



# Ribble Valley Borough Council

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Members of the Council are hereby summoned to attend a meeting of the Council to be held in the **TOWN HALL, CHURCH STREET, CLITHEROE** on **TUESDAY, 29 APRIL 2014** at **6.30PM**.

CHIEF EXECUTIVE  
22 April 2014

## **BUSINESS**

### Part I – items of business to be discussed in public

1. Apologies for absence.
2. Declarations of interest.
3. Public participation session.
4. To confirm the minutes of the meeting of **Council** held on **4 March 2014**.
5. Mayoral Communications.
6. Long Service Awards.
7. Leader's Report and Question Time.
8. To receive and consider, where appropriate, the minutes of the following Committee meetings now circulated (items marked \*\*\* are referred to Council for decision).

<b>COMMITTEE MEETINGS: 4 MARCH 2014 TO 2 APRIL 2014</b>			
<b>COMMITTEES</b>	<b>DATE OF MEETING</b>	<b>PAGE</b>	<b>MINUTE NO'S</b>
COUNCIL	4 MARCH	1 – 13	619 – 628
COMMUNITY COMMITTEE	11 MARCH	14 – 20	629 – 637
LICENSING COMMITTEE	18 MARCH	21 – 22	638 – 644
PERSONNEL COMMITTEE	19 MARCH	23 – 25	645 – 656
HEALTH & HOUSING COMMITTEE	20 MARCH	26 – 29	657 – 671
POLICY & FINANCE COMMITTEE	25 MARCH	30 – 38	672 – 695
PARISH COUNCIL LIAISON COMMITTEE	27 MARCH	39 – 43	696 – 701
ACCOUNTS & AUDIT COMMITTEE	2 APRIL	44 – 47	702 – 715

<b>COMMITTEE MEETINGS: 4 MARCH 2014 TO 2 APRIL 2014</b>			
<b>COMMITTEES</b>	<b>DATE OF MEETING</b>	<b>PAGE</b>	<b>MINUTE NO'S</b>
PLANNING & DEVELOPMENT COMMITTEE	10 APRIL	48 – 80	716 - 735

Part II - items of business **not** to be discussed in public

None.

**NOTES:**

1. Questions (attention is drawn to Standing Orders 9, 10 and 12).
  - (i) A Member may ask the Mayor or the Chairman of any Committee any question on any matter where the Council has powers or duties or which affects the Borough. A question must either be given to the Chief Executive by noon on the Friday before the meeting or relate to urgent business in which case agreement of the Mayor to the question being put shall be required and, where possible, a copy of the question will be given to the Chief Executive before 10.00am on the day of the meeting.
  - (ii) Any Member may ask a question or make a comment on any minute before the Council, provided that he or she does not speak for more than five minutes in total on the minutes of a particular Committee. The Chairman may decline to answer a question unless written notice of the question has been given to the Chief Executive by noon on the Friday before the meeting.
  - (iii) Any Member may ask questions of the Leader of the Council on matters relating to the general work of the Council which do not fall within the remit of any particular Committee. Notice in writing specifying the nature of the question in sufficient detail to enable a reply to be prepared must be given to the Chief Executive by not later than noon on the day before the Council meeting.

## Minutes of Meeting of the Council

Meeting Date: Tuesday, 4 March 2014, starting at 6.30pm  
Present: Councillor R Sherras (Chairman)

### Councillors:

P Ainsworth	S Knox
J E Alcock	G Mirfin
R Bennett	R Newmark
S Bibby	E M H Ranson
I Brown	L Rimmer
S Brunskill	M Robinson
S Carefoot	J Rogerson
R J Elms	C Ross
J B Hill	I Sayers
T Hill	G Scott
B Hilton	J Shervey
K Hind	D T Smith
S A Hirst	D Taylor
J Holgate	R J Thompson
S Hore	N C Walsh
K Horkin	J White
A M Knox	A Yearing

In attendance: Chief Executive, Director of Community Services, Director of Resources, Head of HR, Head of Legal and Democratic Services.

### 619 PRAYERS

The Mayor's Chaplain, the Reverend D Isaacs, opened the meeting with prayers.

### 620 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillors R Hargreaves, R Moores, R Swarbrick, M Thomas.

### 621 COUNCIL MINUTES

The minutes of the meeting of the Council held on 10 December 2013 were confirmed as a correct record and signed by the Chairman.

### 622 PUBLIC PARTICIPATION

There were no items of public participation.

### 623 MAYORAL COMMUNICATIONS

The Mayor reported on some 32 events that he had attended since the last meeting. This included a wide range of events over the Christmas period and on New Year's Day a visit to a couple who were celebrating their Platinum Wedding

Anniversary. He had also welcomed Princess Alexandra to the Valley when she attended an event for one of her charities in Longridge. He had also recently attended the GRAB final at The Grand which once again highlighted the talent amongst young people in the valley.

He reported on his attendance at a Holocaust Memorial Service in Preston Minster and an Accrington Pals Memorial Service in Accrington Parish Church.

It was also noted that a photo-shoot had taken place recently to commemorate the 40<sup>th</sup> anniversary of the formation of the borough of Ribble Valley.

Finally he thanked staff and Members for the organisation and their attendance at a charity evening at La Locanda restaurant in Gisburn which had been a hugely successful evening raising just over £4,000 for the mayoral charities.

#### 624 BUDGET CONSULTATION WITH NATIONAL NON-DOMESTIC RATE PAYERS

Consideration was given to the report of the Director of Resources referring to a meeting which had taken place with representatives of non-domestic rate payers on the Council's budget proposals. The meeting had been attended by Mr Atherton of Whalley Chamber of Trade.

RESOLVED: That Members receive the report.

#### 625 REVENUE BUDGET 2014/15

Consideration was given to the written report of the Director of Resources concerning the budget for 2014/15 and the setting of the different amounts of Council Tax for different parts of the Council's area where special items applied (Parish Precepts).

Enclosed with the report was the budget summary for the financial year 2014/15 which contained details of revenue and capital requirements. Approval of the budget proposals contained in the report was proposed by Councillor S Hirst and seconded by Councillor Hore.

In his budget speech the Leader reminded Members of some of the significant issues that the Council had faced when preparing the 2014/15 budget, including the introduction of new local Council Tax support schemes to replace Council Tax benefit, fundamental changes to how the Council will be funded for business rates and the continuation of further cuts in Central Government funding.

The Leader confirmed that the Budget Working Group had met regularly throughout last year and had carefully considered the pressures facing the Council. They had also looked at areas where the Council needed to invest more resources in order to improve performance. The Leader was pleased to announce that the budget included a continued freeze on all car parking charges (and noted that short stay charges had not been increased since 2008) in the borough to support local traders and the tourism industry in the current difficult economic climate. He was also delighted that the budget included proposals for a three year capital programme amounting to almost £2m. The Leader expressed his thanks for the time and effort committees, officers and the Budget

Working Group had dedicated to achieving the budget as presented which had resulted in an excellent budget for the Council and the residents of the borough. He was confident that the budget presented an appropriate balance between maintaining valuable services whilst achieving significant savings.

RESOLVED: That the Council

1. approve the following submitted by the Policy and Finance Committee and included in the summary budget book:
  - a) the revised estimates for 2013/14 and the revenue estimates for 2014/15;
  - b) the revised capital programme for 2013/14 and the forward capital programme for 2014/17.
2. approve the Prudential indicators, borrowing limits and MRP policy statement as set out in Annex 1 of the report;
3. note that under delegated powers in accordance with Section 84 of the Local Government Finance Act 2003, the Council determine the following amounts for 2014/15, in accordance with the Local Authorities (Calculation of Council Tax Base) Regulation 1992 (as amended) as its Council Tax base for the year:
  - a) 21,391 being the amount of its Council Tax Base for the whole district [item T in the formula in Section 31B of the Local Government Finance Act 1992 as amended (the Act)]; and
  - b)

<b>Parish Area</b>	<b>Tax base</b>
Aighton, Bailey & Chaigley	431
Balderstone	195
Bashall Eaves, Great Mitton & Little Mitton	198
Billington & Langho	1,994
Bolton by Bowland, Gisburn Forest & Sawley	478
Bowland Forest (High)	67
Bowland Forest (Low)	82
Bowland with Leagram	82
Chatburn	363
Chipping	472
Clayton le Dale	498
Clitheroe	4,649
Dinckley	46
Downham	52

<b>Parish Area</b>	<b>Tax base</b>
Dutton	106
Gisburn	191
Grindleton	342
Horton	48
Hothersall	75
Longridge	2,584
Mearley	8
Mellor	995
Newsholme	19
Newton	143
Osbaldeston	106
Paythorne	42
Pendleton	105
Ramsgreave	267
Read	537
Ribchester	641
Rimington & Middop	217
Sabden	508
Salesbury	174
Simonstone	490
Slaidburn & Easington	151
Thornley with Wheatley	161
Twiston	34
Waddington	438
West Bradford	355
Whalley	1,423
Wilpshire	1,070
Wiswell	513
Worston	41
	<b>21,391</b>

being the amounts calculated by the Council, in accordance with Regulation 6 of the regulations, as the amounts of its council tax base for the year for dwellings in those parts of its area to which one or more special items relate.

4. Calculate that the Council Tax requirement for the Council's own purposes for 2014/15 (excluding Parish precepts) is £3,009,500.

5. Calculate the following amounts for 2014/15, in accordance with Sections 31 to 36 of the Act:
- a) £25,926,900 Being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils.
  - b) £22,557,768 Being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
  - c) £3,369,132 Being the amount by which the aggregate at 5(a) above exceeds the aggregate at 5(b) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year. (Item R in the formula in Section 31B of the Act).
  - d) £157.50 Being the amount at 5(c) above (Item R), all divided by Item T (5(a) above), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish precepts).
  - e) £359,632 Being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act.
  - f) £140.69 Being the amount at 5(d) above less the result given by dividing the amount at 5(e) above by Item T (5(a) above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates.
  - g) Aggregate of the basic amount of council tax for Ribble Valley Borough Council and Parish precept for Band D properties:

<b>Parts of the Council's area</b>	<b>£</b>
Aighton, Bailey & Chaigley	151.71
Balderstone	147.07
Bashall Eaves, Great Mitton & Little Mitton	146.27
Billington & Langho	148.21
Bolton by Bowland, Gisburn Forest & Sawley	172.07
Bowland Forest Higher	173.03
Bowland Forest Lower	155.32
Bowland with Leagram	146.79
Chatburn	167.05
Chipping	153.19
Clayton le Dale	146.57
Clitheroe	159.49
Dutton	145.37
Gisburn	160.23
Grindleton	162.62
Hothersall	150.69
Longridge	163.25
Mellor	155.06
Newton	157.64
Osbaldeston	147.29
Pendleton	152.72
Ramsgreave	147.93
Read	154.85
Ribchester	152.35
Rimington & Middop	159.12
Sabden	169.58
Salesbury	168.28
Simonstone	157.02
Slaidburn & Easington	152.28
Thornley with Wheatley	150.01
Waddington	171.51
West Bradford	157.79
Whalley	162.50
Wilpshire	154.76
All other parts of the Council's area	140.69



Being the amount given by adding to the amount at 5(f) above to the amounts of the special item or items relating to dwellings in those parts of the Council's area mentioned above divided in each case by the amount contained in 3(b), calculated by the Council, in accordance with Section 34(3) of the Act, as the basic amounts of its council tax for the year for dwellings in those parts of its area to which one or more special items relate.

- h) Aggregate of the basic amount of council tax for Ribble Valley Borough Council and Parish precept for Band D properties by valuation band:

VALUATION BANDS								
	A £	B £	C £	D £	E £	F £	G £	H £
Aighton, Bailey & Chaigley	101.14	118.00	134.86	151.71	185.42	219.14	252.85	303.42
Balderstone	98.04	114.39	130.73	147.07	179.75	212.44	245.11	294.14
Bashall Eaves, Great Mitton & Little Mitton	97.51	113.77	130.02	146.27	178.77	211.28	243.78	292.54
Billington & Langho	98.80	115.28	131.74	148.21	181.14	214.08	247.01	296.42
Bolton by Bowland, Gisburn Forest & Sawley	114.71	133.84	152.95	172.07	210.30	248.55	286.78	344.14
Bowland Forest Higher	115.35	134.58	153.81	173.03	211.48	249.93	288.38	346.06
Bowland Forest Lower	103.54	120.81	138.06	155.32	189.83	224.35	258.86	310.64
Bowland with Leagram	97.86	114.17	130.48	146.79	179.41	212.03	244.65	293.58
Chatburn	111.36	129.93	148.49	167.05	204.17	241.30	278.41	334.10
Chipping	102.12	119.15	136.17	153.19	187.23	221.28	255.31	306.38
Clayton le Dale	97.71	114.00	130.29	146.57	179.14	211.71	244.28	293.14
Clitheroe	106.32	124.05	141.77	159.49	194.93	230.38	265.81	318.98
Dinckley	93.79	109.43	125.06	140.69	171.95	203.22	234.48	281.38
Downham	93.79	109.43	125.06	140.69	171.95	203.22	234.48	281.38
Dutton	96.91	113.07	129.22	145.37	177.67	209.98	242.28	290.74
Gisburn	106.82	124.63	142.43	160.23	195.83	231.44	267.05	320.46
Grindleton	108.41	126.49	144.55	162.62	198.75	234.90	271.03	325.24
Horton	93.79	109.43	125.06	140.69	171.95	203.22	234.48	281.38
Hothersall	100.46	117.21	133.95	150.69	184.17	217.66	251.15	301.38
Longridge	108.83	126.98	145.11	163.25	199.52	235.81	272.08	326.50
Mearley	93.79	109.43	125.06	140.69	171.95	203.22	234.48	281.38
Mellor	103.37	120.61	137.83	155.06	189.51	223.98	258.43	310.12
Newsholme	93.79	109.43	125.06	140.69	171.95	203.22	234.48	281.38

