

Minutes of Community Services Committee

Meeting Date: Tuesday, 22 October 2013, starting at 6.30pm
Present: Councillor R J Thompson (Chairman)

Councillors:

J E Alcock	G Mirfin
S Brunskill	M Robinson
S Carefoot	I Sayers
J Hill	J White
A M Knox	

In attendance: Director of Community Services, Head of Engineering Services, Head of Financial Services and Tourism and Events Officer.

Also in attendance: Councillor M Ranson and Councillor R Hargreaves.

374 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillors R Bennett, R Newmark, L Rimmer, G Scott and R Swarbrick.

375 MINUTES

The minutes of the meeting held on 3 September 2013 were approved as a correct record and signed by the Chairman.

Councillor White gave an update on Minute 236 with regard to Ribchester War Memorial.

376 DECLARATIONS OF INTEREST

There were no declarations of interest at the meeting.

377 PUBLIC PARTICIPATION

The Chairman welcomed Councillor Hargreaves in her role as Chair of Roefield Leisure and David Potts, Manager at Roefield Leisure. Councillor Hargreaves expressed some concern regarding the proposed increases in fees and charges. Mr Potts also gave a brief outline on how the increases to the Borough Council's fees and charges could impact on Roefield Leisure Centre users.

378 REVIEW OF FEES AND CHARGES

The Director of Resources submitted a report seeking Committee's approval on proposals to increase this Committee's fees and charges with effect from 1 April 2014. These proposals were the first stage in the review of this Committee's budget for the forthcoming 2014/15 financial year. The Council's fees and charges are reviewed on an annual basis and the Charges would be

implemented with effect from 1 April 2014 and would operate for the following financial year.

The Council's latest budget forecast allows for a 2.75% increase in the level of income raised from fees and charges. After applying this percentage increase, proposed charges had mainly been rounded up to the nearest 10p to minimise any problems with small change.

In September 2013 a report was taken to the Budget Working Group on the review of the Council's fees and charges for 2014/15 to get a steer on the level of increase that should be sought. At their meeting the Budget Working Group agreed with the guideline increase of 2.75% for the Council's fees and charges for 2014/2015, allowing for the roundings up. However they were minded that further consideration may be needed on whether this increase should also apply to car parking charges. A proposed level for fees and charges for implementation from the 1 April 2014 was included in the report for Committee's consideration.

With regard to car parking, it was highlighted that the total potential additional income from the proposed increase would be £13,500.

An additional appendix was also circulated in respect of trade refuse charges. A significant element of the increase in this charge relates to the recovery of disposal costs levied by the Lancashire County Council and these had only just been received.

Members gave further consideration as to whether car park charges should be increased and the long term implications of this.

RESOLVED: That Committee

1. approve the proposed list of charges as appended to the report for implementation with effect from 1 April 2014 including the trade refuse charges and with the exception of the car park charges which would be frozen for 2014/15;
2. a working group be formed to investigate the long term future of car park provision in the Ribble Valley; and
3. be minded to approve any request made from the Clitheroe Chamber of Trade and Commerce for free car parking on Saturdays in December before Christmas in Clitheroe.

379 UPDATE ON MERGED PLATFORM GALLERY AND VISITOR INFORMATION CENTRE

The Director of Community Services submitted a report updating Committee on the performance of the Platform Gallery and Visitor Information Centre since the merger of the services. The report also informed Committee of focus areas identified in an action plan to help develop and shape operational delivery in line

with the original business plan. The Director of Community Services reminded Committee that these two services had merged during the refurbishment of the facility in March/April 2012 and had opened to the public on Saturday, 5 May 2012. The challenge for the combined service was to create a new experience able to meet the expectations of clients who have been accustomed to enjoying a quality art/craft venue whilst accommodating the needs of visitors and residents requiring information, assistance and guidance within a restricted space.

Following various adjustments to the service, it was found that the combination was working satisfactorily although there were still several areas that required attention. These actions had been identified largely through the manager, supervisors and staff on site reflecting on the operation with a more concentrated approach on certain areas without incurring additional resources.

RESOLVED: That Committee endorsed the implementation of an action plan to enhance the service provided at the Platform Gallery and Visitor Information Centre.

380 ADDITIONAL CAPITAL APPROVAL – JOHN SMITH'S PLAYING FIELD

The Director of Community Services submitted a report asking Committee to consider a request for the addition of a capital scheme in the current year's capital programme. He reminded Committee that the Capital Programme for 2013-2016 was approved by Special Policy and Finance Committee on 12 February 2013 and Full Council on 5 March 2013.

John Smith's playing field was one of three of the borough's parks awarded Diamond Jubilee Status to commemorate the Diamond Jubilee of Her Majesty Queen Elizabeth II. Plaques featuring Deeds of Dedication had been installed at the entrance of the parks giving them protected status as recreational outdoor spaces for future generations.

