Chaigley Road Longridge	Hearing (to be confirmed by PINS)			

189 REVENUE OUTTURN 2018/2019

The Director of Resources submitted a report for Committee's information on the outturn for the 2018/2019 financial year in respect of the revenue budget for this Committee. The report showed the overall spend of this Committee by cost centre compared to the revenue estimated and details of variances.

She highlighted that the biggest area of overspend in 2018/2019 was on consultants following full and final settlement of £80,000 for appeal costs that were awarded against the Council in relation to the Lawsonsteads appeal in Whalley. The expenditure had been funded from the planning earmarked reserve.

RESOLVED: That the report be noted.

190 REVENUE MONITORING 2019/2020

The Director of Resources submitted a report updating Members on the position for the period April to July 2019 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 July and highlighted the variations along with the budget holder's comments and agreed action plans.

RESOLVED: That the report be noted.

191 CAPITAL MONITORING 2019/2020

The Director of Resources submitted a report providing Members with information on the progress of this Committee's 2019/2020 capital programme for the period to the end of July 2019.

The report gave a summary of the Planning and Development Committee capital programme budget expenditure to date and the variances and included the full capital programme by scheme with detailed financial information and budget holder's comments.

The total approved budget for this Committee's capital programme of two schemes was £40,920. There had been no spend on either of the two schemes as at the end of July 2019.

RESOLVED: That the report be noted.

192 2018/2019 YEAR END PERFORMANCE INFORMATION

The Director of Resources submitted a report for Members' information that detailed performance against our local performance indicators. A question was asked in respect of how the Council's Brownfield register was being promoted to assist with meeting the Council's PDL target.

RESOLVED: That the report be noted.

193 APPEALS

- i) 3/2019/0057 – Conversion of the existing bungalow into a double garage and store and the creation of a replacement two storey dwelling at Seven Acre Bungalow, Forty Acre Lane, Longridge – appeal dismissed.
- ii) Costs application – Seven Acre Bungalow – refused.
- iii) 3/2018/1148 – Demolition of existing conservatory and erection of a single storey rear extension at Wolfen Lodge Fish House Lane, Chipping – appeal allowed with conditions.
- iv) 3/2018/0479 – Replacement of existing conservatory as well as replacement windows and roof of an existing wrap around at Wilkins Cottage, Church Street, Ribchester – appeal dismissed.

194 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from Representatives on Outside Bodies.

The meeting closed at 7.52pm.

If you have any queries on these minutes please contact Nicola Hopkins (414532).

Minutes of Licensing Committee

Meeting Date: Tuesday, 10 September 2019, starting at 6.30pm
Present: Councillor G Mirfin (Chairman)

Councillors:

J Alcock	D O'Rourke
R Baxter	S Rainford
D Berryman	M Robinson
S Hirst	G Scott
S Hore	N Walsh
A Knox	

In attendance: Head of Legal and Democratic Services and Solicitor.

Also in attendance: Councillor B Buller.

195 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillors R Bennett, B Hilton and S O'Rourke.

196 MINUTES

The minutes of the meeting held on 4 June 2019 were approved as a correct record and signed by the Chairman.

Committee received the minutes of Licensing Sub-Committee held on 4 June 2019.

197 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

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

198 PUBLIC PARTICIPATION

There was no public participation.

199 HACKNEY CARRIAGE-LIMIT ON NUMBER OF VEHICLE LICENCES

The Chief Executive submitted a report seeking Committee's views on the retention of the policy restricting the number of hackney carriage vehicle licences in the Ribble Valley. The Council currently restricts the number of hackney carriage vehicle licences to 53, 4 of which are fully wheelchair accessible and 8 of which have elap seats. Maintaining this restriction is generally supported by hackney carriage operators who can charge a premium on the transfer of a plate. The Council was not aware of any evidence from residents or other consumers that there are not enough hackney vehicles at present.

Any decision to restrict the number of hackney vehicles should be based on a survey which had evidenced that there is no unmet demand for the provision of

such services. Due to budgetary constraints, the Council has never carried out such a survey but has kept the provision of hackney carriage vehicle licences under review and has responded to requests for consideration of additional licences.

The cost of a full Department for Transport compliant survey was estimated to be in the region of £8,500 plus VAT. However, if the preliminary view of the Committee was that they wished to seek to maintain the restriction and therefore seek evidence to support that course of action, aspects of the survey could be carried out on a preliminary basis at a significantly lower cost for each component. Preparation of an outline summary would incur a cost of £750 plus VAT.

The Head of Legal and Democratic Services explained that any application for a hackney carriage licence submitted currently would be considered on its merits, with a view to referral to Committee for determination if the relevant criteria were met.

Committee discussed the various aspects of the proposal and raised several queries.

RESOLVED: That

1. Committee instruct the Head of Legal and Democratic Services to consult with existing hackney carriage vehicle licence holders, the highway authority and the police to seek their views as to whether or not the restriction should be retained;
2. the results of such consultation be reported to a future meeting of this Committee and note that the Council is able to receive applications for hackney carriage licences which would, where necessary be referred to Committee.

200 LICENCING SUB-COMMITTEE TRAINING

The Chief Executive submitted a report to inform Committee of training to be provided on Licensing Sub-Committees. Licensing Sub-Committees are held periodically to determine licensing applications and/or review licences. It is important that Councillors receive training on this aspect of their role. The Solicitor delivered training focusing on procedural and legal issues surrounding Sub-Committees in the context of the Licensing Act 2003. Committee thanked the Solicitor for his presentation.

RESOLVED: That the report be noted.

201 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That by virtue of the fact that the following items 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.

202

LICENCED PREMISES INTERVENTION REPORT

The Chief Executive submitted a report to inform Committee of the outcomes of visits to licensed premises by the Licensing Volunteer for Lancashire Police. Committee were given details of visits to 4 off-licenced premises in the Ribble Valley. No issues were raised at 3 premises and Committee were given further details including of a follow-up visit by a Council Enforcement Officer at one premise.

RESOLVED: That the report be noted.

The meeting closed at 8.02pm.

If you have any queries on these minutes please contact Diane Rice (414418).

Minutes of Health & Housing Committee

Meeting Date: Thursday, 12 September 2019, starting at 6.30pm
Present: Councillor B Hilton (Chairman)

Councillors:

S Atkinson	B Holden
T Austin	A Knox
D Birtwhistle	D O'Rourke
R Elms	D Peat
J Hill	M Robinson
M Hindle	R Sherras

In attendance: Chief Executive, Head of Regeneration and Housing, Head of Environmental Health Services and Senior Accountant.

Also in attendance: Councillors B Buller, N Walsh and Director of Economic Development and Planning.

203 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillors J Alcock and R Newmark.

204 MINUTES

The minutes of the meeting held on 6 June 2019 were approved as a correct record and signed by the Chairman.

205 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

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

206 PUBLIC PARTICIPATION

The Chairman welcomed Mr Hacking who spoke on Agenda item 8.

207 PRESENTATION BY SUE SINCLAIR, MANAGER, HOMEWISE

The Chairman welcomed Sue Sinclair, Manager for Homewise who presented on the work of Homewise in the Ribble Valley.

Committee discussed various aspects of the presentation and raised several queries.

The Chairman thanked Mrs Sinclair for attending the meeting.

208 APPOINTMENTS TO WORKING GROUPS 2019/20

The Chief Executive submitted a report asking Committee to amend the membership of the Strategic Housing Working Group requesting Councillor Jan Alcock to replace Councillor Stephen Atkinson.

RESOLVED: That Committee approve the proposed amendment to the membership of the Strategic Housing Working Group.

209 FOOD SAFETY – FOOD LAW ENFORCEMENT POLICY

The Chief Executive submitted a report asking Committee to send Committee's approval of the Food Law Enforcement Policy.

The Food Law Code of Practice issued by the Food Standards Agency in March 2017 requires in Chapter 7.1.2 that each competent Authority has a documented Food Law Enforcement Policy, which is readily available for food business operators and consumers. The Food Law Enforcement Policy is a revised document which has been updated to allow for the changes in legislation that have occurred after the previous Policy was introduced.

Committee discussed the various aspects of the report and raised several queries.

RESOLVED: That Committee

1. approve the updated Food Law Enforcement Policy; and
2. support the continued focus on the food sector.