VALUATION BANDS								
	A £	B £	C £	D £	E £	F £	G £	H £
Newton	105.09	122.61	140.13	157.64	192.67	227.70	262.73	315.28
Osbaldeston	98.19	114.56	130.93	147.29	180.02	212.75	245.48	294.58
Paythorne	93.79	109.43	125.06	140.69	171.95	203.22	234.48	281.38
Pendleton	101.81	118.79	135.75	152.72	186.65	220.60	254.53	305.44
Ramsgreave	98.62	115.06	131.50	147.93	180.80	213.68	246.55	295.86
Read	103.23	120.44	137.65	154.85	189.26	223.67	258.08	309.70
Ribchester	101.56	118.50	135.42	152.35	186.20	220.06	253.91	304.70
Rimington & Middop	106.08	123.76	141.44	159.12	194.48	229.84	265.20	318.24
Sabden	113.05	131.90	150.74	169.58	207.26	244.95	282.63	339.16
Salesbury	112.18	130.89	149.58	168.28	205.67	243.07	280.46	336.56
Simonstone	104.68	122.13	139.58	157.02	191.91	226.81	261.70	314.04
Slaidburn & Easington	101.52	118.44	135.36	152.28	186.12	219.96	253.80	304.56
Thornley with Wheatley	100.00	116.68	133.34	150.01	183.34	216.68	250.01	300.02
Twiston	93.79	109.43	125.06	140.69	171.95	203.22	234.48	281.38
Waddington	114.34	133.40	152.46	171.51	209.62	247.74	285.85	343.02
West Bradford	105.19	122.73	140.26	157.79	192.85	227.92	262.98	315.58
Whalley	108.33	126.39	144.45	162.50	198.61	234.72	270.83	325.00
Wilpshire	103.17	120.37	137.57	154.76	189.15	223.54	257.93	309.52
Wiswell	101.59	118.53	135.46	152.39	186.25	220.12	253.98	304.78
Worston	93.79	109.43	125.06	140.69	171.95	203.22	234.48	281.38

being the amounts given by multiplying (as appropriate) the amounts at 5(f) or 5(g) by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

6. Note, that for 2014/15 Lancashire County Council has stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below.

Valuation Bands							
A £	B £	C £	D £	E £	F £	G £	H £
738.49	861.58	984.66	1,107.74	1,353.90	1,600.07	1,846.23	2,215.48

7. Note, that for 2014/15 the Police and Crime Commissioner for Lancashire has stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below.

<b>Valuation Bands</b>							
<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>
<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
103.97	121.30	138.63	155.96	190.62	225.28	259.93	311.92

8. Note, that for 2014/15 Lancashire Combined Fire Authority has stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below.

<b>Valuation Bands</b>							
<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>
<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
42.43	49.51	56.58	63.65	77.79	91.94	106.08	127.30

9. Having calculated the aggregate in each case of the amounts at 5(h), 6, 7 and 8 above, the Council, in accordance with Section 30(2) of the Act, hereby sets the following amounts as the amounts of council tax for 2014/15 for each of the categories of dwellings shown below:

<b>VALUATION BANDS</b>								
	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Aighton, Bailey & Chaigley	986.03	1,150.39	1,314.73	1,479.06	1,807.73	2,136.43	2,465.09	2,958.12
Balderstone	982.93	1,146.78	1,310.60	1,474.42	1,802.06	2,129.73	2,457.35	2,948.84
Bashall Eaves, Great Mitton & Little Mitton	982.40	1,146.16	1,309.89	1,473.62	1,801.08	2,128.57	2,456.02	2,947.24
Billington & Langho	983.69	1,147.67	1,311.61	1,475.56	1,803.45	2,131.37	2,459.25	2,951.12
Bolton by Bowland, Gisburn Forest & Sawley	999.60	1,166.23	1,332.82	1,499.42	1,832.61	2,165.84	2,499.02	2,998.84
Bowland Forest Higher	1,000.24	1,166.97	1,333.68	1,500.38	1,833.79	2,167.22	2,500.62	3,000.76
Bowland Forest Lower	988.43	1,153.20	1,317.93	1,482.67	1,812.14	2,141.64	2,471.10	2,965.34
Bowland with Leagram	982.75	1,146.56	1,310.35	1,474.14	1,801.72	2,129.32	2,456.89	2,948.28
Chatburn	996.25	1,162.32	1,328.36	1,494.40	1,826.48	2,158.59	2,490.65	2,988.80

VALUATION BANDS								
	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Chipping	987.01	1,151.54	1,316.04	1,480.54	1,809.54	2,138.57	2,467.55	2,961.08
Clayton le Dale	982.60	1,146.39	1,310.16	1,473.92	1,801.45	2,129.00	2,456.52	2,947.84
Clitheroe	991.21	1,156.44	1,321.64	1,486.84	1,817.24	2,147.67	2,478.05	2,973.68
Dinckley	978.68	1,141.82	1,304.93	1,468.04	1,794.26	2,120.51	2,446.72	2,936.08
Downham	978.68	1,141.82	1,304.93	1,468.04	1,794.26	2,120.51	2,446.72	2,936.08
Dutton	981.80	1,145.46	1,309.09	1,472.72	1,799.98	2,127.27	2,454.52	2,945.44
Gisburn	991.71	1,157.02	1,322.30	1,487.58	1,818.14	2,148.73	2,479.29	2,975.16
Grindleton	993.30	1,158.88	1,324.42	1,489.97	1,821.06	2,152.19	2,483.27	2,979.94
Horton	978.68	1,141.82	1,304.93	1,468.04	1,794.26	2,120.51	2,446.72	2,936.08
Hothersall	985.35	1,149.60	1,313.82	1,478.04	1,806.48	2,134.95	2,463.39	2,956.08
Longridge	993.72	1,159.37	1,324.98	1,490.60	1,821.83	2,153.10	2,484.32	2,981.20
Mearley	978.68	1,141.82	1,304.93	1,468.04	1,794.26	2,120.51	2,446.72	2,936.08
Mellor	988.26	1,153.00	1,317.70	1,482.41	1,811.82	2,141.27	2,470.67	2,964.82
Newsholme	978.68	1,141.82	1,304.93	1,468.04	1,794.26	2,120.51	2,446.72	2,936.08
Newton	989.98	1,155.00	1,320.00	1,484.99	1,814.98	2,144.99	2,474.97	2,969.98
Osbaldeston	983.08	1,146.95	1,310.80	1,474.64	1,802.33	2,130.04	2,457.72	2,949.28
Paythorne	978.68	1,141.82	1,304.93	1,468.04	1,794.26	2,120.51	2,446.72	2,936.08
Pendleton	986.70	1,151.18	1,315.62	1,480.07	1,808.96	2,137.89	2,466.77	2,960.14
Ramsgreave	983.51	1,147.45	1,311.37	1,475.28	1,803.11	2,130.97	2,458.79	2,950.56
Read	988.12	1,152.83	1,317.52	1,482.20	1,811.57	2,140.96	2,470.32	2,964.40
Ribchester	986.45	1,150.89	1,315.29	1,479.70	1,808.51	2,137.35	2,466.15	2,959.40
Rimington & Middop	990.97	1,156.15	1,321.31	1,486.47	1,816.79	2,147.13	2,477.44	2,972.94
Sabden	997.94	1,164.29	1,330.61	1,496.93	1,829.57	2,162.24	2,494.87	2,993.86
Salesbury	997.07	1,163.28	1,329.45	1,495.63	1,827.98	2,160.36	2,492.70	2,991.26
Simonstone	989.57	1,154.52	1,319.45	1,484.37	1,814.22	2,144.10	2,473.94	2,968.74
Slaidburn & Easington	986.41	1,150.83	1,315.23	1,479.63	1,808.43	2,137.25	2,466.04	2,959.26
Thornley with Wheatley	984.89	1,149.07	1,313.21	1,477.36	1,805.65	2,133.97	2,462.25	2,954.72
Twiston	978.68	1,141.82	1,304.93	1,468.04	1,794.26	2,120.51	2,446.72	2,936.08
Waddington	999.23	1,165.79	1,332.33	1,498.86	1,831.93	2,165.03	2,498.09	2,997.72
West Bradford	990.08	1,155.12	1,320.13	1,485.14	1,815.16	2,145.21	2,475.22	2,970.28
Whalley	993.22	1,158.78	1,324.32	1,489.85	1,820.92	2,152.01	2,483.07	2,979.70
Wilpshire	988.06	1,152.76	1,317.44	1,482.11	1,811.46	2,140.83	2,470.17	2,964.22
Wiswell	986.48	1,150.92	1,315.33	1,479.74	1,808.56	2,137.41	2,466.22	2,959.48
Worston	978.68	1,141.82	1,304.93	1,468.04	1,794.26	2,120.51	2,446.72	2,936.08

## LEADER'S REPORT

The Leader began by expressing his gratitude to the Council for its support of the budget just approved. He was pleased that the Council had succeeded in freezing its Council Tax for the fifth year running within a balanced budget that protected core services and jobs for the year ahead. He was also mindful of continuing financial pressures for the coming years. He thanked Members and officers for their work on the budget and in particular the Director of Resources.

The Leader then went on to clarify the latest position in respect of the Core Strategy. He stressed that the Core Strategy had not been rejected but that the Inspector had requested that the Council undertake pieces of work in relation to certain aspects of the document. Following completion of this work and a further period of consultation, the Leader anticipated that the Council would be in a position to adopt its Core Strategy within a matter of months.

The Leader noted frustrations and disappointment in relation to the Inspector's report in the recent Barrow Lands appeal. The Leader said that it was important to examine carefully the details of the report and consider its implications. In order that this could be done with the fullest amount of information available he believed that the Council should, in this instance, seek Counsel's legal advice in relation to the statutory review procedure contained in the legislation. He confirmed that he had asked the Chief Executive, in consultation with himself and the Chairman and Vice Chairman of Planning and Development Committee to make the appropriate arrangements.

Finally the Leader noted that as the Council approached the fortieth anniversary of its inception, there would be an opportunity to focus on many of the Council's past achievements and its ambitions and objectives for the future. He went on to congratulate the waste collection service and staff who had recently been cited nationally as an example of best practice in the Government's guidance on refuse collection. The Secretary of State had praised Ribble Valley for its maintenance of a weekly service despite (covering one of the largest rural areas in the country) and maintaining a satisfaction rate of over 90%. He praised the Director of Community Services, his team and the Chairman and Members of Community Services Committee for their efforts in developing and delivering an excellent waste collection service for the borough.

## LEADER'S QUESTION TIME

The Leader of the Opposition, Councillor A Knox, asked if the Leader could confirm what the Council's priorities were in relation to addressing manmade climate change.

The Leader thanked Councillor Knox for his question and stated that the Council primarily sought to resist man made climate change through its planning policies. He referred to Key Statement EN3: Sustainable Development and Climate Change in the Council's draft Core Strategy that explained the Council's expectations that developers would demonstrate use of sustainable development principals and sustainable construction methods. He also noted that Policy DME5 of the draft Strategy recognised the Council's requirement for energy

provision to large developments to include at least a 10% supply for renewable or low carbon sources.

The Leader went on to confirm that great progress had been made in reducing the Council's own carbon footprint in recent times, where a range of measures had been introduced to improve the energy efficiency of Council buildings eg use of high frequency lighting installations, migrating to LED lighting and improved insulation and replacement of main boilers and flues to improve efficiency of combustion. He also reported improvements that had been made to optimise fuel consumption and reduce mileage on Council vehicles.

Next Councillor Knox asked when the proposed Dog Control Orders that were currently out to consultation would come into force.

The Leader confirmed that a date for the Orders coming into force had not yet been set. A report was due to be taken to the next Community Services Committee in May that would report upon the results of the consultation and set out a procedure for Committee to make the Orders.

Finally Councillor Knox asked how much it cost to run the Council's website every month. The Leader reported that the cost of running the Council's website covered a number of elements including hardware, annual support fees and also staff time in its on-going maintenance. The annual support fee from the Council's Content Management System provider was currently £5,760 per annum. Staff costs could not readily be quantified. The Council's ICT and Web Administrator undertook a number of duties in addition to website support. There were also 29 content editors across departments who were responsible for the day to day upkeep of information contained across the Council's many web pages.

628 COMMITTEE MINUTES

(i) Planning and Development Committee – 12 December 2013

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

(ii) Community Services Committee – 14 January 2014

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

(iii) Planning and Development Committee – 16 January 2014

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

(iv) Licensing Committee – 21 January 2014

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

(v) Personnel Committee – 22 January 2014

RESOLVED: That the minutes of the above meeting be approved with the exception of minute number 548.

MINUTE 548 – ANNUAL PAY POLICY STATEMENT

RESOLVED: That the Annual Pay Policy Statement 2014/15 be approved.

(vi) Health and Housing Committee – 23 January 2014

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

(vii) Policy and Finance Committee – 28 January 2014

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

(viii) Parish Council Liaison Committee – 30 January 2014

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

(ix) Special Policy and Finance Committee – 11 February 2014

RESOLVED: That the minutes of the above meeting be approved with the exception of minute number 601 (resolution 2).

(Councillor Carefoot declared an interest in respect of minute number 601 and left the meeting.)

MINUTE 601 (RESOLUTION 2) – COUNCIL TAX PREMIUM

RESOLVED: That the Council Tax premium of 50% on long term empty properties (over 2 years) be removed.