After a recent independent inspection, the current play equipment at John Smith's Playing Field had been deemed no longer fit for purpose and was in need of a complete replacement. The Longridge Social Enterprise Company had been involved in general environmental improvements throughout the time and they had identified improvement works at John Smith's Playing Field as a priority for the town. External funding of £20,226 had already been secured from the SITA Trust. A further £4,195 was required to fund the replacement of the existing play equipment and this could be met from existing budgets.

RESOLVED: That Committee approve the Capital Scheme for improvements to play equipment at John Smith's Playing Fields, Longridge, totalling £24,420 into the current year's Capital Programme subject to approval by Policy and Finance Committee.

381 CAPITAL MONITORING 2013/14

The Director of Resources submitted a report for Committee's information relating to the progress of the approved Capital Programme for the period April to

September 2013 with regards to schemes which fall under the responsibility of this Committee.

RESOLVED: That the report be noted.

382 REVENUE MONITORING 2013/14

The Director of Resources submitted a report for Committee's information on the position for the first six months of this year's revenue budget as far as this Committee was concerned.

RESOLVED: That the report be noted.

383 UPDATE ON TOURISM AND EVENTS

The Director of Community Services submitted a report updating Committee on tourism activities. This was a detailed report which included headline data, marketing and promotion, press and PR, relationships, travel trade, celebrations, tourism developments, visitor information, events and support.

RESOLVED: That the report be noted.

384 GENERAL REPORT OF THE DIRECTOR OF COMMUNITY SERVICES

The Director of Community Services submitted a report informing Committee of the progress with regard to waste paper collection, Health and Safety Executive inspection of the refuse and recycling collection service, the larger green bin scheme, comingled waste audit, guidance on the treatment of leaves recovered through the street cleansing operation and sports and arts development.

RESOLVED: That the report be noted.

385 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

a) Armed Forces Community Covenant

Councillor J White gave a detailed update informing Committee of the changes made to Section 4 of the Ribble Valley Borough Council Armed Forces Community Covenant as at 5 September 2013. He highlighted several areas where the Council are supporting members of the Armed Forces.

RESOLVED: That the report be noted.

386 EXCLUSION OF PRESS AND PUBLIC

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

387 OFF-STREET PARKING ENFORCEMENT – PROVISION OF BACK OFFICE SUPPORT

The Director of Community Services submitted a report updating Committee regarding the back office support service provided by Chipside Ltd in connection with off-street parking enforcement and seeking approval to extend the existing arrangements for a further 2 years. He reminded Committee that the agreement was for an initial period of 5 years which ends on 4 September 2014 with an option to extend for an additional 2 years.

Chipside had provided a good reliable and economic back office service for the last 4 years of operations and the officers representing the group of participating Councils were mindful to continue the arrangement and extend the agreement to September 2016. Under the terms of the agreement it was incumbent upon the Council to notify Chipside of their wish to exercise the option of extending 1 year before the expiry of the initial 5 year period.

RESOLVED: That Committee agree to the extension of the current arrangements with Chipside Ltd for a further 2 years to September 2016 at the proposed cost of £3.09/PCN.

388 PROPOSALS RECEIVED FOR CLITHEROE FOOD FESTIVAL 2014

The Director of Resources submitted a report asking Committee to consider the Council's involvement in, and support for the 2014 Clitheroe Food Festival and the proposals received from the Clitheroe Festival of Food Ltd.

The Head of Financial Services reminded Committee that they had agreed to the proposals of the Clitheroe Festival of Food Ltd for the festival in 2013 on condition that the Council would take the lead in organising the event, control the budget and that any future financial concerns were reconsidered by this Committee.

It had also been recently resolved to support the 2014 festival in principle subject to clarification on roles and responsibilities which would need to be considered. He outlined the Council's involvement in the 2013 food festival with regards to budgets and other tasks carried out by Council staff which had ensured that the festival ran efficiently and effectively.

He then went on to outline the proposal received from the Clitheroe Festival of Food Ltd for the 2014 festival for Committee to consider.

Councillor M Ranson as the Chairman of the Clitheroe Festival of Food Ltd was given permission to address the Committee.

RESOLVED: That Committee

1. agree to the Council again being the main lead for the 2014 food festival and also to provide the same level of support both in terms of financial and officer support;

2. agree to waive Standing Orders and appoint Lancashire Bites for the 2014 festival at a fee of £13,000;
3. agree to look further at the extent to which incentives be attached to the fee for organising future events; and
4. ask that the Council's involvement should be publicised for the 2014 festival as "in association with RVBC".

The meeting closed at 7.52pm.

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