210 CLITHEROE MARKET IMPROVEMENTS

The Chief Executive submitted a report asking Committee to consider the potential options that the Council has in undertaking improvements to the existing Clitheroe Market.

In January 2019 the Members of Policy and Finance Committee agreed to terminate the original procurement exercise associated with the re-development of the market site and to work up an expression of interest for the future High Streets Fund.

In July 2019 the Ministry of Housing, Communities and Local Government confirmed that Clitheroe had not been selected to progress to the next round of the fund.

The market site has to date been purely maintained without identified investment to improve the market. Given that any development at the site is now a longer term plan, the Director of Economic Development and Planning and the Head of Environmental Health Services have considered options in respect of revamping the existing market using the existing allocated Clitheroe Market Improvements capital fund of £175,000.

Proposed options for immediate improvement are:

- remove the existing stalls in the bullring area;
- remove all the existing canopies and replace them with a new retractable canopy system;
- reinstate all of the timber fascia signs on the cabins including painting the fascias;

- cancel the Friday flea market;
- refurbish the market toilets; and
- re-establish the Market Trader Liaison Group.

Committee discussed the various aspects of the report. Support was given for the stronger German canopy system due to wind conditions in the market.

An amendment was proposed to remove stalls from the bullring and purchase a number of pop-up stalls. Committee agreed the amendment.

To determine how the toilets should be dealt with, it was proposed that a full refurbishment be undertaken.

RESOLVED: That Committee agree to the following improvements to the market:

1. utilise up to £65,000 of the capital funding to erect new uniform canopies on all of the cabins and hand sign paint all of the fascia signs;
2. cancel the flea market;
3. re-establish the Market Trader Liaison Group with the Director of Economic Development and Planning and the Head of Environmental Health Services;
4. remove stalls from the bullring and purchase a small number of pop-up stalls;
5. undertake a full refurbishment of the toilets.

211 ASHES BEAM AT CLITHEROE CEMETERY

The Chief Executive submitted a report to request approval for the installation of an additional ashes beam for cremated remains in Clitheroe Cemetery.

Cremated remains have, until recently, been interred either next to a commemorative tree or shrub or in a designated plot within the cemetery extension. All commemorative tree plots have been sold, therefore all demand for ashes interments must now be met in the conventional ashes interment area.

The ashes interment plots are provided with a concrete beam which provides a foundation for plaques and headstones and the current beam will run out of space during this financial year. It is planned to install a further beam in a location parallel to the existing ones to meet anticipated demand.

It is anticipated that the provision of a further beam would cost £1,553 and the beam will have the potential to generate total income of up to £31,000 based on current interment charges.

The funding for this project would come from £4,410 in the equipment earmarked reserve for the purpose of providing cemetery beams. Officers reported that 3 such beams, rather than 1, could be provisioned within this reserve.

Committee discussed various aspects of the report and felt it more beneficial to make the provision of 3 beams.

RESOLVED: That Committee

1. approve the proposed 3 ashes beam works at a cost of up to £4,410 subject to;
2. Policy and Finance Committee agreeing the financial implications and budgetary provision.

212 PROPOSE AN INCREASE TO THE DFG ALLOCATION FOR RIBBLE VALLEY ADAPTATION GRANTS

The Director of Economic Development and Planning submitted a report to inform Committee that the budget of £80,000 for Ribble Valley Adaptations has been fully committed and to recommend that a further £50,000 is allocated to this year's Ribble Valley Adaptations element of the overall Disabled Facilities Grants (DFG) budget.

At the March 2019 Health and Housing Committee, it was approved that from the 2019/20 DFG budget an initial allocation of £80,000 would be allocated to fund Ribble Valley Adaptations. DFG spend is monitored constantly and there is a monthly review meeting. At the review meeting in July 2019 it was identified that the commitment of spend on RVA's was close to grant maximum and therefore no further RVA applications had been taken until the position was reported to Committee.

The proposal is to increase the Ribble Valley Adaptations element of the DFG budget in 2029/20 by £50,000 to £130,000.

The Head of Regeneration and Housing noted that the correct figure in point 5.1 should be £130,000 not £140,000.

RESOLVED: That Committee

1. approve the expenditure of a further £50,000 on Ribble Valley Adaptation Grants; and
2. the total allocation for RVA's in 2019/20 will be £130,000.

213 CHRISTMAS MARKET 2019

The Chief Executive submitted a report giving an overview of the Christmas activities hosted at the Clitheroe Market.

Over the last 4 years there has been a designated Christmas market within Clitheroe's bullring area. The decision was made to hold a Christmas market to encourage use of the market and be of wider benefit to other retail establishments in the town.

The Christmas markets will run on 7, 14 and 21 December 2019 with the Christmas lights switch on being undertaken on 7 December. It is proposed the charge for a stall or pitch will be £15 (including VAT) per week. The payment will

be received prior to the event when booking. All fee payments will be non-refundable so as to ensure maximum occupancy.

Members discussed the report and potential scope for enhancements at future events.

RESOLVED: That Committee

1. approve the recommendation for a non-refundable fee of £15 (including VAT) per pitch or stall during the Christmas market festive period on 7, 14 and 21 December 2019;
2. show commitment to the Christmas market and the retail trade within the area during the festive period of 2019.

214 CAPITAL MONITORING 2019/20

The Director of Resources submitted a report to provide information relating to the progress of the 2019/20 Capital Programme for the period to the end of July 2019.

Attention was brought to the items on the Longridge Affordable Housing Scheme and the Chipping Community Housing Grant Scheme.

Committee discussed the various aspects of the report and raised several queries.

RESOLVED: That the report be noted.

215 REVENUE OUTTURN 2018/19

The Director of Resources submitted a report to detail the revenue outturn 2018/19 for this Committee.

RESOLVED: That the report be noted.

216 REVENUE MONITORING 2019/2020

The Director of Resources submitted a report to provide this Committee with information relating to the progress of the 2019/20 Revenue Budget as at the end of July 2019.

RESOLVED: That the report be noted.

217 2018/2019 YEAR END PERFORMANCE INFORMATION

The Director of Resources submitted the year end of report of 2018/19 that details performance against our local performance indicators. The Chief Executive gave further information on key items within the report.

RESOLVED: That the report be noted.

218 MINUTES OF HEALTH AND WELLBEING PARTNERSHIP HELD ON
26 JUNE 2019

RESOLVED: That the minutes be noted.

219 REPRESENTATIVES ON OUTSIDE BODIES 2019/20

Committee received Ribble Valley Borough Council Older Peoples' Champions report September 2019 circulated by Councillor Hilton.

Councillor Sherras gave a verbal report as the Armed Forces Champion.

Councillor Robinson gave a verbal report on the Blood Pressure Awareness Day organised by the Rotary Club of Clitheroe.

RESOLVED: That the report be noted.

220 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That by virtue of the fact that the following items of business be an Exempt Information under Categories 2 and 3 of Schedule 12A of the Local Government Act 1972, the press and public be now excluded from the meeting.

221 CLITHEROE CEMETERY REGULATIONS

The Chief Executive submitted a report to obtain Committee's opinion on guidelines relating to the declaration of graves and the memorials in Clitheroe Cemetery.

The issue of grave decoration is very sensitive and requires careful consideration. Grieving relatives and friends understandably want to decorate graves as a mark of respect. This has previously been addressed at Committee and it was agreed in the clearance of the woodland area.

It is proposed that all grave and ashes plot owners are written to, to request items are removed in line with the Lawn Cemetery Regulations. It is suggested that a phased response to the removal of items is undertaken with new purchased graves being addressed first and then a continuing rolling programme, with the anticipated date of clearance of all non-approved memorabilia being removed after Christmas 2019, approximately February 2020.

It was acknowledged that this is a sensitive issue and Members discussed the various aspects of the report. It was particularly noted the importance of ensuring adherence to the Cemetery Guidance and Regulations.

RESOLVED: That Committee

1. approve that families with graves sited in the lawn area of the cemetery and ashes plots are written to and requested to remove items;
2. support the Council's educational drive on Cemetery Regulations.

222 UPDATE ON GRANT APPROVALS

The Director of Economic Development and Planning submitted a report to inform Committee of recent approvals for 8 Disabled Facilities Grants, 8 Ribble Valley Adaptation Grants and 3 Affordable Warmth Capital Grants. No new Landlord Tenant Grants have been approved since the last Committee report.

RESOLVED: That the report be noted.