(Councillor Carefoot returned to the meeting.)

(x) Planning and Development Committee – 13 February 2014

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

The meeting closed at 7.43pm.

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

## Minutes of Community Services Committee

Meeting Date: Tuesday, 11 March 2014, starting at 6.30pm  
Present: Councillor R J Thompson (Chairman)

Councillors:

J E Alcock	L Rimmer
S Brunskill	M Robinson
S Carefoot	I Sayers
A M Knox	G Scott
G Mirfin	R Swarbrick
R Newmark	J White

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

### 629 APOLOGIES

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

The Chairman welcomed Mark Beveridge new Head of Service for Cultural and Leisure Services to the meeting.

### 630 MINUTES

The minutes of the meeting held on 14 January 2014 were approved as a correct record and signed by the Chairman.

### 631 DECLARATIONS OF INTEREST

Councillor J White declared a non-pecuniary interest in agenda Item 5 regarding the recreational grants as he is a Governor of Longridge High School.

### 632 PUBLIC PARTICIPATION

There was no public participation.

### 633 Grants – Recreational/Sporting Excellence/Arts Excellence

The Director of Community Services submitted a report presenting the recommendations of the Working Group in relation to the allocation of grants under the Recreation/Culture Individual Sporting Excellence and Individual Arts Excellence Schemes. He reminded Committee of the purpose of the various grants in that they were to either provide voluntary organisations with support for events/projects that enhance recreation and cultural provision or to assist talented sports men and women in their children's sport or art.

Councillors asked questions with regard to specific applications that had been made and were supportive of the Working Groups recommendations. It was felt however that it was an appropriate time to reassess the criteria for the various



grants and it was suggested that the established Working Group be asked to carry out this task along with the newly appointed Head of Cultural and Leisure Services.

RESOLVED: That Committee

1. endorse the recommendations of the Working Group as outlined in the appendices; and
2. agree that the Working Group be asked to revise the criteria for the grants in time for 2015/16.

634 LEASE OF LAND AT RIBCHESTER TO ACCOMMODATE A WAR MEMORIAL

The Director of Community Services submitted a report asking Committee to consider granting a Lease to Ribchester Parish Council for land on which to site a War Memorial.

He reminded Committee that they had approved a request in principle from the Ribchester War Memorial Association to site a War Memorial on Council land adjacent to the Greenside Car Park in Ribchester and that delegated authority had been given to continue with negotiations regarding a licence for the land and other issues. The licence for the use and occupation of the land was duly offered to the Ribchester Parish Council as a body with legal standing. However the War Memorial Association had submitted an application to the Charities Commission to secure charitable status and also to seek a financial contribution to the funding of the War Memorial. The Charities Commission were unable to progress the application for funding as it was considered that an annual licence was insufficient surety for the investment of their funds.

The Ribchester War Memorial Association had therefore requested that Ribble Valley Borough Council consider granting a lease of 99 years for the occupation of the site which would offer the improved security of tenure that would satisfy the Charities Commission. An arrangement was proposed where a lease for the land is offered to the Ribchester Parish Council who subsequently offer a sub-lease to the War Memorial Association. This chain lease arrangement would then protect the Borough Council from any on-going responsibility for the memorial once it was constructed as this would be done through the Parish Council.

RESOLVED: That Committee authorises the Director of Community Services in consultation with the Chair of Committee to negotiate a Lease not exceeding 99 years with the Ribchester Parish Council that would facilitate the construction and maintenance of a War Memorial as provided by the Ribchester War Memorial Association on the Borough Council land adjacent to the Greenside Car Park.

635 PLATFORM GALLERY AND VISITOR INFORMATION CENTRE REVIEW

The Director of Community Services submitted a report providing Committee with an update on the operation of the merged Platform Gallery with the Visitor Information Centre. The report also outlined operational and administrative issues that had emerged and proposals to help alleviate the problems and improve the delivery of the service.

Although visitor numbers had increased there had not been an increase in income from commission based sales and it was now considered to be an appropriate time to address some issues which would help crystallise the focus and purpose of the facility. These issues included operational staff cover, a reduction in the current level of artists supplying products for sale on commission, the number of lines being carried, a reduction in the number of lines being carried within bought stock, consideration of the use of the designated area for educational workshops and Sunday opening.

From the experimental opening on Sundays there was no evidence in terms of visits or income generation to suggest that Sunday opening is financially worthwhile. However Committee felt strongly that the facility should at least be open at Bank Holiday weekends and on Sundays in December. Working closely with the Chamber of Trade in Clitheroe to make the town a more attractive place to visit on a Sunday was imperative. Committee also suggested that leaflets could be placed in the shops that do open on a Sunday.

RESOLVED: That Committee

1. approve the operational measures as identified in the report and agree to their implementation with the change in opening hours commencing from 1 April 2014; and
2. are minded to approve a further limited trial of Sunday opening following a consultation with the Chamber of Trade to devise a joint strategy and that in the meantime shops are approached to carry Council literature.

636 CAPITAL PROGRAMME 2014/15

The Director of Resources submitted a report for Committee's information on the new schemes which had been approved for the inclusion in the Capital Programme for this Committee for the forthcoming financial year 2014/15. The Committee has a Capital Programme for next year of £110,000 consisting of three schemes. The final go ahead for the installation of 3G artificial pitch to replace the three tennis courts existing artificial surface scheme is dependent upon a bid for external funding being successful.

RESOLVED: That the report be noted.

637 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 management and culture and leisure activities. With regard to the waste paper and cardboard collection service the new fortnightly collection to coincide with either a blue or green wheeled bin day had commenced on Monday, 3 March 2014. There had been some initial teething problems which were being addressed. Extensive promotion and publicity had been undertaken to raise public awareness of the changes and this would continue to ensure that all householders were aware of the new system.

The meeting closed at 7.35pm.

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

## RECREATION / CULTURE GRANT PROPOSALS 2014/15

ORGANISATION	PROJECT	COST	GRANT REQUEST	PREVIOUS GRANTS	PROPOSAL
Ribble Valley Jazz & Blues	Annual Festival held on May Bank Holiday weekend. Improve on-line marketing and promotions, develop email database etc and support costs of innovations to the 2014 festival programme	£6,250	£1,750	2011 - £500 2012 - £600 2013 - £1000	£1000
Valley Gigs	Full day of Street Entertainment on the Saturday of the RV Jazz & Blues Festival	£2,100	£700	Several years 2013 - £700	£700
Ribchester Roman Museum	Costs of display case, publicity literature, display panels, and additional security to house the Ribchester Parade Helmet on loan from the British Museum from 1 July – 31 October 2014	£73,000	£anything	None in recent years	£5000
Read Parish Council	Replacement of 2 spring toys and resurfacing of surrounding area on the parish playground	£2,862	£1,430		£1000
Art in the Garden	To open Spring Bank House (previously opened under the National Garden Scheme) to the public to showcase around 25 high quality artists exhibiting in the garden.	£3,530	£1,785	None	£200 towards publicity
Mellor Junior Football Club	Replace cabin/changing rooms To complete replacement of perimeter fencing To replace septic tank	£32,000 £6,000 £2,000	£5,000		£2500 for fencing

Ribble Valley Choir	Choral event in December 2014	£420	£250	2010,11 & 12 - £200 2013 - £250	£200
Ribchester Festival of Music and Art	International Festival in 22 <sup>nd</sup> year held in June. A showcase of musical talent.	£12,400	£2,500	2010 - £2,300 2011 - £4,000 2012 - £2,300 2013 - £2,500	£200
Longridge Golf Club	Continuation of Coaching programme	£7,320	£2,000	2013 - £935 (for youth element)	£400 for youth element
Chatburn Parish Council	Replacement of swings frame on parish play area	£4,128	£2,000	2003 - £1,750 2008 - £1,500	£1000
Longridge Brass Band	Refurb of 2 'b flat' tubas	£4,068	£1,868	2008 - £1,500 2009 - £700 2010 - £1,000 2011 - £600	£800
Ribchester Tennis Club	Resurface 2 full size tennis courts	£18,000	£9,000	1999	£1000
Longridge Sports & Arts Community Development Group	Upgrade of main changing room showers	£3,000	£3,000	2013 - £7,500	NONE
Sabden Football Club	Upgrade of Changing facilities Fabric of building – roof etc Construction of footpath & hard standing	£2,900 £6,860	£8,800		£1500 for the building
Thornley Community Space	To refurbish and covert a former school to a mixed use community hub.	£67,660	£10,000	None	£3000 subject to acceptable business plan
				<b>TOTAL</b>	<b>£18,500</b>

**APPENDIX 2**

**SPORTING EXCELLENCE AWARDS 2014/15**

<b>NAME</b>	<b>AGE</b>	<b>SPORT</b>	<b>STANDARD</b>	<b>SCORE</b>	<b>GRANT</b>
Connor Byrne	17	Climbing	Connor has represented Great Britain in the youth age group and was invited onto the Senior team this year. He has a European ranking of 10 <sup>th</sup> in youth A and won the Summer Youth Open National Event as well as the British Lead Climbing Championship.	26	£400
William Murray	16	Swimming	William has represented England (achieving Silver) and qualified for the British Open Swimming Championships	24	£300
Emma Fox	14	Swimming	Emma has qualified for County, Regional and National competitions.	22	£300
Oliver Murray	15	Modern Pentathlon	Oliver is current National Pentathlon champion for his age group in the UK and finished 9 <sup>th</sup> in the Fencing Welsh Open.	20	£300
Alice Fox	13	Swimming	Alice has achieved 6 county qualifying times and her first regional qualifying time.	18	£250
Charlie Dewhurst	14	Cricket / Football	Charlie is currently captain of Lancashire Cricket Board Under 13's. He also captained Ribble Valley District team to victory in the Lancashire Cup. Signed with Preston North End FC on an unpaid contract.	16	£250
Joshua Stamford	11	Cricket	Joshua represented Lancashire U11 squad.	15	£250
Joshua Leatherd	14	Athletics	Joshua won silver medals in 100m and 200m at Lancashire Championships and has represented Lancashire in the Northern U15/U17 Inter-County championships.	14	£250
Eleanor Graham	14	Cricket	Eleanor represents Lancashire in the U15 girls' performance team. She also plays for Clitheroe Ladies.	14	£250
Eleanor Bolton	14	Athletics	Eleanor is part of the Lancashire County and Lancashire County Schools Cross Country team.	13	£200
Saphina Stamford	15	Cricket / Netball	Saphina plays cricket for the Lancashire U15 team.	11	£150
Harry Lang	14	Cricket	Harry plays cricket for the Lancashire U14 team.	11	£150
				<b>TOTAL</b>	<b>£3050</b>

**APPENDIX 3****ARTS EXCELLENCE GRANTS 2014/15**

<b>NAME</b>	<b>AGE</b>	<b>STANDARD</b>	<b>GRANT</b>
Elizabeth Burgess	15	Elizabeth performs in the Junior section of the Royal Northern College of Music. She is also a member of the Halle Youth Choir	£400
Oliver Kirk	15	Oliver has been accepted for an audition to the Royal Ballet and is a Premier Championship dancer in solo and pairs	£400
Emily Billington	16	Emily achieved 2 <sup>nd</sup> place in National Cheer Dance Competition	£400
Claudia Nurse	16	Claudia plays flute and piccolo in the Lancashire Youth Concert Band	£250
Daniel Kirk	11	Daniel regularly competes in dance competitions	£100
		<b>TOTAL</b>	<b>£1550</b>

## Minutes of Licensing Committee

Meeting Date: Tuesday, 18 March 2014 starting at 6.30pm  
Present: Councillor J Holgate (Chairman)

Councillors:

P Ainsworth	S Knox
P Dowson	C Ross
R Hargreaves	G Scott
K Hind	R Swarbrick
S Hirst	

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

### 638 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillors J Alcock, I Brown, S Brunskill and M Thomas.

### 639 MINUTES

The minutes of the meeting held on 21 January 2014 were approved as a correct record and signed by the Chairman.

### 640 MINUTES OF SUB-COMMITTEE HEARING

The minutes of the Sub-Committee hearing held on 27 February 2014 were approved as a correct record and signed by the Chairman.

### 641 DECLARATIONS OF INTEREST

There were no declarations of interest at the meeting.

### 642 PUBLIC PARTICIPATION

There was no public participation.

### 643 ANNUAL FEES AND CHARGES – SEX ESTABLISHMENTS AND SCRAP METAL

The Chief Executive submitted a report asking Committee to determine the annual fees and charges for scrap metal dealers and sex establishment licences. Committee were reminded that they had considered a report with regard to the Scrap Metal Dealers Act 2013 on 17 September 2013 and had approved the fees when this Act had come into force on 1 October 2013. These had been set in line with Home Office guidance. To date there had only been seven applications for scrap metal licences and little had changed in the interim period time the fees were set. There was therefore no new information on which to recommend that the fees should change for those set on 17 September 2013.

With regard to sex establishments, Committee had considered a report in September 2011 and had approved a set of fees. To date, there had been no

applications to licence a sex establishment within the area and there was therefore no information to suggest that the fees should change from those set at this time.

RESOLVED: That Committee

1. agree to set the fees for scrap metal dealers with effect from 1 April 2014 as those agreed in September 2013 namely:  
Application/renewal of site licence - £277;  
Variation of site licence - £180;  
Application/renewal of collections licence - £200;  
Variation of mobile collectors licence - £160; and
2. agree to set the fees for sex establishments with effect from 1 February 2014 as those agreed in September 2011 namely:  
Grant of sex shop - £3,000  
Grant of sex cinema - £3,000  
Grant of sexual entertainment venue licence - £5,000  
Venue licence renewal of sexual entertainment venue licence - £2,500  
Transfer of sexual entertainment venue licence - £500  
Variation of sexual entertainment venue licence - £500

644

#### SMOKING OF ELECTRONIC CIGARETTES OR OTHER VAPOUR PRODUCING SMOKING DEVICES IN PRIVATE HIRE AND HACKNEY CARRIAGE VEHICLES

The Chief Executive submitted a report seeking Committee's views upon the smoking of electronic cigarettes or other vapour producing smoking devices within private hire and hackney carriage vehicles. The Council's standard conditions for private and hackney carriage drivers provide that drivers must not smoke in the vehicle or permit any passenger to smoke in the vehicle. A recent enquiry from a licence holder had asked if this extends to electronic cigarettes or any other form of vapour producing smoking device. The statutory definition of smoking does not include electronic cigarettes and other forms of vapour producing smoking devices, however Committee were asked to consider whether to amend the standard conditions to make it clear that these were also prohibited.

RESOLVED: That Committee

1. agree to amend the standard conditions for private hire and hackney carriage vehicles to state that the smoking of electronic cigarettes or other vapour producing smoking devices be prohibited within private hire and hackney carriage vehicles; and
2. authorise the Head of Legal and Democratic Services to draft a proposed amendment to the standard conditions, consult with the licence holders upon the amendment and report back to Committee in due course for confirmation.

The meeting closed at 7pm.

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



## Minutes of Personnel Committee

Meeting Date: Wednesday, 19 March 2014  
Present: Councillor R J Elms (Chairman)

Councillors:

P Ainsworth	D T Smith
S Bibby	D Taylor
S Brunskill	N C Walsh
P Dowson	

In attendance: Chief Executive, Head of HR, Personnel Officer.

### 645 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillor A Yearling and a Personnel Officer.

### 646 MINUTES

The minutes of the meeting held on 22 January 2014 were approved as a correct record and signed by the Chairman.

### 647 DECLARATIONS OF INTEREST

There were no declarations of interest.

### 648 PUBLIC PARTICIPATION

There were no items of public participation.

### 649 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from Representatives on Outside Bodies.

### 650 ANNUAL TRAINING REPORT

The Personnel Officer presented her written report updating Members on annual training activity for the year 1 April 2013 to 31 March 2014. It was noted that there had been a large increase in Member training during the period. The Personnel Officer explained that improved monitoring measures had been put in place which had resulted in more accurate reporting and capture of Member training activity.

It was noted that the Council continued to take advantage of free training offered by neighbouring authorities and promoted in-house training to improve workforce skills and maximise the effectiveness of training and development across the Council.

RESOLVED: That the report be noted.

651 STAFF PROFILE

Consideration was given to the written report of the Personnel Officer providing Members with a profile of staffing at Ribble Valley Borough Council. Figures were provided for the last 6 years ie 2009 to 2014 for comparison purposes.

Members discussed the analyses in the report and the effects of changes to legislation and the ageing workforce which both had an impact on staffing levels.

A Member profile was also provided for information purposes.

RESOLVED: That the report be noted.

652 EXCLUSION OF PRESS AND PUBLIC

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

653 REQUEST FOR UNPAID LEAVE

The Head of HR presented the written report of the Director of Resources seeking approval for a period of unpaid leave requested by a member of staff. The background to the request was explained to Members and it was confirmed that CMT had considered the request and supported it.

The Chief Executive pointed out that adjustments would be made to the employee's annual leave entitlement in accordance with the Council's policy on unpaid leave and also that both employer and employee superannuation costs would need to be met by the employee.

Following lengthy discussion Members agreed to approve the request.

RESOLVED: That Members approve a request for up to 3 months unpaid leave from a member of staff.

654 ILL HEALTH EARLY RETIREMENT

Consideration was given to the written report of the Personnel Officer that updated Members on the circumstances relating to the long-term absence of a member of the Community Services Staff and his early retirement on ill health grounds.

She explained the process that had been undertaken in reaching the decision for ill health retirement in line with the requirements of the pension scheme. She explained to Members the different tiers available for ill health retirement dependent on the severity of an individual's illness. It was noted that the employee had been certified as having no reasonable prospect of obtaining gainful employment before age 65 and therefore had been approved for ill health retirement by an independent Occupational Health Physician in accordance with the rules of the Local Government Pension Scheme.

Following discussion Members agreed that ill-health retirement was appropriate in the circumstances.

RESOLVED: That the report be noted.

#### 655 MEMBER AND STAFF TRAINING

Consideration was given to the written report of the Personnel Officer providing details of training courses approved since the last meeting. She highlighted some of the training events that had taken place and particular attention was drawn to the success of an Accounting Technician who had been awarded a national prize by the Chartered Institute of Public Finance and Accountancy (CIPFA). The employee had been invited to attend CIPFA Headquarters in London where she would be awarded with a prize for the best performance nationally in the Financial Management exam.

RESOLVED: That a letter of congratulations be sent to the Accounting Technician and that she be invited to the next meeting of Personnel Committee to show her prize.

#### 656 APPOINTMENTS AND RESIGNATIONS

The Personnel Officer presented a written report informing Members of appointments and resignations that had taken place since the last meeting. She reminded Members that all vacancies had been through consultation with Unison and approved by CMT.

She provided detailed information on two new starters to the authority and also the background to employees who were leaving the authority. It was noted that the Foreman at Salthill Depot was due to retire at the end of March after 27 years of service.

The Personnel Officer also summarised the requests to reappoint.

RESOLVED: That a letter of thanks be sent to the employee retiring from the authority on behalf of Members of the Committee.

The meeting closed at 7.20pm.

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

## Minutes of Health & Housing Committee

Meeting Date: Thursday, 20 March 2014 starting at 6.30pm  
Present: Councillor B Hilton (Chairman)

Councillors:

S Bibby	E M H Ranson
S Brunskill	L Rimmer
R Hargreaves	M Robinson
K Hind	I Sayers
J Holgate	J Shervey
S Hore	

In attendance: Chief Executive, Head of Regeneration and Housing and the Housing Strategy Officer

### 657 APOLOGIES

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

### 658 MINUTES

The minutes of the meeting held on 23 January 2014 were approved as a correct record and signed by the Chairman.

### 659 DECLARATIONS OF INTERESTS

There were no declarations of interest.

### 660 PUBLIC PARTICIPATION

There was no public participation.

### 661 RIBBLE VALLEY HOMES

Committee received Christine Grimshaw, the Chief Executive of Ribble Valley Homes and Tony Dunne from Symphony Housing, who gave a presentation looking back at six years since the housing stock transfer to Ribble Valley Homes. She gave Committee the background information behind the stock transfer and highlighted the fact that there had been a good turnout (81.5%) with 86.2% of those voting being in favour of the transfer.

She commented that 14.8 million pounds of improvements had been made bringing properties up to the Ribble Valley standard agreed with tenants and also showed slides of a number of improvements which have been made, including those at Vale House, St Anne's Court and Bleasdale Court, Longridge. She then commented on the development and gave details of 15 purchase and repair properties, 8 empty properties which had been brought back into use, 4 mortgage rescue properties, 3 conversions from scheme manager properties, 8 new build properties at Henthorn, 6 new build properties for rent at Chipping and 8 new build properties for a mixture of rent and shared ownership at Sabden.

There were also other developments coming on stream at Carleton Place, Clitheroe; Chipping Community Land Trust; Parker Avenue, Clitheroe; and Whins Lane, Simonstone. In addition to the stock that Ribble Valley Homes owned, they had been instrumental in bringing 12 new rental properties to the market at Dunsop Bridge and were responsible for the management of 25 properties in Clitheroe on behalf of Contour Homes. In addition, there was the management of two properties in Longridge on behalf of private owners let at local housing allowance rates.

Discussion also centred around the future development plans for Ribble Valley Homes and their ability to ring-fence 2.2 million pounds over the next four years to carry out small scale development in its own right. Reference was also made to bids for funding on non-section 106 sites. Christine stressed that the performance of Ribble Valley Homes over the six years had been in the main in relation to small sites and with very much a local base, it was felt that they were still the local registered social landlord most recognised and most respected by tenants.

Members then asked a number of questions in relation to the presentation and Ribble Valley Homes links with the Symphony Housing Group were also stressed.

RESOLVED: That Christine and Tony be thanked for her informative presentation.

#### 662 DEPRIVATION IN RIBBLE VALLEY

The Housing Strategy Officer presented her report which gave an overview of the levels of deprivation across the borough. She reminded Members that at their last meeting, they had requested this report which detailed deprivation levels and the impact of the Social Sector Size Criteria (SSSC) regulations across the borough. The information provided covered the following areas:

- Income to house price ratio in 2012
- Housing needs evidence taken from the Strategic Housing Market Assessment and the housing service demand
- Housing waiting list information
- Food bank usage
- Citizens Advice Bureau annual report
- Social Sector Size Criteria regulations

She highlighted a number of areas and pointed out that in deprivation terms, Ribble Valley was very low on the scale. Members then discussed the report in some detail, particularly around the importance or otherwise of food banks to the area and the impact which the so called 'bedroom tax' was having on the housing market.

RESOLVED: That the report be noted.

#### 663 HOUSING SERVICE UPDATE

The Housing Strategy Officer presented her report which summarised the achievements of the strategic housing service over the past 12 months. In particular, she referred to the main areas which the service was involved in which

included the housing needs service, grant service, energy efficiency and affordable housing development.

RESOLVED: That the report be noted.

#### 664 AFFORDABLE HOMES PROGRAMME

Committee were informed of the new Affordable Homes Programme 2015-2018. The Homes and Communities Agencies had released details of this new scheme.

2.9 billion capital funding had been available nationally to fund affordable housing over a three year programmed period 2015-2018. The programme sought to:

- increase the supply of new affordable housing for affordable rent and affordable home ownership; maximise the number of affordable homes delivered with the available grant funding supplemented by bidders own contribution;
- build homes that addressed demographic challenges facing social housing including the need for more one and two bedroom homes that match the needs of smaller households;
- maximise delivery within the programme period and deliver new homes by March 2018; and
- encourage providers with a capacity who do not currently develop or who could do more to bring that capacity to utilising the skills, expertise of existing delivery partners.

Details of the changes were highlighted to Committee.

RESOLVED: That the report be noted.

#### 665 YEAR OF HEALTH AND WELLBEING 2014-2015 MID TERM REPORT

Committee received a report from the Partnership Officer on current activities being undertaken as part of the Year of Health and Wellbeing project.

The report detailed a number of specific outcomes:

- to become a dementia friendly Council by 2015 and encourage other Ribble Valley organisations to join the project;
- to promote healthier individual lifestyles and demonstrably reduce the costs of providing health care to Ribble Valley residents;
- achieve awareness of affordable warmth and healthy homes in Ribble Valley.

Details of the progress in relation to each of these areas was given to Committee and Members were most appreciative of the hard work which had been done by officers in regard to making this project the success it has so far been.

RESOLVED: That the report be noted.

#### 666 CAPITAL PROGRAMME 2014-2015

Committee considered an update report on the new schemes that had been approved for inclusion in the capital programme for this Committee for the following financial year 2014-2015. The schemes were as follows:

- Replacement of pest control vehicle - £11,000
- Landlord and tenant grants - £95,000
- Disabled facilities grants - £129,450
- Repossession prevention fund - £27,020

RESOLVED: That the report be noted.

667 CHIEF EXECUTIVE'S GENERAL REPORT

Committee received the general report of the Chief Executive which dealt with the following issues:

- clarification of dog day care licence conditions
- environmental health staffing issues
- Clitheroe Air Quality Management Area – update
- Radioactivity in Food and Environment Annual Report 2012
- Mobile Homes Act 2013

RESOLVED: That the report be noted.

668 HEALTH AND WELLBEING PARTNERSHIP

Committee received the minutes of the Health and Wellbeing Partnership for the meeting held on Wednesday, 5 March 2014.

669 EXCLUSION OF PRESS AND PUBLIC

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

670 GENERAL REPORT – GRANTS

The Chief Executive submitted details of two disabled facilities grants, three landlord and tenant grants and two boiler replacement grants.

671 AFFORDABLE HOUSING UPDATE

The Chief Executive submitted an update on the affordable housing schemes in progress and proposed in the borough. These had been split into applications which had been submitted and were either approved or waiting determination subject to Section 106 Agreements being completed.

The minutes of a recent strategic housing group were also included for Committee's information.

The meeting closed at 8.30pm.

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

## Minutes of Policy & Finance Committee

Meeting Date: Tuesday, 25 March 2014, starting at 6.30pm  
Present: Councillor S Hirst (Chairman)

Councillors:

R Elms	G Mirfin
J Hill	E M H Ranson
B Hilton	J Rogerson
K Hind	D T Smith
S Hore	R J Thompson
K Horkin	A Yearling
A Knox	

In attendance: Chief Executive, Director of Resources, Director of Community Services, Head of Regeneration and Housing and Solicitor.

### 672 APOLOGIES

An apology for absence from the meeting was submitted on behalf of Councillor T Hill.

### 673 MINUTES

The minutes of the meetings held on 28 January and 11 February 2014 were approved as a correct record and signed by the Chairman.

### 674 MATTERS ARISING

Minute 573 – Proposed Capital Programme 2014-17 and Minute 574 – Revised Revenue Budget 2013/14

A Member raised the question of the effectiveness of the sound loop system in the Council Chamber. The Director of Community Services gave details of work which would be undertaken over the next few weeks to improve the system.