223 AFFORDABLE HOUSING UPDATE

The Director of Economic Development and Planning submitted a report to inform Committee on the affordable housing schemes in progress and proposed in the borough.

RESOLVED: That the report be noted.

The meeting closed at 8.43pm.

If you have any queries on these minutes please contact Marshal Scott (414400).

Minutes of Licensing Sub-Committee

Meeting Date: Tuesday, 17 September 2019 starting at 10am
Present: Councillor G Mirfin (Chairman)

Councillors:

S Hirst
N Walsh

In attendance: Solicitor (RVBC), Admin & Licensing (Alcohol & Entertainment) Officer (RVBC), Committee Clerk (RVBC), Peter Livesey (Applicant's representative), Ike Walmsley (Applicant).

224 APOLOGIES

There were no apologies for absence from the meeting.

225 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

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

226 THE GENTLEMEN'S LOUNGE – 97 & 99 DERBY ROAD, LONGRIDGE BB3 3EE

The Sub-Committee considered a report submitted by the Head of Legal and Democratic Services on the determination of an application required under Section 18 of the Licensing Act 2003. A copy of the application for a premises licence to be granted to the Gentlemen's Lounge in Longridge was included in the report.

The applicant's representative made verbal representations to the Sub-Committee setting out the background to the current application and the fact that the application related solely to the supply of alcohol for consumption on the premises during the same hours as the expected opening hours for the barbers shop.

The Sub-Committee also received a written representation that related to the prevention of crime and disorder, public safety, public nuisance and the protection of children from harm. This was taken into account by the Sub-Committee.

The Sub-Committee gave careful consideration to the representations made by both parties. The Sub-Committee also considered the requirements of the Licensing Act 2003, the licensing objectives, the relevant representations and the Council's Licensing Policy.

RESOLVED: That the Sub-Committee resolve to grant the application for a premises licence as applied for (and clarified at the hearing). The Sub-Committee decision is available at:

https://www.ribblevalley.gov.uk/downloads/file/12424/the_gentlemens_lounge_longridge

The meeting closed at 10.18am.

If you have any queries on these minutes please contact Diane Rice (414418).

Minutes of Personnel Committee

Meeting Date: Wednesday, 18 September 2019, starting at 6.30pm
Present: Councillor R Elms (Chairman)

Councillors:

S Atkinson	S Bibby
R Baxter	D O'Rourke
R Bennett	S Rainford
D Berryman	J Schumann

In attendance: Chief Executive and Head of HR.

227 APOLOGIES

There were no apologies for absence from the meeting.

228 MINUTES

The minutes of the meeting held on 12 June 2019 were approved as a correct record and signed by the Chairman.

229 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

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

230 PUBLIC PARTICIPATION

There was no public participation.

231 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from Representatives on Outside Bodies.

232 ACCIDENT POLICY

The Director of Resources submitted a report asking Members to approve a policy and procedure for the reporting and investigation of accidents and incidents for the authority. The Council's existing Accident Policy had recently been reviewed by the UNISON Branch Secretary and Head of HR. It had then been circulated to Members of the Council's Health and Safety Committee for consultation.

The Health and Safety Committee had met on 19 August 2019 and agreed the Policy as attached at Appendix A.

Committee discussed the Policy and requested that in future updates to existing policies were distributed with track changes for ease of comparison. An amendment to the recommendation was proposed to add a specific timeframe for reporting of accidents.

RESOLVED: That

1. Members receive the report;
2. Members approve the Policy and Procedure for the reporting an investigation of accidents and incidents; and
3. section 3.1 of the Policy be amended with “as soon as practicable” to “within 24 hours”.

233 POLITICALLY RESTRICTED POSTS

The Director of Resources submitted a report asking Members to approve a Politically Restricted Posts Policy for the authority. The Head of HR gave an overview of the Local Democracy, Economic Development and construction Act 2009 which required all Local Authorities to maintain a list of posts which were identified as politically restricted.

The Council last reviewed the list of politically restricted posts in 1990. Particular reference was given to “sensitive posts”.

Committee discussed the report, how postholders would be informed of their status, the appeals process and various other aspects of the Policy.

RESOLVED: That

1. Members receive the report; and
2. Members approve the Politically Restricted Posts Policy.

234 2018/19 YEAR END PERFORMANCE INFORMATION

The Director of Resources submitted a report for Committee’s information, presenting the year end performance information for the HR Section. Members were given detailed analysis of the figures.

RESOLVED: That the report be noted.

235 WORKFORCE PROFILE

The Director of Resources submitted a report for Committee’s information updating Members on workforce data to be published in compliance with the Equality Act 2010. Members were given a detailed analysis of the figures.

RESOLVED: That the report be noted.

236 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That by virtue of the fact that the following items of business by exempt information under Categories 1 and 4 of Schedule 12A of the Local Government Act 1972, the press and public be now excluded from the meeting.

237 APPOINTMENTS AND RESIGNATIONS

The Director of Resources submitted a report informing Members of appointments and resignations that had taken place since the last meeting of the Committee.

RESOLVED: That Committee

1. note and approve the decisions taken by CMT as outlined in the report; and
2. write letters of thanks to those staff retiring/leaving the authority, where appropriate.

238 NATIONAL PAY NEGOTIATIONS

The Director of Resources submitted a report updating Members on the National Trade Union pay claim for 2020. The Head of HR gave details of the report and made particular reference to the Resources Section of the risk assessment. It was noted that the claim was for one year rather than a multiple year claim. Details of the claim from the Chief Executive Negotiating Body were also given.

Committee discussed various aspects of the report and raised queries relating to national pay bargaining, differences between Ribble Valley Borough Council and other Local Authorities and pension contributions.

RESOLVED: That the report be noted.

239 STAFF ESTABLISHMENT UPDATE

The Director of Resources submitted a report updating Members on the full staff establishment for the Council.

RESOLVED: That the report be noted.

240 TRAINING REPORT

The Director of Resources submitted a report for Members' information on training courses approved since the last meeting.

RESOLVED: That the report be noted.

The meeting closed at 7.15pm.

If you have any queries on these minutes please contact Marshal Scott (414400).

Minutes of Economic Development Committee

Meeting Date: Thursday, 19 September 2019, starting at 6.30pm
Present: Councillor S Hirst (Chairman)

Councillors:

S Bibby	R Elms
D Birtwhistle	S Fletcher
I Brown	M Hindle
B Buller	S Hore
J Clark	G Mirfin
L Edge	J Rogerson

In attendance: Director of Economic Development and Planning, Head of Regeneration and Housing, Head of Cultural and Leisure Services and Senior Accountant.

Also in attendance: Councillor T Austin.

241 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillors R Baxter and M French.

242 MINUTES

The minutes of the meeting held on 13 June 2019 were approved as a correct record and signed by the Chairman.

The Chairman asked Committee if they would like arrangements to be made to visit Chipping to see a demonstration of their Wi-Fi connectivity (CHAIN).

It was also suggested that Sean McGrath from Lancashire County Council be invited to a future meeting of this Committee to talk about 5G.

243 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

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

244 PUBLIC PARTICIPATION

There was no public participation.

245 RIBBLE VALLEY ECONOMIC PLAN 2019 - 2022

A report was submitted by the Director of Economic Development and Planning for Committee to consider the publication version of the Economic Plan for 2019 – 2022.

Following the formation of the Ribble Valley Economic Partnership work had commenced on the Council's Economic Plan. The Plan was initially intended to cover a 3 year period from 2019 to 2022 as this would ensure it would remain

flexible to changing circumstances and priorities whilst providing a reasonable timeframe for the Council to plan investment and delivery against the identified key activities.

In June 2019 Members had approved the publication of a discussion draft version of the Plan to be subject to a 4-week public consultation period. Before the public consultation had taken place the draft Plan was tabled at the Economic Partnership Meeting on 26 June for their consideration. Feedback from that meeting was included in the report for Committee's information.

A copy of final Economic Plan was included for Committee's consideration. The Plan was a very concise document which clearly set out the Council's proposed actions. It was more business friendly and it was considered that the actions within the Plan would support the local economy and could be implemented in a timely fashion.

In order to reflect the Council's Corporate Strategy, the overarching objective for businesses within the borough was to be sustainable and to continue to develop in the area. The plan sought to meet this objective via 5 priority action areas:

- people;
- places;
- business support and growth;
- connectivity; and
- tourism.

The report went on to expand on the 5 priority action areas with details as to how each one could be achieved.

Members considered the proposed Economic Plan and were impressed with the conciseness of it along with the content.

Issues such as work placements, connectivity, service centre action plans, sustainable transport and a one-stop event directory were discussed in more detail.

RESOLVED: That Committee

1. approve the publication version of the Ribble Valley Economic Plan 2019 – 2022; and
2. request 6 monthly progress reports from the Director of Economic Development and Planning.

246 REVENUE OUTTURN 2018/19

The Director of Resources submitted a report on the outturn for the financial year 2018/19 in respect of the Revenue Budget for this Committee.

There had been a considerable number of variations in both income and expenditure during the year that had given rise to an overall overspending of £12,000 on the net cost of services.

RESOLVED: That the report be noted.

247 REVENUE MONITORING 2019/20

The Director of Resources submitted a report informing Committee of the position April to July 2019 and this year's revenue budget as far as this Committee was concerned. The comparison between actual and budgeted expenditure shows an overspend of £1,502 for the first 4 months of the financial year 2019/20.

RESOLVED: That the report be noted.

248 CAPITAL MONITORING 2019/20

The Director of Resources submitted a report providing Members with information on the progress of this Committee's 2019/20 Capital Programme for the period to the end of July 2019.

At the end of July 2019 there had been no spend on the two schemes in this Committee's Capital Programme.

RESOLVED: That the report be noted.

249 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from Representatives on Outside Bodies.

The meeting closed at 7.07pm.

If you have any queries on these minutes please contact Nicola Hopkins (414532).

Minutes of Policy & Finance Committee

Meeting Date: Tuesday, 24 September 2019, starting at 6.30pm
Present: Councillor S Atkinson (Chairman)

Councillors:

S Bibby	S Hore
A Brown	S Fletcher
J Clark	A Knox
M French	D Peat
J Hill	R Thompson
S Hirst	

In attendance: Chief Executive, Director of Resources, Director of Community Services, Director of Economic Development and Planning, Principal Policy and Performance Officer and Head of Revenues and Benefits.

Also in attendance: Councillors T Austin and N Walsh.

250 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillors S Carefoot, M Hindle and J Rogerson.

251 MINUTES

The minutes of the meeting held on 18 June 2019 were approved as a correct record and signed by the Chairman.

Reference was made to Minute 90 – Appointment of Workings Groups 2019/20 and it was requested that the membership on the Voluntary Organisation Grants Working Group be altered to replace Councillor S Hore with Councillor J Clark.

RESOLVED: That Committee approve this amendment to the Membership of the Voluntary Organisation Grants Working Group.

252 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

Councillors A Knox and S Fletcher declared a non-pecuniary interest in Agenda item 9 – Voluntary Organisation Grants and Councillor S Atkinson declared an interest in Agenda item 28(b) – Estate Matters: Land at Highmoor Park.

253 PUBLIC PARTICIPATION

There was no public participation.

254 CORPORATE STRATEGY 2019/2023

The Director of Resources submitted a report asking Members to approve the Council's Corporate Strategy 2019 to 2023.

The Corporate Strategy sets out the strategic direction of the Council for the period 2019 to 2023 providing a focus to ensure that the services we deliver meet the needs of our communities. The Strategy had been reviewed following the Local Elections in May 2019 by a Member Working Group, supported by the Corporate Management Team and the Principal Policy and Performance Officer.

A copy of the Strategy was included in the report for Members to consider. It had been based on local and national priorities, the Sustainable Community Strategy, our Customer Perception Survey and feedback from staff. The Strategy contained:

- five corporate ambitions to address issues that matter most to the borough;
- each ambition has a number of objectives – things that we wish to achieve for the borough;
- objectives are supported by a number of short and medium term priority actions – the things we will do to achieve our objectives; and
- key measures of success are also outlined, which will allow progress towards the achievement of the priority and objective to be monitored.

Members discussed various aspects included in the Corporate Strategy and requested several amendments/additions. These related to ambition 3 and the inclusion of the words physical activity around our key measures of success regarding percentage of people participating in sport and ambition 4 with regard to the short-term priority action to eliminate wherever possible single use plastics within the Council with a proposed addition to include sharing good practice and raising awareness around single use plastic usage and avoidance.

RESOLVED: That Committee approve the Corporate Strategy 2019-2023 with the suggested amendments.

255 BUDGET FORECAST 2020/21 TO 2022/23

The Director of Resources submitted a report asking Committee to consider the Council's latest budget forecast and the actions that needed to be taken to meet the financial challenges that lie ahead.

The budget forecast was an important tool which gives an early indication of any potential budgetary problems and also informs the medium term financial strategy. It is based on many assumptions that are difficult to predict going forward, particularly in regard to business rate retention, new homes bonus and Government grants.

The Director of Resources outlined the numerous assumptions which had been made in updating the budget forecast. These included:

- a 3% pay award in 2020/21 with a 2% increase each year thereafter;

- inflation and interest rates assumption for price increases to 2%. Investment interests had been assumed at similar levels to those we are currently receiving of around £75,000 per annum;
- 2019 spending round – the key elements included the fair funding review and business rates reset that had been deferred by 12 months to 2021/22; a £2.9bn increase in core spending power overall; the Council Tax referendum limit proposed at 2% subject to consultation; baseline funding uprated by CPI; funding to remove negative RSG continued for 2021;
- new homes bonus legacy payments would be honoured by the scheme for 2020/21 though the scheme was still under discussion with Ministers;
- 75% business rate pilots would come to an end;
- Council Tax – an assumption of a £5 annual increase which may or may not be permissible and would be a decision for Members;
- refuse collection – because of experienced significant overspends on refuse vehicle maintenance an extra £50k had been allowed each year;
- superannuation triannual review – notification of the impact of the valuation on the employers’ superannuation contributions from the actuary were awaited, an increase in contributions of £100k per annum had been allowed for at this stage.

Other assumptions made in the latest forecast included the use of balances of £250,000 each year from 2021/22; interest receipts being £75k each year; a 1% increase in the Council Tax base each year; and an assumption that our share of the collection fund would be a surplus of £25k each year.

Based on all these assumptions the budget shortfall would be as shown:

Reductions in expenditure required in order to achieve a balanced budget		£000
2020/21		0
2021/22		182
2022/23		221

The Director of Resources reported that the accountants and budget holders would commence their preparation of the detailed estimates shortly. The Budget Working Group would have a key role to play in the budget process in order to be in a position next February to agree a balanced budget.

RESOLVED: That Committee keep under review economic and political developments and their impact on the Council’s budget forecast.

SUPPORTING THE GREATER LANCASHIRE PLAN

The Chief Executive submitted a report asking Committee to consider supporting the commissioning of a Greater Lancashire Plan. He informed Members that presentations had been made to the Lancashire Leaders' Group by Lancashire County Council staff setting out the need to produce a Greater Lancashire Plan that would provide the foundations of a transformational step change in the future of Lancashire.

The report included the briefing note produced for Chief Executives and Leaders and the slides presented to Lancashire Leaders setting out the case for a Greater Lancashire Plan.

Initial funding for the production of the plan would cost £400k and Lancashire Leaders had been asked to support this from the Strategic Economic Growth and Financial Sustainability Fund that would be created at the end of the financial year from a share of the extra growth in business rates generated by the Lancashire Business Rates Pilot Pool. The briefing note also set out costs for further phases of work that would be significant but had not yet been agreed by Lancashire Leaders.

Members discussed the production of the Greater Lancashire Plan and felt that at this stage it was imperative that Ribble Valley Borough Council be part of it in order to have some influence in its outcomes.

RESOLVED: That Committee

1. Support the production of the Greater Lancashire Plan subject to:
 - the Plan being signed off by each authority;
 - the Plan being based upon the current local government structure in Lancashire; and
 - that this Council only agrees to contribute to a share of the £400k initial work.
2. Agree to this Council contributing £21,776 to the cost of producing the Plan from the early release of Business Rate Growth subject to this unanimously being agreed by the Lancashire Business Rate Pilot Pool governing body.

REFERENCE FROM HEALTH AND HOUSING COMMITTEE – ASHES BEAM AT CLITHEROE CEMETERY

The Director of Resources submitted a report asking Committee to consider a request from Health and Housing Committee to agree to the approval of additional revenue budget of £4,410 in 2019/20 for the installation of additional ashes beams for cremated remains at Clitheroe Cemetery. The cost of this scheme would be met from the equipment earmarked reserve.