### 675 DECLARATIONS OF INTEREST

The following Councillors declared an interest in the agenda items as listed below:

Councillor R Thompson – Item 6 – Division of Wiswell Parish Council;  
Councillors K Horkin, K Hind, S Hore, A Knox, J Rogerson and A Yearling – Item 12 – Allocation for Voluntary Sector Grants 2014/15;  
Councillors A Knox and G Mirfin – Item 18 – VAT Shelter and Item 24 – Disposal of Garage Sites.

### 676 PUBLIC PARTICIPATION

Mr A Schofield, a resident of Wiswell, spoke in relation to Item 6 – Division of Wiswell Parish Council.



677 TIMETABLE OF COMMITTEE MEETINGS 2014/15

Committee considered the proposed meeting cycle for Committees for the municipal Year 2014/15. The Chief Executive commented that the date of Community Committee as indicated in the draft cycle had been scheduled for 20 May and in view of the fact that this meeting would be 2 days before scheduled European Elections, it was felt that this meeting needed to be changed to either 27 May or 3 June.

RESOLVED: That Committee approve the draft meeting cycle as now amended with Community Committee being rescheduled in the first cycle of meetings.

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

678 DIVISION OF WISWELL PARISH COUNCIL

The Solicitor referred to her report which sought Member approval for the Council to make an order splitting the Parish and also seeking Member authorisation for the Council's Solicitor, in consultation with the Chief Executive and Leader, to continue to progress this matter.

She reminded Members that at its meeting on 20 November 2012 the Committee had resolved to accept recommendations concerning the division of the Parish for the reasons proposed and authorise the Council's Solicitor to draft a Reorganisation Order and liaise with others to implement those recommendations.

In March 2013, the Council's Solicitor had brought a further report to Committee seeking determination of various matters. Committee agreed that the split would take effect from April 2015 with Elections taking place as scheduled in May 2015.

RESOLVED: That Committee

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1. recommend to Full Council that the Council should make an Order similar to that included at Appendix 1 to the report to split the Parish of Wiswell; and
2. authorise the Council's Solicitor, in consultation with the Chief Executive and Leader, to continue to progress this matter.

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(Councillor Thompson returned to the meeting.)

679 AMENDMENTS TO STANDING ORDERS (PART 4 OF THE COUNCIL'S CONSTITUTION)

The Solicitor presented her report which sought to amend the Council's Standing Orders (Part 4 of the Council's Constitution) to reflect recent changes in legislation, the consequential changes adopted to the Council's procedure and to ensure that they remain up to date.

She commented that since the Council's Standing Orders had last been amended, various changes to procedures had been introduced pursuant to the Localism Act 2011. The included changes to the requirements for Members to

disclose pecuniary and other interests, the introduction of a new standards regime and the removal of the requirement for an Overview and Scrutiny Committee. More recently the Local Government (Standing Orders) England (Amendment) Regulation 2014 had come into force and introduced the requirement for a recorded vote to all budget decision meetings as defined in the Regulations.

The main changes as indicated above were to:

1. separate the Standing Orders relating the Council from those relating to Committees;
2. update the Standing Orders headed "Interests of Members in Contracts and Other Matters" and complaints about Member conduct;
3. amend the Standing Order for the call-in procedure to reflect the fact that the Council resolved that Overview and Scrutiny Committee would cease to operate and any Member wishing to call-in should refer it to the Emergency Committee; and
4. to reflect the requirement for a recorded vote to be taken on any decision made at a Budget Decision Meeting.

Members then discussed the report in some detail and suggested a number of changes to the revised Standing Orders including a lesser number (3) of Members required to support a proposal for a recorded vote in a committee and a number of tidying up amendments.

RESOLVED: That Committee

1. approve the changes outlined in the report as now amended; and
2. Refer the suggested changes to Full Council with a recommendation for their approval.

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## 680 WORLD WAR I COMMEMORATION

The Chief Executive asked Committee to agree how the Council would commemorate the 100<sup>th</sup> anniversary of the outbreak of the First World War. He reported that the Corporate Management Team had considered how the Council should mark this anniversary and had made the following suggestions:

- A Civic Service on Sunday, 3 August 2014 at St Mary's Church, Clitheroe.
- The planting of an oak tree in every Parish within the borough.
- Giving poppy seeds to schools and children within the Ribble Valley.

He commented that if Committee agreed with this approach they would develop a more detailed programme which would be further reported to Committee. The estimated cost of the above programme was approximately £5,000 but grant aid was being sought from the Heritage Lottery Fund. If grant aid was not forthcoming the funding could be found from underspent performance reward grant.

RESOLVED: That Committee agree with the suggested approach in commemorating the centenary of the outbreak of the First World War.

681 TRIBUNALS, COURTS AND ENFORCEMENT ACT 2007

The Director of Resources presented her report which informed Members about the changes introduced by the Tribunals, Courts and Enforcement Act 2007 which had been implemented by the Taking Control of Goods Regulation 2013. The Act provided for several diverse matters relating to the law, some of them being significant changes to the structure of the Courts and fundamental legal procedures. The primary focus of the report was part 3 of the Act and this created a new system of taking control of goods in order to enforcement judgements and abolished certain ancient common law writs and remedies.

The Regulations set out the procedure enforcement agents must follow when taking control of goods and if necessary selling them to recover a debt.

She further commented that the Council had used Rossendales Ltd as our bailiffs to enforce Council Tax and Business Rate collection for the past 20 years. She commented that there had been very few complaints regarding the bailiffs and their collection of our debt had always exceeded industry averages in more than 60% of the debt referred.

RESOLVED: That Committee

1. note the changes introduced by the Tribunals, Courts and Enforcement Act 2007 as we collect Council Tax and Business Rate debts; and
2. agree to continue to use Rossendales Ltd to enforce the collection of these debts.

682 VILLAGE AMENITIES GRANTS – QUEEN ELIZABETH II PLAYING FIELDS PROJECT

Committee considered a progress report on the Queen Elizabeth II Playing Fields Project which was granted funding through the Village Amenities Grants Fund. Committee were reminded that a grant of £10,000 had been approved in 2013 and Members had agreed that the QEII Playing Fields Charitable Trust should be given an additional 5 month period until March 2014 in which to claim their grant funding due to the size of the project and its significance for Whalley.

At the time of writing the report the Council were awaiting further details from the Charitable Trust as to their anticipated completion date for the project which would now be beyond the previously agreed March deadline. Members would recall that a feasibility study had been completed by the project and had been funded from other grants however the Committee dealt with the capital elements of the project relating to the provision of a multi-use games area, youth shelter and green gym.

RESOLVED: That Committee agree that due to the size and significance to Whalley of this project that the large capital project of QEII Playing Fields Charitable Trust be given an additional 3 months period beyond March 2014 to complete the project.

683

## MEMBERS' ALLOWANCES 2014/15

Committee were asked to consider and agree the Council's scheme of Member Allowances for 2014/15 financial year. She reminded Members that the Council was required to agree and publicise its Members' Allowance Scheme each year and had an independent review at least every 4 years. The independent panel when it last met had agreed the basic allowance and dependant carers allowance to be increased annually in line with the increase in the national minimum wage each October and to be introduced from the following April. The basic allowance had increased by 1.93% based on the increase in the national minimum wage in October 2013; the new basic allowance was therefore £2,952. The allowances were as set out below:

Basic allowance	£2,952.00
Special responsibility allowance:	
Leader of the Council	£14,761.00
Deputy Leader	£8,856.00
Leader of the Opposition	£8,856.00
Committee Chairman	£5,904.00
Planning & Development Committee Chairman	£7,380.00
Service Committee Vice Chairman	£2,952.00
Dependant Carers Allowance	£6.31 per hour

RESOLVED: That Committee agree the scheme of Members' Allowance for 2014/15.

(Councillors K Horkin, K Hind, S Hore, A Knox, J Rogerson and A Yearling all declared an interest in the next item of business and left the meeting.)

684

## VOLUNTARY GRANT APPLICATIONS 2014/15

The Voluntary Organisations Grant Scheme was administered by Policy and Finance Committee. A working group comprising Members considering the applications received and to make recommendations to this Committee regarding the allocation funds to voluntary organisations on an annual basis.

The criteria for applications was set out for Members' information.

The Council received 16 applications requesting support of £177,563. The applications as submitted exceeded the funds available by £75,753.

The working group also considered an application received from Clitheroe Chamber of Trade and Commerce which did not fall into the definition of a voluntary organisation grant, however they wished for the request to be supported. The Director of Resources suggested that if Committee were to approve this request the grant could be funded from a small under allocation in 2013/14 grant monies.

Members then discussed these applications and in particular the Clitheroe Chamber of Trade and Commerce application specifically.

RESOLVED: That Committee

1. approve the allocation of grants as proposed by the Voluntary Grants Sub-Group as set out in Annex 2 totalling £96,750; and

2. agree to support the Clitheroe Chamber of Trade and Commerce application for £1,000 to be funded from unallocated grant monies for 2013/14.

(Councillors K Horkin, K Hind, S Hore, A Knox, J Rogerson and A Yearling all returned to the meeting.)

685 TREASURY MANAGEMENT STRATEGY

The Director of Resources sought Members approval for the Council's Treasury Management Strategy for the 2014/15 financial year. She reminded Members that local authorities were required to report on specific elements of their treasury management activities; these were included in the Treasury Management Strategy or in the Treasury Management Policies or Practices and are determined by the Treasury Management Code of Practice and the Prudential Code, the 2010 DCLG Investment Guidance for England Wales and the requirements of International Financial Reporting Standards.

The Council's Treasury Management Strategy covered the following areas:

- The current treasury position.
- The review of the prospects for interest rates.
- The Council's borrowing and debt strategy.
- The Council's investment strategy.
- Capital programme financing strategy.
- Limits on treasury management activities and Prudential indicators.
- Current debt portfolio position.
- Annual investment strategy.

\*\*\* RESOLVED: That Committee recommend to Full Council the Treasury Management Strategy as set out in Annex 1 to this report. \*\*\*

686 TREASURY MANAGEMENT POLICIES AND PRACTICES 2014/15

The Director of Resources asked Committee to review, approve and adopt the Treasury Management Policy Statement and Practices for 2014/15.

The Treasury Management Policies and Practices document governed the way in which the Council managed its investments. It is reviewed on an annual basis to comply with the Chartered Institute of Public Finance and Accountancy (CIPFA) Code.

No changes had been made to the treasury management practices since the Treasury Management Policy Statement and the Treasury Management Policies were approved in March 2013. However it was agreed to replace Lloyds TSB Bank plc with Lloyds Bank plc on the list of investment counterparties.

RESOLVED: That Committee

1. review, resolve and formally adopt the Treasury Management Policies and Practices document as attached at Annex 1, incorporating the Treasury Management Key Principles:

- Treasury Management Policy Statement;
- Treasury Management Clauses; and
- Treasury Management Practices and Schedules.

\*\*\*

2. recommend to Full Council the Treasury Management Policies and Practices 2014/15; and

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3. approve the replacement of Lloyds TSB plc with Lloyds Bank plc on the list of investment counterparties.

#### 687 LOCAL TAXATION WRITE-OFFS

The Director of Resources sought Committee approval to write-off a National Non-Domestic Rate debt. There was one case where the company had gone into liquidation and therefore we need to write-off it as an NNDR debt.

RESOLVED: That Committee agree to the writing off of £8,790.26 of NNDR debt where it had not been possible to collect the amounts due.

#### 688 ECONOMIC DEVELOPMENT UPDATE

Committee received an update report which gave details of economic development and regeneration activities and issues and sought to nominate representatives to economic groups established in Clitheroe, Longridge and Whalley. The report covered the following areas:

- Economic development overview.
- Economic Development Working Group.
- Lancashire Enterprise Partnership.
- Business support.
- Rural Development Programme for England.
- Service centre and business groups.
- Other activities.

RESOLVED: That Committee

1. note the report; and

2. nominate the following representatives of the Ribble Valley Borough Council to the following groups:

Clitheroe Town Team – Councillors K Horkin, A Yearling  
 Longridge Town Team – Councillors K Hind, J Rogerson  
 Whalley Village Partnership – Councillors T Hill, J Holgate

#### 689 MEALS ON WHEELS/LUNCHEON CLUBS

Committee received a report updating Members on the provision of Meals on Wheels service and other luncheon clubs in Ribble Valley. The report noted that there had been an on-going review for the provision of Meals on Wheels service and Luncheon Clubs in the Ribble Valley. Luncheon Clubs were supported at various venues and the Lancashire County Council and Borough Council would

like the RVS to continue to provide the current Meals on Wheels service with the existing service users until the end of June 2014. The County Council propose to identify the needs of existing service users of the Meals on Wheels service and find an alternative service provision.

RESOLVED: That the report be noted.

#### 690 REVENUES AND BENEFITS GENERAL REPORT

The Director of Resources informed Committee of the Council's position on the following areas:

1. National Non-Domestic Rates.
2. Council Tax.
3. Sundry Debtors.
4. Housing Benefit performance.
5. Housing Benefit support – fraud.
6. Housing Benefit overpayments.

RESOLVED: That the report be noted.

#### 691 BUDGET WORKING GROUP

Committee received the minutes of the Budget Working Group dated 16 January 2014.

(Councillors A Knox and G Mirfin declared an interest in the next 2 items of business and left the meeting.)

#### 692 VAT SHELTER

Committee received a report informing Members of the latest position on the VAT shelter negotiated as part of the housing stock transfer. Committee were reminded that when the Council's housing stock was transferred in 2008 part of the agreement was to create a VAT shelter. It was an agreement whereby the Housing Association (Ribble Valley Homes) who could not recover VAT on repairs and improvements, use a VAT shelter agreed with the Council and HMRC to claim back VAT. The VAT recouped was then shared between the Housing Association and the Council on terms which had been agreed.