At its meeting the Health and Housing Committee had approved the request and the resolution of the meeting was outlined for Committee's information.

RESOLVED: That Committee

1. approve the request for the additional revenue budget of £4,410; and
2. approve the use of the equipment earmarked reserve to fund the additional revenue budget approval.

258 CONCURRENT FUNCTION GRANTS

The Director of Resources submitted a report asking Committee to consider the allocation of concurrent function grants for 2019/20. She reminded Committee that in November 2017 they had considered a Revised Concurrent Function Grant Scheme which combined the previous Parish Lengthsman Scheme with the Concurrent Function Grant Scheme.

The combined scheme continues to give assistance for those Parishes/Town Councils who provide services in their areas which elsewhere are provided by the Borough Council. This includes the following concurrent functions:

- Burial Grounds
- Bus Shelters
- Footpaths
- Footway Lighting
- Litter Collection
- Dog waste bins
- Parks and play areas
- Parish Lengthsman

She reported that under the revised scheme Concurrent Function Grants continue to be paid to Parishes at 25% of an eligible concurrent function expenditure. For those Parishes previously in respect of a separate Parish Lengthsman Grant transitional protection of 75% applied for 2019/20.

An annual revenue budget allocation for the combined scheme in 2019/20 had been approved at £31,910.

In June 2019 all Parish Councils had been sent a Concurrent Function Grant application form for 2019/20 with applications to be returned to the Borough Council by 29 July 2019. 25 applications had been received with revenue expenditure to be supported totalling £88,163.

Final allocations proposed for Committee's approval at 25% of net eligible expenditure and including transitional arrangements for those Councils previously in receipt of a separate Parish Lengthsman Grant totalled £23,812. The grants to the individual Parishes were outlined for Committee's consideration.

RESOLVED: That Committee approve the payment of concurrent function grants to Parish Councils as detailed in the report totalling £23,812.

(Councillors A Knox and S Fletcher left the meeting.)

VOLUNTARY ORGANISATION GRANTS – CITIZENS’ ADVICE BUREAU PERFORMANCE MONITORING INFORMATION

The Director of Resources submitted a report asking Committee to receive and consider the performance monitoring information provided by Ribble Valley Citizens’ Advice Bureau for the quarter ending June 2019 and to consider whether to approve payment for the next quarterly instalment of the Voluntary Organisation Grant to the Citizens’ Advice Bureau.

The Director of Resources reminded Committee that at their meeting in April 2019 grants had been approved supporting 20 voluntary organisations across the borough totalling £105,500 but that concern was expressed by Members that the proposed allocation for the Citizens’ Advice Bureau dominated the grants to be awarded representing approximately 50% of the total budget available and therefore regular updates on their work with measureable targets was requested.

At the meeting in June 2019 monitoring information to the quarter ending March 2019 was provided and Committee approved the release of the second instalment of the agreed grant.

The Manager of the Citizens’ Advice Bureau had now supplied monitoring information for the latest quarter available up to the end of June 2019, along with explanatory notes which was included for Committee’s information.

RESOLVED: That Committee approve the payment of the Voluntary Organisation Grant for the third quarter to the Citizens’ Advice Bureau of £13,125.

(Councillors A Knox and S Fletcher returned to the meeting.)

CAPITAL MONITORING 2019/20

The Director of Resources submitted a report providing Members with information on the progress of this Committee’s 2019/20 Capital Programme for the period to the end of July 2019. The report gave a summary of the Policy and Finance Capital Programme budget expenditure to date and the variances and included the full Capital Programme by scheme with detailed financial information and budget holders’ comments.

The total approved budget for this Committee’s Capital Programme of 8 schemes was £257,200.

As at the end of July 2019, £24,256 had been spent or committed which equated to 9.4% of the annual Capital Programme budget for this Committee.

The Director of Resources asked Committee to consider two specific schemes which required an increase to their original budgets:

- Lift replacement at the Council Offices – the main contract work had been out to tender and the contract has been let with a start date expected for early 2020. New Regulations require a top drive lift which has had increased beam and loft costs. An increase of £5,340 was therefore requested which could be funded from the capital earmarked reserve.

- Replacement PC's – the capital scheme for the replacement of PC's is for £47,100 to enable the Council to move to Windows 10 by January 2020. We had now been informed by Civica that our current version of Civica Pay has not been certified for customers using Windows 10, which would mean that after implementing the PC replacement scheme, we would not be supported by Civica and would not meet the PCI DSS requirements. An upgrade was therefore required to enable us to be supported by Civica. An increase to this capital scheme was required from £47,100 to £65,100 to cover the cost of the Civica Pay upgrade to Version 17.5 and the implementation of 3D secure Version 2, which could be funded from the local Council Tax Support New Burdens Funding earmarked reserve.

It was also highlighted that there will be an additional £1,600 annual support costs which will need adding to the Revenue Budget.

RESOLVED: That Committee approve the request for additional budget of £5,340 on the lift replacement at Council Offices scheme, to be funded from the Capital earmarked reserve and the additional budget of £18,000 on the PC replacement scheme to be funded from the Local Council Tax Support New Burdens Funding earmarked reserve.

261 LOCAL TAXATION WRITE-OFFS

Committee were asked to approve the writing-off of business rate debts relating to two cases where a company had been dissolved and one had been liquidated. Reasonable steps by various means had been taken to collect the debt.

RESOLVED: That Committee approve writing-off £13,512.03 Business Rates and £60.00 costs where it has not been possible to collect the amounts due.

262 SPENDING ROUND 2019

The Director of Resources submitted a report updating Members regarding the Spending Round 2019 announced on 4 September 2019. The Chancellor had announced a funding package of more than £3.5bn for Council services which provided some degree of certainty over funding for the next year but a decision is still awaited on what will replace business rate pilots.

Also of significant concern was that the NHB scheme for 2020/21 was still being considered by Ministers.

RESOLVED: That the report be noted.

263 LUNCHEON CLUBS

The Director of Economic Development and Planning submitted a report providing Committee with an update on the Luncheon Club support project which was given a budget allocation in 2015 following the cessation of the Meals on Wheels service. Progress to date showed that 25 Luncheon Clubs were registered on our database with several others being helped to become established.

RESOLVED: That Committee approve an allocation of £250 to each Luncheon Club towards a Christmas lunch.

264 OMBUDSMAN REVIEW LETTER 2018

The Chief Executive submitted a report informing Committee about referrals to the Local Government Ombudsman for the period 1 April 2018 to 31 March 2019. Whilst 8 complaints were received, 9 were determined during the period. The decisions made by the Ombudsman were as follows:

- One complaint was dismissed as incomplete or invalid.
- One complaint was closed after initial enquiries by the Ombudsman.
- One complaint was upheld.
- Six complaints were not upheld.

RESOLVED: That the report be noted.

265 2018/2019 YEAR END PERFORMANCE INFORMATION

The Director of Resources submitted a report for Committee's information on the Year End Report of 2018/19 detailing performance against our local performance indicators.

RESOLVED: That the report be noted.

266 OVERALL CAPITAL MONITORING 2019/20

The Director of Resources submitted a report for Committee's information relating to the progress of the Council's approved Capital Programme for the period to the end of July 2019. The total approved budget for the 2019/20 overall Capital Programme was £3,751,040 for 32 schemes.

At the end of July 2019 £862,112 had been spent or committed which equated to 23% of the overall Capital Programme budget for 2019/20.

The report outlined the main reasons for the underspend on the full year budget to date. 6 schemes had been completed already. 17 schemes were currently on track to be completed in year. 5 schemes were in progress but may be fully completed in year. 2 schemes were on hold and 2 schemes were ongoing housing grant schemes.

RESOLVED: That the report be noted.

267 REVENUE OUTTURN 2018/19

The Director of Resources submitted a report for Committee's information on the outturn for the 2018/19 financial year in respect of the revenue budget for this Committee. The report showed the overall spend of this Committee by cost centre compared to the revenue estimated and details of variances.

RESOLVED: That the report be noted.

268 REVENUE MONITORING 2019/20

The Director of Resources submitted a report updating Members on the position for the period April to July 2019 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 July and highlighted the variations along with the budget holders' comments and agreed action plans.

RESOLVED: That the report be noted.

269 OVERALL REVENUE MONITORING 2019/20

The Director of Resources submitted a report informing Members of the overall revenue position for the current financial year up to the end of July 2019. The report showed the overall spend by cost centre compared to the revenue estimated and details of variances.

RESOLVED: That the report be noted.

270 TREASURY MANAGEMENT MONITORING 2019/20

The Director of Resources submitted a report providing Committee with a monitoring report on Treasury Management Activities for the period 1 April 2019 to 31 August 2019. The report outlined the following topics:

- Public Works Loan Board.
- Borrowing requirements.
- Temporary investments.
- Local Government Bond Agency.
- Prudential Indicators.
- Approved organisations.
- Recent events.
- Exposure to risk.

RESOLVED: That the report be noted.

271 TIMETABLE FOR BUDGET SETTING

The Director of Resources submitted a report for Committee's information on the timetable for setting the 2020/21 budget. The timetable was considerably detailed and clearly indicated who was responsible for which actions. This would be monitored as to when each individual task was achieved in order to inform future timetables.

RESOLVED: That the report be noted.

272 INSURANCE RENEWALS 2019/20

The Director of Resources submitted a report informing Committee of the insurance renewals for the period 20 June 2019 to 19 June 2020. A tendering exercise for the Council's insurance had been carried out in 2018 resulting in Zurich Municipal being appointed as our insurers on a five year long-term agreement, effective from June 2018.

RESOLVED: That the report be noted.

273 REVENUES AND BENEFITS GENERAL REPORT

Committee considered a report which covered the following:

- National Non-Domestic Rates (NNDR).
- Council Tax.
- Sundry Debtors.
- Housing Benefit and Council Tax support performance.
- Housing Benefit overpayments.

RESOLVED: That the report be noted.

274 BUDGET WORKING GROUP MINUTES

Committee received the minutes of the Budget Working Group meetings held on 17 January 2019, 11 February 2019 and 18 July 2019.

RESOLVED: That the report be noted.

275 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from Representatives on Outside Bodies.

276 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That by virtue of the fact that the following items of business be exempt information under Category 1 and 3 of Schedule 12A of the Local Government Act 1972 the press and public be now excluded from the meeting.

277 COMMITTEE ADMINISTRATION IT SYSTEM

The Chief Executive submitted a report informing Committee of the progress in seeking a Committee administration IT system and the timescale for its implementation and to seek Committee's approval for an exemption from contract procedure rules. He informed Committee that a Committee administration IT system had now been identified from Mod.Gov.

He outlined the quotation for the provision of the system and what the system would achieve with a view to start using the system with effect from the May 2020 municipal year.

Contract procedure rule 6.3 required for 4 quotes to be obtained before a contract is awarded if the scheme is more than £20,000 but less than £50,000. In this case there was no compatible provider offering a similar level of functionality and he therefore asked Committee to approve an exemption to the contract procedure rules.

RESOLVED: That Committee

1. support the selection of the Mod.Gov Committee administration IT system;

2. note the timescale for the implementation; and
3. authorise the Chief Executive to award the contract on the basis of an exemption from the requirements of contract procedure rules 5 and 6 relating to the number of quotations obtained.

278 LOCAL TAXATION WRITE-OFFS

Committee considered a report asking them to approve the writing-off of Council Tax and Business Rate debts relating to individuals where it had not been possible to collect the amount due.

RESOLVED: That committee agree the writing off £3,090.84 of Council Tax debts, £300.00 costs and £9,295.19 of Business Rates debts where it has not been possible to collect the amount due.

279 (a) ESTATES MATTERS – 16-18 LOWERGATE, CLITHEROE

The Chief Executive submitted a report asking Committee to determine whether to allow the tenancy of 16-18 Lowergate to be terminated early and to consider whether this property was surplus to requirements and should be sold.

RESOLVED: That Committee

1. agree to allow the Salvation Army to surrender the Lease; and
2. agree to dispose of 16-18 Lowergate, Clitheroe, providing suitable offers are received.

279 (c) ESTATES MATTERS – LAND AT SHAY LANE, LONGRIDGE

The Chief Executive submitted a report asking Committee to agree the sale of 3 pieces of amenity land at Shay Lane, Longridge to prospective purchasers to use the parcels of land for car parking.

RESOLVED: That Committee agree to selling three pieces of land at the District Valuer's valuation as follows:

- Plot 1 - £1,000
- Plot 2 - £1,200
- Plot 3 - £3,400

(Councillor Stephen Atkinson left the meeting and Councillor Hore took the Chair.)

279 (b) ESTATES MATTERS – LAND AT HIGHMOOR PARK, CLITHEROE

The Chief Executive submitted a report asking Committee to agree the grant of a Lease to provide access across Council owned land at Highmoor Park, Clitheroe.

Members on Planning Committee received confirmation from the Chief Executive that voting on this item was not a predetermination on any planning application that may subsequently be made on this land.

RESOLVED: That Committee

1. agree the sale of the Lease granting a right of access over the land at Highmoor Park for the sum of £690,000; and
2. instruct the Chief Executive to complete the necessary agreements as soon as practicable.

The meeting closed at 7.53pm.

If you have any queries on these minutes please contact Jane Pearson (425111).

Minutes of Parish Councils' Liaison Committee

Meeting Date: Thursday, 26 September 2019, starting at 6.30pm
Present: (Chairman)

Councillors:

A Brown	D Peat
B Hilton	G Scott
B Holden	R Sherras
S Hore	N Walsh
G Mirfin	

Parish Representatives:

R Wilkinson	Aighton Bailey & Chaigley
K Barker	Balderstone
J Brown	Barrow
K Swingewood	Billington & Langho
T Austin	Billington & Langho
L Edge	Clayton-le-Dale
B Phillips	Dinckley
J Hargreaves	Dutton
P Entwistle	Grindleton
M Gee	Hothersall
B Murtagh	Mellor
N Marsden	Mellor
S Rosthorn	Newsholme & Paythorne
M Beattie	Newton-in-Bowland
P Ainsworth	Osbaldeston
P Young	Ramsgreave
C Pollard	Read
M Hacking	Read
D Groves	Ribchester
R Whittaker	Rimington & Middop
T Perry	Rimington & Middop
A Haworth	Sabden
P Vickers	Sabden
G Henderson	Salesbury
J Westwell	Salesbury
G Meloy	Simonstone
R Hirst	Simonstone
H Parker	Waddington
J Hilton	Waddington
A Bristol	West Bradford
J Brown	Whalley
J Bremner	Wilpshire
M Robinson	Wiswell
S Stanley	Wiswell

In attendance: Chief Executive and Head of Regeneration and Housing.

280 APPOINTMENT OF CHAIRMAN FOR 2019/2020

RESOLVED: That Parish Councillor Martin Highton be appointed as Chairman for this Committee for 2019/2020.

281 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Borough Councillors D Berryman, B Buller, J Schumann and R Thompson and from the following Parish Representatives:

E Twist	Bolton-by-Bowland, Gisburn Forest & Sawley
H Fortune	Bolton-by-Bowland, Gisburn Forest & Sawley
B Green	Chipping
A Schofield	Clayton-le-Dale
R Assheton	Downham
P Rigby	LCC Parish Champion

282 MINUTES

The minutes of the meeting held on 20 June 2019 were approved as a correct record and signed by the Chairman.

283 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

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

284 MATTERS ARISING FROM THE MINUTES

a) Minutes 111 – Presentation on Luncheon Clubs

The Chief Executive reported that Policy and Finance Committee had agreed a sum of £200 for every Luncheon Club to contribute towards a Christmas party and asked Parish Representatives to communicate this to Luncheon Clubs in their areas.

b) Minute 113 - Matters for Future Parish Council Liaison Committee Meetings

Councillor Peat reported that representative C Pollard had kindly agreed to assist with the Pendle Heritage Lottery Scheme and had attended the first meeting.

285 DR JULIE HIGGINS – ACCOUNTABLE OFFICER FROM EAST LANCS CCG

Dr Julie Higgins, Chief Officer at East Lancashire and Blackburn with Darwen CCG's and Alex Walker, Director of Performance and Delivery gave presentations on their roles within the Clinical Commissioning Groups and their current priorities.