Committee then discussed this matter and expressed some concern over the reduced amounts which had been paid under the VAT shelter.

The Chief Executive and Director of Resources reminded Members of the amounts which had already been paid to the Council and the amounts which would be payable over the next 5 years.

Members were also informed of how the VAT shelter receipts had been used to date and how much was set aside in the earmarked reserves.

RESOLVED: That the report be noted.

693 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That by virtue of the next items of business being 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.

694 DISPOSAL OF GARAGE SITES

The Chief Executive referred to his report and sought Committee's approval to the sale of garage sites at Grindleton. He commented that there were two sites in Grindleton which were in a poor state of repair and had received numerous complaints from tenants. The Council basically had three options:

1. to demolish the garages and replace them with new garages themselves;
2. demolish the garages and clear the site; or
3. sell the site to Ribble Valley Homes or another organisation.

He commented that he had spoken to Ribble Valley Homes who were willing to purchase the two sites from the Council at an agreed price and provide new garages.

RESOLVED: That Committee agree to sell the Grindleton garage sites to Ribble Valley Homes for the amounts set out in the report.

(Councillors A Knox and G Mirfin returned to the meeting.)

695 LOCAL TAXATION WRITE-OFFS

The Director of Resources sought Committee's approval to write off a Council Tax debt. This was one case relating to two properties where a debtor had gone away and it had not been possible to trace them and therefore the Council needed to write off the Council Tax debt.

RESOLVED: That Committee approve the writing-off of £1,283.31 Council Tax debt where it had not been possible to collect the amount due.

The meeting closed at 7.57pm.

If you have any queries on these minutes please contact Jane Pearson (414430).



## Minutes of Parish Councils' Liaison Committee

Meeting Date: Thursday, 27 March 2014 starting at 6.30pm  
Present: P Young (Chairman)

### Councillors:

P Ainsworth	C Ross
I Brown	G Scott
P Dowson	S Swarbrick
R Hargreaves	D Taylor
L Rimmer	N C Walsh

### Parish Representatives:

K Winstanley	Bowland Forest (Higher)
H Douglas	Chatburn
B Redhead	Clayton-le-Dale
F Priest	Longridge
S Rawsthorne	Paythorne & Newsholme
S Bridge	Read
T Haworth	Sabden
J Shorter	Sabden
I R Hirst	Simonstone
G Molloy	Simonstone
R K Jackson	Waddington
K Staines	Waddington
A Bristol	West Bradford
M J Huyton	Whalley
T Gaffney	Wilpshire
J Brown	Wiswell

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

Also in attendance: Sandra Fox – Public Health Co-ordinator (Lancashire County Council)

696

### APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Borough Councillors R Newmark and I Sayers and from the following Parish Representatives:

D Bland	Aighton Bailey & Chaigley
B Dowles	Bolton-by-Bowland, Gisburn Forest & Sawley
J Porter	Bolton-by-Bowland, Gisburn Forest & Sawley
E Mellor	Bowland Forest (Lower)
A Schofield	Clayton-le-Dale
A Yearing	Clitheroe

R Assheton	Downham
P Entwistle	Grindleton
A Hutchinson	Hothersall
A Steer	Osbaldeston
A Davies	Read
A Ormond	Ribchester
D Peat	Simonstone
J Bremner	Wilpshire

697 MINUTES

The minutes of the meeting held on 30 January 2014 were approved as a correct record and signed by the Chairman.

MATTERS ARISING

a) 589 – Policing in the Ribble Valley

The Chairman reported that Mellor Brook Police Station had now closed even though the village hall had offered to subsidise its future use. She also reported that Mellor would have a new community beat manager with Alison Hargreaves replacing Jo Dolan.

b) 592 – Proposed withdrawal of subsidies bus services

The Chief Executive reported that Lancashire County Council had recently announced that they would not now be withdrawing a number of evening and weekend bus services in the Ribble Valley. Instead they would look at the viability of each bus service on a route by route basis.

798 PUBLIC HEALTH IN LANCASHIRE

The Chairman introduced Sandra Fox, Public Health Co-ordinator for Lancashire County Council who gave a detailed presentation on the changes in public health, which had happened as a result of the Public Health and Social Care Act 2012.

With the demise of primary care trusts in 2013, public health had been split between Lancashire County Council, Public Health England and NHS England. Lancashire itself was split into three locality teams with the majority of Ribble Valley being located in east locality. However, Longridge and Chipping were located in central locality and in addition certain parts of Ribble Valley south east (Wilpshire, Mellor and Whalley) were administered by Blackburn with Darwen.

Lancashire County Council Public Health worked collaboratively with clinical commissioning groups and the Borough Council on a variety of issues including substance misuse, workplace health, smoking cessation and children and young people services.

Lancashire County Council Public Health provided five mandatory services:

- Promoting health for local population
- National child management service
- NHS health checks
- Ensuring NHS commissioners views for public health
- Commissioning comprehensive open access sexual health service

She then went on to explain the composition and purpose of the Local Health and Wellbeing Board, which identified health needs and assets for the population and also identified the priorities to meet those needs. It co-ordinated the plans of the Board with those of other partner agencies and promoted the joining up of commissioning delivery. There were four health and wellbeing strategic outcomes which were:

- maternal and child health
- mental health and wellbeing
- long term conditions
- improving the health of individual old people

She then compared the countywide functions of Public Health Lancashire with the more local priorities provided in the three localities. Finally, she highlighted the six priorities for east locality which were as follows:

- building individual and community resilience
- dementia friendly communities
- health and housing
- more active more often
- food, poverty and sustainability
- substance misuse including alcohol and tobacco

She commented that in Ribble Valley a good deal of this work was already ongoing and that there were very good working relationships between Public Health Lancashire and the Borough Council.

Members then discussed the presentation in some detail and asked that it be made available for Parish Councils.

The Head of Regeneration and Housing also commented favourably on the good working relationship enjoyed by the Borough Council with Public Health Lancashire and he stated that there would be a real role for not only this Council in the public health agenda but also parishes who would become key players when it came to local delivery in communities.

RESOLVED: That Sandra Fox be thanked for her informative presentation.

#### 699 SUPERFAST BROADBAND IN RURAL AREAS

Committee considered an update on the proposed Fibre Broadband services available through BT/Openreach commercial rollout and its effects on the Ribble

Valley. The report highlighted that high speed Fibre Broadband was being rolled out across Lancashire between 2013 and the end of 2015. The network would be delivered in seven phases and the first phase had now been delivered and completion was expected by the end of quarter 4 in 2014/2015. Phase 1 had delivered coverage in much of east Lancashire including parts of the Ribble Valley.

Around 40% of premises in the Ribble Valley would receive Fibre Broadband services through BT/Openreach commercial rollout. This was predominantly through the Clitheroe and Longridge exchanges. The village of Chatburn and Sawley had seen the arrival of high speed Fibre Broadband in their villages. Approximately 50% of premises in the Ribble Valley should receive coverage under the Superfast Lancashire Public/Private Partnership Programme with all remaining premises being guaranteed at least a stable 2M/bit's services by the end of the rollout programme in early 2015.

The 3% of businesses unable to access high speed broadband would predominantly be in the rural areas and concern was still being expressed by businesses that the download speeds they were currently achieving were not sufficient for them to successfully run their businesses.

This concern was echoed by Members of Committee and the concerns were underlined that the speeds being offered were very slow and there was real concern that the programme would not be delivered, particularly in rural areas. The Head of Regeneration and Housing also echoed these concerns about the speed and coverage of the rollout and he urged parishes to pass on any concerns they may have on this matter and he would take it up with BT/Openreach on their behalf.

RESOLVED: That the report be noted.

#### 700 MATTERS BROUGHT FORWARD BY PARISH COUNCILS

The Chief Executive informed Members that Policy and Finance Committee at its meeting held on 25 March 2014, had agreed that the Council would mark the anniversary of the start of World War 1 in the following ways:

- a civic service to be held at St Mary's Parish Church, Clitheroe on 3 August 2014
- the planting of an Oak tree in every village in the borough
- poppy seeds to be handed out to every school within the Ribble Valley

He explained that where parishes had two or more villages, additional trees could be supplied. Similarly, in the cases of Clitheroe and Longridge, which were larger areas, then the Town Council were encouraged to identify more than one site and these would be considered. A plaque and protective fencing would also be provided.

RESOLVED: That the matter be noted.

701

#### DATE AND TIME OF NEXT MEETING

The Community Development Officer reported that although the timetable of meetings had been agreed at Policy and Finance Committee earlier in the week, he did not have the date of the next meeting to hand. He did promise however to write to all Parish Clerks with the dates for all the meetings in the 2014/2015 municipal year.

The meeting closed at 7.26pm.

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

## Minutes of Accounts & Audit Committee

Meeting Date: Wednesday, 2 April 2014, starting at 6.30pm  
Present: Councillor JB Hill (Chairman)

Councillors:

P Ainsworth	R Newmark
R Bennett	M Thomas
I Brown	N C Walsh
G Mirfin	

In attendance: Chief Executive, Director of Resources, Head of Financial Services and Karen Murray and Andrew Cook (Grant Thornton).

### 702 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillor J Shervey.

### 703 MINUTES

The minutes of the meeting held on 28 August 2013 were approved as a correct record and signed by the Chairman.

(The meeting scheduled on 20 November 2013 was not quorate and did not formally take place).

### 704 DECLARATIONS OF INTEREST

There were no declarations of interest at the meeting.

### 705 PUBLIC PARTICIPATION

There was no public participation.

### 706 CLOSURE OF ACCOUNTS TIMETABLE 2013/14

The Director of Resources submitted a report reminding Members of the statutory requirement to close down our accounts by the 30 June 2014 and to publish them including any certificate, opinion or report issued by the Auditor by 30 September 2014 and to inform Committee of the benefits of closing down the accounts by these deadlines, in particular the good governance aspects.

The principal matters covered in the Accounts and Audit Regulations were highlighted, this included important procedural requirements as well as governance issues. The Head of Financial Services highlighted the principal matters covered by the Regulations relevant to accounts preparation and the various responsibilities. He highlighted the issues facing Ribble Valley which included budget pressures, some practical issues, resource implications and a

timetable that must be strictly adhered to in order to achieve the deadlines required.

RESOLVED: That Committee endorse the suggested approach for the closure of the 2013/14 accounts.

707 INTERNAL AUDIT ANNUAL PLAN 2014/15

The Director of Resources submitted a report informing Committee of the internal audit plan for 2014/15. This included the various audit areas and the planned number of working days for each of these areas. A brief explanation was given as to how the audit plan is arrived at following consultation with Directors, Heads of Service and our external auditors. It was also highlighted that with regard to risk management the Internal Audit team would continue to have a monitoring role.

Members asked various questions with regard to the audit areas covered and the risk assessment approach used to prioritise audit resource allocation.

RESOLVED: That Committee approve the 2014/15 Internal Audit Plan as outlined.

708 CERTIFICATION REPORT 2013/14

Andrew Cook presented a report on the certification of claims and returns. He reported that two claims and returns for the financial year 2012/13 relating to expenditure of £22.9m had been certified. This was with reference to housing and council tax benefits and the national non-domestic rates returns. He reported that these claims and returns had been certified without any amendments.

The Director of Resources also reported that a rebate cheque had been received from the Audit Commission in respect of fees in a sum of £7,212 for 2012/13. She also felt it may be of use to the Committee to explain at a future meeting how a housing benefit subsidy is audited.

RESOLVED: That the report be noted.

709 AUDIT PROGRESS REPORT AND EMERGING ISSUES

Andrew Cook presented a progress report to Committee which also highlighted emerging issues. The progress report outlined where, as external auditors, they were up to with regard to the interim accounts audit, the audit plan, the final accounts audit, the value for money conclusion, the annual audit letter and the certification of claims and returns for 2013/14. He reminded Committee that the Audit Plan would be presented to them at their meeting at the end of June.

Included in the emerging accounting issues highlighted in the report were issues regarding business rate appeals and property, plant and equipment in-year revaluations. He also highlighted that as part of each section to be considered there were prompt/challenge questions that Members may want to consider.

It was requested that the calculation of the business rates appeals provision be circulated for information to a future meeting.

RESOLVED: That the report be noted.

710 FINANCIAL RESILIENCE BENCHMARKING

Andrew Cook presented a report on 'benchmarking your arrangements for securing the financial resilience'. The main conclusion in this report was that Ribble Valley Borough Council has arrangements that meet or exceed adequate standards in all the thematic areas of financial resilience reviewed in 2012/13. The report went on to give detailed results of several benchmarking exercises including all Councils, Lancashire Councils and District Councils. Ribble Valley Borough Council had good ratings in all these areas. It was suggested that a press release be issued regarding this positive exercise.

RESOLVED: That the report be noted.

711 FRAUD BRIEFING

Karen Murray gave Committee a brief overview of the "Protecting the Public Purse Fraud Briefing 2013" which gave Committee some information on the types of fraud and the detection of it over various areas and how Ribble Valley Borough Council fared. It was apparent that there was some differences in the definition of fraud between various Councils.

RESOLVED: That the report be noted.

712 INTERNAL AUDIT PROGRESS REPORT 2013/14

The Director of Resources submitted a report outlining progress on the internal audit work for 2013/14. A table setting out the assurance opinions issued from the audits carried out since the last meeting was included for Members' information. The majority of these areas had received either a full or substantial assurance opinion excepting one for the Platform Gallery and Visitor Information Centre which had been given a minimal rating.

RESOLVED: That the report be noted.

713 EXCLUSION OF PRESS AND PUBLIC

That by virtue of the next items 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.