They informed Parishes of the new NHS long-term plan to respond to changes in health needs and improving care in local areas. Where previously the focus had been on hospital care, now extra focus would be on general practice and in to

primary care. Commissioning had somewhat separated GP's from colleagues in hospital services and this plan in to reintegrate the services and improve patient journeys.

Priorities included:

- neighbourhood working;
- connecting primary care networks to community teams with an aim to keep people at home;
- same day access to primary care to reduce pressure on accident and emergency; and
- improving mental health services.

Details on issues for local services were given, including Clitheroe Health Centre, Clitheroe Community Hospital, Slaidburn Country Practice and the Calderstones site.

Further information on the partnership of PCN's, CCG's and Health and Wellbeing Partnerships were given.

Questions were asked with regard to mental health provision, recruitment for wellbeing practitioners, recruitment of health care professionals, use of Section 106 funding and what Parish Councils can do improve wellbeing.

RESOLVED: That Committee thank Dr Higgins and Mr Walker for their presentations.

286 BT REVIEW OF PAYPHONES

The Head of Regeneration and Housing gave a verbal report on the BT review of payphones; this is a statutory process and information has been published on the Council's website. He confirmed that where valid objections are raised, the removal of boxes can be halted pending any appeal process by BT. A request for volunteers to a Task and Finish Group to work through the process were requested; T Austin and R Hirst volunteered.

Discussion on the process followed and it was raised that boxes can be adopted for £1 with the telephone electronics removed.

RESOLVED: That Committee thank the Head of Regeneration and Housing for his report.

287 MATTERS BROUGHT FORWARD BY PARISH COUNCILS.

- a) Dinckley Parish Council – Dog Waste Bins for Kenyon Lane for walkers to and from the river

Dinckley Parish Council requested information on dog waste bins. The Head of Regeneration and Housing informed Committee that such a request should be sent to the Head of Environmental Health Services.

b) Dinckley Parish Council – Official Opening of Dinckley Bridge

Dinckley Parish Council requested information on plans for an official opening of Dinckley Bridge. The Chief Executive informed Committee that this was a matter for Lancashire County Council. A report from Councillor Schofield was given indicating that Lancashire County Council were still hoping to hold an official opening following the completion of minor landscaping and path improvement projects.

c) Dinckley Parish Council – Drain Cleaning to Prevent Winter Flooding

Dinckley Parish Council requested information on drain cleaning to prevent winter flooding. The Head of Regeneration and Housing informed Committee that this was a matter for Lancashire County Council and requests should be made via the reportIT system. Such drain cleaning is not generally programmed maintenance and is completed upon request.

d) Read Parish Council – Air Quality Monitoring in the Ribble Valley

Read Parish Council requested information on air quality monitoring in the Ribble Valley. The Chief Executive informed Committee that he would seek clarity from the Head of Environmental Health Services on monitoring.

Further discussion on air quality monitoring including difficulty of ameliorating issues, use of building regulations for new development and issues with wood-burning stoves were discussed.

288

DATE AND TIME OF NEXT MEETING

The Chairman reported that the next meeting would be on 21 November 2019 at 6.30pm.

The meeting closed at 8.08pm.

If you have any queries on these minutes please contact Colin Hirst (414503).

Minutes of Planning and Development Committee

Meeting Date: Thursday, 3 October 2019 starting at 6.30pm
Present: Councillor A Brown (Chairman)

Councillors:

T Austin	A Humphreys
I Brown	S Knox
B Buller	S O'Rourke
S Carefoot	J Rogerson
J Clark	R Sherras
M French	R Thompson
B Holden	N Walsh

In attendance: Director of Economic Development and Planning, Head of Legal and Democratic Services, Head of Regeneration and Housing and Principal Planning Officer.

Also in attendance: Councillors A Knox and G Scott.

289 APOLOGIES

There were no apologies for absence from the meeting.

290 MINUTES

The minutes of the meeting held on 5 September 2019 were approved as a correct record and signed by the Chairman.

291 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

Councillor R Thompson declared an interest in planning application 3/2019/0331 – Chatburn Road, Downham.

292 PUBLIC PARTICIPATION

There was no public participation.

293 PLANNING APPLICATIONS UNDER THE TOWN AND COUNTRY PLANNING ACT 1990:

Councillor R Thompson declared an interest in the next item of business, planning application 3/2019/0331 and left the meeting.

1. APPLICATION REF: 3/2019/0331
GRID REF: SD 378156 444420

DEVELOPMENT DESCRIPTION:

CREATION OF A NEW OFF-ROAD, MULTI-USE LINK BETWEEN THE VILLAGES OF DOWNHAM AND CHATBURN TO ACCOMMODATE WALKERS, CYCLISTS, HORSE-RIDERS AND THOSE WITH MOBILITY ISSUES

INCLUDING CHAIR USERS. RESUBMISSION OF PLANNING APPLICATION
3/2018/0754. CHATBURN ROAD, DOWNHAM

APPROVED subject to the imposition of the following conditions:

Time

1. The development hereby permitted shall be commenced before the expiration of three years from the date of this permission.

REASON: Required to be imposed pursuant to Section 91 of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

Plans

2. Unless explicitly required by this consent, the development hereby permitted shall be carried out in complete accordance with the proposals as detailed on drawings:

- *Plans_Appendix1_LocationMap*
- *Plans_Appendix2_ProposedBway_visSplays*
- *Plans_Appendix3_Chatburn Rd_VisSplay*
- *Plans_Appendix4_GreenLane_VisSplay*
- *Plans_Appendix5_WallTree&Hedge_Height*
- *Plans_Appendix6_Proposed_HoldingArea_Plan*
- *Plans_Appendix7_Proposed_HoldingArea*

REASON: For the avoidance of doubt and to clarify which plans are relevant to the consent.

Materials

3. Notwithstanding the submitted details, details or specifications of all surfacing materials to be used on the footpath hereby approved shall have been submitted to and approved in writing by the Local Planning Authority before their use in the proposed development. The development thereafter shall be completed in accordance with the approved materials.

REASON: In order that the Local Planning Authority may ensure that the materials to be used are appropriate to the locality and protect the visual amenity of the AONB

4. For the avoidance of doubt this consent does not include the provision of external lighting.

REASON: In order to ensure a satisfactory appearance in the interests of visual amenity and to prevent any nuisance arising

Landscape and Ecology

5. Notwithstanding the submitted details, no development, including any site preparation, demolition, scrub/hedgerow clearance or tree works/removal shall commence or be undertaken on site unless and until a scheme for protective fencing for trees within and adjacent to the site, has been submitted to and approved in writing by the Local Planning Authority.

Such fencing shall be in accordance with BS5837 (2012): 'Trees in Relation to Construction'. Such fencing shall be erected in its entirety prior to any other operations taking place on the site.

This fencing should not be breached or removed during development. Furthermore within the areas so fenced the existing ground level shall be neither raised nor lowered and there shall be no development or development-related activity of any description including the deposit of spoil or the storage of materials.

REASON: To protect trees/hedging of landscape and visual amenity value on and adjacent to the site or those likely to be affected by the proposed development

Heritage Assets

6. No development, site clearance/preparation, or demolition shall commence until the applicant or their agent or successors in title has secured the implementation of a programme of archaeological work in accordance with a written scheme of works, which shall be submitted to, and approved in writing by, the Local Planning Authority. The programme of works shall include
 - (i) A formal archaeological watching brief during the groundworks required in the field crossed by the Roman road;
 - (ii) Agreement of the location of the location of any new posts required for the hurdle closures to the agricultural crossing of the new link within the field;
 - (iii) The production and submission of a report on the work undertaken and the results obtained.

All archaeological works shall be undertaken by an appropriately qualified and experienced professional archaeological contractor and comply with the standards and guidance set out by the Chartered Institute for Archaeologists (CIfA). The development shall be carried out in accordance with the agreed details.

REASON: To ensure and safeguard the investigation and recording of matters of archaeological/historical importance associated with the development.

(Mr Lorrimer and Mr Addy spoke in relation of the above application.)

Councillor Thompson returned to the meeting.

2. APPLICATION REF: 3/2019/0336 (LBC)
GRID REF: SD 374158 441524

DEVELOPMENT DESCRIPTION:

APPLICATION FOR LISTED BUILDING CONSENT FOR EXTERNAL ALTERATIONS TO THE BUILDING INCLUDING REPLACEMENT RAIN WATER GOODS, REPAIRS TO THE ROOF, INSTALLATION OF AN ADDITIONAL REAR GROUND FLOOR SHUTTER AND THE INSTALLATION OF REINFORCED GLAZING AT BOWLING GREEN CAFE CASTLE HILL CASTLE GROUNDS CLITHEROE BB7 1BG.

GRANTED subject to the imposition of the following condition(s):

1. The development must be begun not later than the expiration of three years beginning with the date of this permission.

REASON: Required to be imposed pursuant to Section 18 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

2. The works hereby permitted shall be carried out strictly in accordance with the amended plans and details received on 18th September 2019. For the avoidance of doubt the amended details include the use of a timber window frame and a revision to the site boundary.

REASON: For the avoidance of doubt since the proposal was the subject of agreed amendments.

3. Precise specifications of the proposed window shall have been submitted to and approved in writing by the Local Planning Authority before its use in the proposed works.

The window frame shall be painted within one month of its installation and retained as such in perpetuity.

REASON: In order to safeguard the special architectural and historic interest of the listed building.

4. Precise specifications of the proposed rainwater goods shall have been submitted to and approved in writing by the Local Planning Authority before their use in the proposed works.

REASON: In order to safeguard the special architectural and historic interest of the listed building.

3. APPLICATION REF: 3/2019/0671
GRID REF: SD 368832 434044

DEVELOPMENT DESCRIPTION:

CONSTRUCTION OF FOUR TWO-STOREY HOLIDAY COTTAGES AND FORMATION OF A SHORT LENGTH OF ACCESS ROAD AT DEWHURST FARM, LONGSIGHT ROAD, LANGHO BB6 8AD

DEFERRED to seek the submission of additional information to ensure that the development accords with the provisions of Policy DMG2 in respect of tourism. To be considered at a later Committee.

294

APPLICATIONS WITHDRAWN

<u>Plan No</u>	<u>Proposal</u>	<u>Location</u>
3/2019/0349	Removal of condition 8 (two right-hand windows shown on the north east elevation) from planning permission 3/2017/1112.	Trinity Methodist Church Wesleyan Row Parson Lane Clitheroe BB7 2JY
3/2019/0553	Demolition of existing single-storey lean-to extension to side and replacement with new two-storey extension to side and rear, including balcony to rear and Juliet balcony to side. Single storey extension to side of new two-storey extension. Relocation of front door and construction of new single-storey porch. Further alterations to fenestration at front and rear of existing dwelling including insertion of roof lights. Extension of domestic curtilage to provide new vehicular access and parking.	2 Moorend Cottages Ribchester Road Dinckley BB6 8AJ
3/2019/0626	Construction of a single storey extension.	Iron Forge, Whitewell Road, Cow Ark BB7 3DG

295

APPEALS UPDATE

<u>Application No and reason for appeal</u>	<u>Date Received/ Appeal Start Date</u>	<u>Site Address</u>	<u>Type of Appeal Procedure</u>	<u>Costs application received</u>	<u>Date of Inquiry or Hearing if applicable</u>	<u>Progress</u>
3/2018/0474 R of pp	09/07/2019	Great Mitton Hall Mitton Road Mitton BB7 9PQ	WR			Awaiting Decision
3/2018/0468 R of LBC	09/07/2019	Great Mitton Hall Mitton Road Mitton BB7 9PQ	WR			Awaiting Decision
3/2018/1020 R of pp	Awaiting start date from PINS	Calding Bank Cottage Whalley Old Rd Billington BB7 9JE	WR (to be confirmed)			
3/2018/0582 R of permission in principle	21/05/2019	Land to the south of Chatburn Old Rd Chatburn	Changed to Hearing Procedure		8/10/19 10.00am Cttee Rm 1	
3/2018/0479 R of pp	03/06/2019	74 Church Street Ribchester	HH			Appeal Dismissed 31/08/2019

<u>Application No and reason for appeal</u>	<u>Date Received/ Appeal Start Date</u>	<u>Site Address</u>	<u>Type of Appeal Procedure</u>	<u>Costs application received</u>	<u>Date of Inquiry or Hearing if applicable</u>	<u>Progress</u>
3/2018/1076 R of pp	16/07/2019	Sabden House Wesley Street Sabden	WR			Awaiting Decision
3/2018/1006 R of LBC	16/07/2019	Sabden House Wesley Street Sabden	WR			Awaiting Decision
3/2019/0117 R to discharge condition	29/07/2019	Susie Cottage Rimington Lane Rimington	WR			Awaiting Decision
3/2019/0241 R of pp	16/07/2019	23 Church Street Clitheroe	WR			Awaiting Decision
3/2019/0242 R of LBC	16/07/2019	23 Church Street Clitheroe	WR			Awaiting Decision
3/2018/1121 R of pp	09/08/2019	The Stables rear of King Street Whalley	WR			Awaiting Decision
3/2018/0507 R of outline PP	Awaiting start date from PINS	Land adj John Smith Playing Field, Chaigley Road, Longridge	Hearing (to be confirmed by PINS)			
3/2018/0685 R of pp	17/09/2019	Land off Whalley Rd Hurst Green (Adj Reed Deep)	WR			Statement due 22/10/2019
3/2019/0497 R of pp	Awaiting start date from PINS	DJP Domestic Appliances Ltd 1-3 King Lane Clitheroe	WR (to be confirmed by PINS)			
3/2019/0040 R of PIP	Awaiting start date from PINS	Land at Kingsmill Avenue Whalley	Hearing (to be confirmed by PINS)			
3/2019/0390 R of Prior Approval	Awaiting start date from PINS	Dutton Manor Mill Clitheroe Road Dutton	WR (to be confirmed by PINS)			

296 STRATEGIC HOUSING AND ECONOMIC NEEDS ASSESSMENT – CONSULTATION

The Director of Economic Development and Planning submitted a report for Committee's information on the progress of the Strategic Housing and Economic Needs Assessment (SHENA) and to agree a consultation programme. The Head of Regeneration and Housing reminded Members of a report at the meeting of this Committee on 1 August 2019, detailing the need to undertake a Strategic Housing and Economic Needs Assessment as a requirement for the housing evidence base. Particular reference was made to the importance of this work to inform the review of the update of the Local Plan and to provide an up to date

housing requirements beyond the five year anniversary date of the Core Strategy (14/12/19).

It was proposed that the draft study be published for consultation for a period of six weeks and comments invited from statutory consultees, the development industry and the public. This information will then be used to inform the finalisation of the recommended housing requirement for further consideration by the Council.

RESOLVED: That Committee note the conclusions identified in this report and agree to the publication of the draft report for consultation and that the Development Plan Working Group be asked to review the issues raised to inform the consideration of the updated housing requirement by this Committee.

297 LOCAL DEVELOPMENT SCHEME UPDATE

The Director of Economic Development and Planning submitted a report to inform Members of the updated Local Development Scheme (LDS) which sets out the anticipated timeframe for the Local Plan review.

The Head of Regeneration and Housing informed Members that following completion of the Local Plan, review work will commence on the production of the necessary evidence base documents to support the new Local Plan. This evidence base will be produced by a mixture of outsourcing the work to consultants (which will have associated cost implications) and in-house work.

RESOLVED: That Committee authorise the Director of Economic Development and Planning to publish the Local Development Scheme and progress work on the Local Plan update in consultation with the Development Plan Working Group.

298 APPROVAL OF INCREASE TO BUILDING CONTROL FEES 2019/20

The Chief Executive submitted a report for Committee to approve increased fees and charges in relation to building control services.

RESOLVED: That Committee approve the recommended increased fees and charges in relation to building control services from 1 November 2019.

299 LOCAL DEVELOPMENT FRAMEWORK - AUTHORITY MONITORING REPORT 2018/2019

The Director of Economic Development and Planning submitted a report for Committee's information to note the contents of the Authority Monitoring Report.

RESOLVED: That the report be noted.

300 HOUSING AND ECONOMIC DEVELOPMENT - DEVELOPMENT PLAN DOCUMENT INSPECTOR'S REPORT

The Director of Economic Development and Planning submitted a report for Committee's information to receive information on the receipt of the Inspector's report into the Examination in Public for the Housing and Economic Development DPD.

RESOLVED: That the report be noted.

301 APPEALS

There were no appeals.

302 REPORT FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from Representatives on Outside Bodies.

The meeting closed at 7.12pm.

If you have any queries on these minutes please contact Nicola Hopkins (414532).