714 INTERNAL AUDIT PROGRESS REPORT 2013/14

The Principal Auditor informed Committee of the background history with regard to the internal audits that had been carried out at the Platform Gallery and Visitor



Information Centre over recent years. He informed Committee that the findings arising from the latest audit were extremely disappointing given that previous audits had also reported the same concerns. The Internal Audit Action Plan following this audit was circulated for Committee's information and the Principal Auditor gave Committee an update on the very latest position. Reassurances were given to Committee that this issue was being taken very seriously and the Action Plan had been agreed by all tiers of management of this facility. Committee expressed their concerns regarding several issues and were very disappointed that recommendations made in previous audits were not being followed.

RESOLVED: That Committee

1. expressed their concern with regard to the lack of adherence to financial controls but recognise and welcome the moves made with the Action Plan; and
2. the matter be referred to Community Committee who are also asked to review the operation of the Platform Gallery and Visitor Information Centre.

#### 715 RISK MANAGEMENT – UPDATE ON RED RISKS

The Director of Resources submitted a report providing Members with an update on the current areas of high risk for the Council as identified on the risk register. At the present time there were 4 red risks included on the register:

- Kerbside recycling and waste paper collection services.
- Planning appeals.
- Core Strategy (2 red risks).

A summary of costs relating to planning appeals/consultant costs and the Core Strategy were circulated for Members' information. These would also be included on the next meeting of the Planning and Development Committee.

RESOLVED: That the report be noted.

The meeting closed at 8.28pm.

If you have any queries on these minutes please contact Jane Pearson (414430).

## Minutes of Planning and Development Committee

Meeting Date: Thursday, 10 April 2014 starting at 6.30pm  
Present: Councillor T Hill (Chairman)

Councillors:

S Bibby	J Rogerson
I Brown	D Taylor
S Carefoot	M Thomas
B Hilton	R Thompson
S Knox	A Yearing
G Mirfin	

In attendance: Director of Community Services, Head of Regeneration and Housing, Head of Legal and Democratic Services, Senior Planning Officer and the Principal Planning Officer (Design and Conservation).

Also in attendance: Councillors R Newmark and P Dowson.

### 716 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillors J Holgate, I Sayers and J White.

### 717 MINUTES

The minutes of the meeting held on 13 February 2014 were approved as a correct record and signed by the Chairman.

### 718 DECLARATIONS OF INTEREST

Councillor S Carefoot declared an interest in planning application 3/2014/0172/P – proposed re-development of land for residential purposes at former LCC Depot, Dixon Road, Longridge.

### 719 PUBLIC PARTICIPATION

There was no public participation.

### 720 PLANNING APPLICATIONS UNDER THE TOWN AND COUNTRY PLANNING ACT 1990:

1. APPLICATION NO: 3/2014/0132/P (GRID REF: SD 382888 352342)  
PROPOSED CREATION OF A STATIC CARAVAN/LODGE PARK WITH 12 STATIC CARAVANS/LODGES, CAR PARKING AND AN INTERNAL ACCESS ROAD AT HIGHER HOUSE, HIGHER HOUSE FARM, KILN LANE, PAYTHORNE

GRANTED subject to the following condition(s):

1. The development must be begun no later than the expiration of three years beginning with the date of this permission.

REASON: Required to be imposed in pursuance to Section 91 of the Town and Country Planning Act 1990.

2. This permission shall relate to the development as shown on Drawings Numbers 728.200 D, 728.201A, 728.202, SWE-V6-2013-01-25 REV5, DAS-16-05-13-V4 REV3, and Gre/304/1505/03 REVA (amended plan received by the Local Planning Authority on 26 March 2014).

REASON: For the avoidance of doubt and to ensure compliance with the submitted drawings.

3. The terms of occupancy of the 12 caravans/lodges hereby permitted shall be as follows:

- (i) The caravans/lodges shall be occupied for holiday purposes only.
- (ii) The caravans/lodges shall not be occupied as a person's sole or main place of residence.
- (iii) The owners/operators shall maintain an up to date register of the names of all owners/occupiers of the individual caravans/lodges, and of their main home address, and shall make this information available at all reasonable times to the Local Planning Authority.

REASON: In accordance with the requirements of Policies G1 and RT5 of the Ribble Valley Districtwide Local Plan and Policies DMG2 and DMB3 of the Ribble Valley Core Strategy Regulation 22 Submission Draft - Post Submission Version (including proposed main changes). In order to ensure that the approved holiday accommodation is not used for unauthorised permanent residential accommodation. The register required in 3 above shall normally be collected by the caravan site licence holder or his/her nominated person.

4. Prior to the commencement of development, details of the precise colour finish of the timber walls and the colour and profile of the roof tiles of the caravans/lodges shall be submitted to and approved in writing by the Local Planning Authority. Thereafter, there shall be no alterations to the external colour finishes of the units without the prior written permission of the Local Planning Authority.

REASON: In the interests of visual amenity and to comply with Policy G1 of the Ribble Valley Districtwide Local Plan and Policy DMG1 of the Ribble Valley Core Strategy Regulation 22 Submission Draft - Post Submission Version (including proposed main changes).

5. Prior to the first use of any of the caravans/lodges hereby permitted, the access into the site shall be widened to 5m for a minimum distance of 8m

from the highway edge of Kiln Lane and a passing place shall have been provided to the satisfaction of the Local Planning Authority in accordance with the details shown on Drawing Number Gre/304/1505/03 REVA. Thereafter, the widened access and passing place shall be permanently retained clear of any obstruction to their designated use and purpose.

REASON: In the interests of highway safety and to comply with Policy G1 of the Ribble Valley Districtwide Local Plan and Policy DMG1 of the Ribble Valley Core Strategy Regulation 22 Submission Draft - Post Submission Version (including proposed main changes).

6. Prior to commencement of any site works including delivery of building materials and excavations for foundations or services all existing trees on the boundaries of the site shall be protected in accordance with the BS5837 2012 [Trees in Relation to Construction] the details of which shall be agreed in writing and implemented in full under the supervision of a qualified arboriculturalist and in liaison with the Countryside/Tree Officer. A tree protection - monitoring schedule shall be agreed and tree protection measures inspected by the local planning authority before any site works are begun. The root protection/exclusion zone shall remain in place until all building work has been completed and all excess materials have been removed from site including soil/spoil and rubble. During the building works no excavations or changes in ground levels shall take place and no building materials/spoil/soil/rubble shall be stored or redistributed within the protection/exclusion zone, in addition no impermeable surfacing shall be constructed within the protection zone. No tree surgery or pruning shall be implemented without prior written consent, which will only be granted when the local authority is satisfied that it is necessary is in accordance with BS3998 for tree work and carried out by an approved arboricultural contractor.

REASON: In order to ensure that any trees affected by the development that are considered to be of visual, historic or botanical value are afforded maximum physical protection from the potential adverse effects of development in order to comply with Policies G1 and ENV13 of the Ribble Valley Districtwide Local Plan and Policies DMG1 and DME2 of the Ribble Valley Core Strategy Regulation 22 Submission Draft - Post Submission Version (including proposed main changes).

7. The submitted landscaping scheme (Drawing Number 728.201 A) shall be implemented in the first planting season following occupation or use of the development and shall be maintained thereafter for a period of not less than 5 years to the satisfaction of the Local Planning Authority. This maintenance shall include the replacement of any tree or shrub that is removed, or dies, or is seriously damaged, or becomes seriously diseased, by a species of similar size to those originally planted.

REASON: In the interests of the amenity of the area and to comply with Policy G1 of the Ribble Valley Districtwide Local Plan and Policy DMG1 of

the Ribble Valley Core Strategy Regulation 22 Submission Draft - Post Submission Version (including proposed main changes).

8. Precise details of the surface material for the internal access road shall be submitted to and approved in writing by the Local Planning Authority prior to the commencement of development.

REASON: In the interests of visual amenity and to comply with Policy G1 of the Ribble Valley Districtwide Local Plan and Policy DMG1 of the Ribble Valley Core Strategy Regulation 22 Submission Draft - Post Submission Version (including proposed main changes).

9. Precise details of the height, type and location of any external lighting installations shall be submitted to and approved in writing by the Local Planning Authority prior to their installation at the site. Thereafter, there should be no alterations to the approved details without the prior written permission of the Local Planning Authority.

REASON: In the interests of visual amenity and to comply with Policy G1 of the Ribble Valley Districtwide Local Plan and Policy DMG1 of the Ribble Valley Core Strategy Regulation 22 Submission Draft - Post Submission Version (including proposed main changes).

10. There should be no extensions or alterations to the holiday caravans/lodges hereby permitted, and no additional structures (including walls, fences, sheds or additional raised decking areas) shall be constructed unless a further planning permission has first been granted in respect thereof.

REASON: In the interests of visual amenity and to comply with Policy G1 of the Ribble Valley Districtwide Local Plan and Policy DMG1 of the Ribble Valley Core Strategy Regulation 22 Submission Draft - Post Submission Version (including proposed main changes).

11. The development hereby permitted shall be carried out in complete accordance with the recommendations and mitigation measures comprised in Section 7 of the Ecological Appraisal by Envirotech (report no 1654 dated 1 July 2013) that was submitted with the application.

REASON: In the interests of protecting the ecology of the site in accordance with the requirements of Policy ENV10 of the Ribble Valley Districtwide Local Plan and Policy DME3 of the Ribble Valley Core Strategy Regulation 22 Submission Draft – Post Submission Version (including proposed main changes).

(Mr Hoerty spoke in favour of the above application. Mrs Rosthorne spoke against the above application).

2. APPLICATION NO: 3/2014/0148/P (GRID REF: SD 7555 4257)  
PROPOSED ERECTION OF PHASED REAR EXTENSION OF EXISTING INDUSTRIAL BUILDING AND ALTERATIONS TO EXISTING VEHICULAR DOOR OPENINGS ON EXISTING BUILDINGS AT AJA SMITH TRANSPORT LTD AND DELI SOLUTIONS, SALTHILL INDUSTRIAL ESTATE, LINCOLN WAY, CLITHEROE

GRANTED subject to the following condition(s):

1. The development must be begun no later than the expiration of three years beginning with the date of this permission.

REASON: Required to be imposed in pursuance to Section 91 of the Town and Country Planning Act 1990.

2. The development hereby permitted shall be carried out in complete accordance with submitted plans: Drawing references 4436-14B (as amended 17/3/14), 4436-18, 4436-11 and Transport Statement dated 14/3/14 and materials specified in letter and drawings dated 17/3/14.

REASON: For the avoidance of doubt.

3. This permission shall relate to the contamination report submitted with the application. If, during development contamination not previously identified was found to be present on the site, then no further development shall be carried out until the developer has submitted a remediation strategy to the Local Planning Authority with measures agreed and implemented.

REASON: To protect the water environment from contamination and to comply with Policy G1 of the Ribble Valley Districtwide Local Plan and Policy DMG1 of the Core Strategy Regulation 22 Submission Draft – Post Submission Version (including proposed main changes).

4. Notwithstanding any details on the approved plans no development shall commence on the extension or engineering works relating to the car parking areas, until a scheme for the disposal of foul and surface waters has been submitted to and approved in writing by the Local Planning Authority.

REASON: To prevent the increased risk of flooding and pollution and to comply with Policy G1 of the Ribble Valley Districtwide Local Plan and Policy DMG1 of the Core Strategy Regulation 22 Submission Draft – Post Submission Version (including proposed main changes).

3. APPLICATION NO: 3/2014/0153/P (GRID REF: SD 375015 441982)  
RETROSPECTIVE APPLICATION FOR CHANGE OF USE FROM B1 LIGHT  
INDUSTRY TO FITNESS STUDIO (SUI GENERIS) AT UNIT 6 UP BROOKS  
BROOKSIDE INDUSTRIAL UNITS TAYLOR STREET CLITHEROE BB7 1NL

REFUSED for the following reason:

1. The use, by reason of noise disturbance, is resulting in serious harm to the amenity that the occupants of neighbouring residential properties should reasonably expect to enjoy and this harm is having a significant adverse impact on the health and quality of life of these occupants. The proposal is therefore contrary to the NPPF, Policy G1 of the Ribble Valley Districtwide Local Plan and Policy DMG1 of the Ribble Valley Core Strategy Regulation 22 Submission Draft Post Submission Version (including proposed changes).

(Mr Edlington-Booth spoke in favour of the above application. Mr Rose spoke against the above application).

4. APPLICATION NO: 3/2014/0154/P (GRID REF: SD 7862 3487)  
PROPOSED CONSTRUCTION OF A NEW BEDROOM LODGE BUILDING  
WITH GUEST BEDROOMS AND ACCESS TRACK AND CAR PARKING AT  
NORTHCOTE MANOR HOTEL, NORTHCOTE ROAD, LANGHO, BB6 8BE

GRANTED subject to the following condition(s):

1. The development must be begun no later than the expiration of three years beginning with the date of this permission.

REASON: Required to be imposed in pursuance to Section 91 of the Town and Country Planning Act 1990.

2. This development permitted shall be in accordance with amended plans dated 19 March 2014 and plan references POO2A; P003A; P004A and P005A.

REASON: For the avoidance of doubt.

3. This permission shall be in full accordance with the tree report dated 18 March 2014 and tree strategy drawing P008A received on 19 March 2014. The landscaping scheme shall be implemented in the first planting season following completion and shall be maintained thereafter for a period of not less than five years to the satisfaction of the Local Planning Authority. This maintenance shall include replacement of any tree or shrub which is removed, dies or becomes seriously damaged or diseased by a species of a similar size to those originally planted.

REASON: In the interests of the amenity of the area and to comply with Policies G1 and ENV2 of the Districtwide Local Plan and Policies DMG1 and

DME2 of the Core Strategy Regulation 22 Submission Draft Post Submission Version (including proposed main changes).

4. No part of the development hereby approved shall commence until a scheme for the construction of the site access has been submitted to and approved by the Local Planning Authority in consultation with the highway authority.

REASON: In order to satisfy the planning and highway authorities that the final details of the access are acceptable before work commences on site and to comply with Policy G1 of the Districtwide Local Plan and Policy DMG1 of the Core Strategy Regulation 22 Submission Draft Post Submission Version (including proposed main changes).

5. No part of the development hereby approved shall be occupied or opened for trading until the approved scheme referred to in Condition 4 above has been constructed and completed in accordance with the scheme details.

REASON: In order that the traffic generated by the development does not exacerbate unsatisfactory highway conditions in advance of the completion of the scheme and to comply with Policy G1 of the Districtwide Local Plan and Policy DMG1 of the Core Strategy Regulation 22 Submission Draft Post Submission Version (including proposed main changes).

6. The materials to be used within the scheme shall be in accordance with the submitted photographic detail under reference 7309P(010).

REASON: For the avoidance of doubt and to ensure that the materials used are appropriate to the locality and to comply with Policy G1 of the Districtwide Local Plan and Policy DMG1 of the Core Strategy Regulation 22 Submission Draft Post Submission Version (including proposed main changes).

7. Prior to being discharged into any watercourse, surface water sewer or soakaway system, all surface water drainage from parking areas shall be passed through trapped gullies with an overall capacity compatible with the site being drained.

REASON: To prevent pollution of the water environment in accordance with Policy G1 of the Ribble Valley Districtwide Local Plan and Policy DMG1 of the Core Strategy Regulation 22 Submission Draft Post Submission Version (including proposed main changes).

(Councillor S Carefoot declared an interest in the next item of business and left the meeting)

5. APPLICATION NO: 3/2014/0172/P (GRID REF: SD 360634 437273)  
OUTLINE APPLICATION FOR PROPOSED REDEVELOPMENT OF LAND FOR RESIDENTIAL PURPOSES AT THE FORMER LCC DEPOT, LAND OFF DIXON ROAD, LONGRIDGE



The Senior Planning Officer submitted late observations from Longridge Town Council and one further objection.

GRANTED subject to the following conditions:

1. An application for approval of reserved matters shall be made to the Local Planning Authority not later than the expiration of three years beginning with the date of this permission and the development shall be begun not later than the expiration of two years from the final approval of the reserved matters.

REASON: Required to be imposed pursuant to Section 92 of the Town and Country Planning Act 1990, as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

2. No development shall take place without the prior written approval of the Local Planning Authority of the reserved matters, that is, details of: (i) the layout (ii) the scale (iii) the appearance (iv) the means of access to the buildings (including the provision to be made for vehicle and cycle parking) and (v) the landscaping of the site (including any proposed changes to existing ground levels, means of enclosure and boundary treatment, hard surfaced areas and materials planting plans, specifications and schedules, existing plants to be retained and showing how account has been taken of any underground services);  
(b) The approved proposals relating to means of access to the buildings and parking provision shall be carried out in accordance with the approved details prior to the first occupation of the development and retained thereafter at all times;  
(c) The approved proposals relating to landscaping shall be implemented in accordance with the approved details in the first planting season following the first occupation of the development. Any trees or shrubs planted in accordance with this condition which are removed, uprooted, destroyed, die or become severely damaged or seriously diseased within 5 years of planting shall be replaced within the next planting season by trees or shrubs of similar size and species to those originally required to be planted, unless the Local Planning Authority give its written consent to any variation.

REASON: To comply with Policy G1 of the Ribble Valley Districtwide Local Plan and Policy DMG1 of the Ribble Valley Core Strategy (Post Submission Version Including Proposed Main Changes) in order that the Local Planning Authority should be satisfied as to the details, because the application was made for outline permission without the details referred to in the condition.

3. Notwithstanding the indicative plans, the height of the development proposed in any subsequent reserved matters application shall not exceed two storeys.

REASON: In the interests of nearby residential amenity and to protect the character and appearance of nearby listed buildings and the conservation area, having regard to Policies G1 and ENV16 of the Ribble Valley

Districtwide Local Plan and Policies DMG1 and EN5 of the Ribble Valley Core Strategy (Post Submission Version Including Proposed Main Changes).

4. The reserved matters application shall be accompanied by a scheme for the disposal of foul and surface waters. The scheme shall be implemented in accordance with the approved details prior to the completion of the development.

REASON: To prevent increased risk of flooding and pollution of the water environment and to ensure satisfactory means of foul drainage in accordance with Policies ENV7, ENV9 and ENV13 of the Ribble Valley Districtwide Local Plan and Policies EN2, EN4, DME2 and DME3 of the Ribble Valley Core Strategy (Post Submission Version Including Proposed Main Changes).

5. Prior to the commencement of development, the following information shall be submitted to the Local Planning Authority (LPA) for approval in writing:
  - (a) A Desk Study which assesses the risk of the potential for on-site contamination and ground gases and migration of both on and off-site contamination and ground gases.
  - (b) If the Desk Study identifies potential contamination and ground gases, a detailed Site Investigation shall be carried out to address the nature, degree and distribution of contamination and ground gases and shall include an identification and assessment of the risk to receptors as defined under Part IIA of the Environmental Protection Act 1990, focusing primarily on risks to human health and controlled waters. The investigation shall address implications of the health and safety of site workers, of nearby occupied building structures, on services and landscaping schemes and on wider environmental receptors including ecological systems and property. The sampling and analytical strategy shall be submitted to and approved in writing by the LPA prior to the site investigation survey.
  - (c) If the site investigation indicates remediation is necessary, a Remediation Statement detailing the recommendations and remedial measures to be implemented within the site shall be submitted to and approved in writing by the LPA. The remediation shall be carried out in accordance with the agreed statement and on completion of the development/remedial works, the developer shall submit a Verification Report to the LPA for approval in writing that certifies that all works were completed in accordance with the agreed Remediation Statement prior to the first occupation of the development.

REASON: To prevent pollution of ground and surface waters both on and off site and to ensure the site is suitable for its end use in accordance with Policies ENV7, ENV9 and ENV13 of the Ribble Valley Districtwide Local Plan and Policies EN2, EN4, DME2 and DME3 of the Ribble Valley Core Strategy (Post Submission Version Including Proposed Main Changes).

6. Demolition and site clearance shall be undertaken outside the nesting bird season [March - August inclusive] unless the vegetation has been surveyed for nesting birds by a suitably qualified ecologist immediately prior to its removal and the survey submitted to and approved in writing by the Local Planning Authority prior to the vegetation removal. Demolition and site clearance shall be undertaken in accordance with the requirements of the survey.

REASON: To ensure that there are no adverse effects on the favourable conservation status of birds in accordance with Policies G1 and ENV7 of the Ribble Valley Districtwide Local Plan, Policies DMG1 and DME3 and Key Statement EN5 of the Core Strategy (Post Submission Version Including Proposed Main Changes).

7. No site works shall take place until a Construction Management Plan 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;
- Areas for loading, unloading and storage of plant and materials;
- Wheel washing facilities;
- Periods when plant and materials trips should not be made to and from the site (mainly peak hours, but the developer to suggest times when trips of this nature should not be made);
- Routes to be used by vehicles carrying plant and materials to and from the site;
- Measures to ensure that construction vehicles do not impede adjoining accesses;
- The erection and maintenance of security hoardings;
- Details of the storage of potential ground and water contaminants; and
- A scheme to control noise and dust during the construction phase.

REASON: In the interests of residential amenity and highway safety, having regard to Policy G1 of the Ribble Valley Districtwide Local Plan and Policy DMG1 of the Ribble Valley Core Strategy (Post Submission Version Including Proposed Main Changes).

(Councillor S Carefoot returned to the meeting)

5. APPLICATION NO: 3/2104/0186/P (GRID REF: SD 373502 437619)  
PROPOSED EXTENSIONS TO AND REMODELLING OF EXISTING  
DWELLING AT LAMB ROE COTTAGE, CLITHEROE ROAD, BARROW,  
CLITHEROE BB7 9AQ

GRANTED subject to the following conditions:

1. The development must be begun no later than the expiration of three years beginning with the date of this permission.

REASON: Required to be imposed in pursuance to Section 91 of the Town and Country Planning Act 1990.

2. Precise specifications or samples of walling, roofing and window framing materials and including their colour and texture shall have been submitted to and approved in writing by the Local Planning Authority prior to their use in the proposed development.

REASON: In order that the Local Planning Authority may ensure that the materials to be used are appropriate to the locality in accordance with Policy G1 of the Ribble Valley Districtwide Local Plan and Policy DMG1 of the Core Strategy 2028 to 2018 A Local Plan for Ribble Valley Regulation 22 Submission Draft.

3. The development hereby permitted shall be carried out in complete accordance with the submitted plans:

- Drawing Ref: 190 Job No.11 Rev B (As amended 26<sup>th</sup> March 2014)

REASON: For the avoidance of doubt since the proposal was the subject of agreed amendments and to clarify which plans are relevant.

6. APPLICATION NO: 3/2013/0440/P (GRID REF: SD 377818 437230)  
OUTLINE APPLICATION FOR RESIDENTIAL DEVELOPMENT OF LAND FOR 14 HOUSES, 3 BUNGALOWS AND A NEW ACCESS ROAD AT LAND TO REAR OF PENDLE STREET EAST, SABDEN

The Senior Planning Officer commented that an extra condition would need to be added in relation to a contaminated land survey.

Councillor Newmark was given permission to speak on this application.

DEFERRED and DELEGATED to the Director of Community Services for approval following the satisfactory completion of a Legal Agreement within 3 months from the date of this Committee Meeting and subject to the following conditions:

1. Application for approval of reserved matters must be made not later than the expiration of three years beginning with the date of this permission and the development must be begun not later than whichever is the later of the following dates.

- (a) The expiration of three years from the date of this permission; or

- (b) The expiration of two years from the final approval of the reserved matters or, in the case of approval on different dates, the final approval of the last such matter to be approved.

REASON: Required to be imposed in pursuance to Section 91 of the Town and Country Planning Act 1990.

2. The submission of Reserved Matters in respect of scale and building height shall be carried out in substantial accordance with the eaves/ridge heights and footprint parameters contained within the approved Design & Access Statement (As amended June 2013).

REASON: For the avoidance of doubt to ensure there is no ambiguity in the decision notice over the scale of development that has been approved. In accordance with Policies G1, ENV3 and ENV13 of the Ribble Valley Districtwide Local Plan and Policies DMG1, EN2 and DME3 of the Ribble Valley Core Strategy Regulation 22 Submission Draft ensuring a satisfactory standard of appearance and scale given its location.

3. No more than 17 dwellings (Use Class C3) are hereby permitted within the application site.

REASON: For the avoidance of doubt to ensure there is no ambiguity in the decision notice over what amount of development has been approved. In accordance with Policies G1, ENV3 and ENV13 of the Ribble Valley Districtwide Local Plan and Policies DMG1, EN2 and DME3 of the Ribble Valley Core Strategy Regulation 22 Submission Draft ensuring a satisfactory standard of appearance and scale given its location

4. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 there shall not at any time in connection with the development hereby permitted be erected or planted or allowed to remain upon the land hereinafter defined any building, wall, fence, hedge tree, shrub or other device.

The visibility splay to be the subject of this condition shall be at the junction of the new estate road and Pendle Street East, and shall be that land in front of the visibility splays shown on drawing number 07B, and shall be constructed and maintained at footway/verge level in accordance with a scheme to be agreed by the Local Planning Authority in conjunction with the Highways Authority.

REASON: To ensure adequate visibility splays at the street junction or site access. In accordance with Policy T1 of the Ribble Valley Districtwide Local Plan and Policies DMG1 and DMG3 of the Ribble Valley Core Strategy Regulation 22 Submission Draft.

5. The new estate road shall be constructed in accordance with the Lancashire County Council specification for Construction of Estate Roads to at least base course level before any other construction work takes place within the site.

REASON: To ensure satisfactory access is provided to the site before the construction of the development hereby permitted commences. In accordance with Policy T1 of the Ribble Valley Districtwide Local Plan and Policies DMG1 and DMG3 of the Ribble Valley Core Strategy Regulation 22 Submission Draft.

6. Before construction work commences facilities shall be provided within the site by which means of the wheels of vehicle may be cleaned before leaving the site.

REASON: To avoid the possibility of the public highway being affected by the deposit of mud and/or loose materials thus creating a potential hazard to road users. In accordance with Policy T1 of the Ribble Valley Districtwide Local Plan and Policies DMG1 and DMG3 of the Ribble Valley Core Strategy Regulation 22 Submission Draft.

7. No development shall take place until a Construction Management Plan 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 material;
- Storage of plant materials used in the construction of development;
- The erection and maintenance of security hoardings;
- Wheel washing facilities;
- A management plan to control the emission of dust and dirt during construction identifying suitable mitigation measures;
- A scheme for protecting trees;
- Routes into and out of the site to be utilised by construction traffic
- A scheme for recycling/disposing of waste resulting from construction work; and
- A scheme to control noise during the construction phase.

REASON: In the interests of protecting residential amenity from noise and disturbance during the construction phase of the development in accordance with Policy G1 of the Ribble Valley Districtwide Local Plan and Policy DMG1 of the Ribble Valley Core Strategy (Regulation 22 Submission Draft).

8. No building shall be erected within three metres of any public sewer unless otherwise agreed in writing by the Local Planning Authority.

REASON: To protect existing surface infrastructure. In accordance with Policies ENV7, ENV9 and ENV13 of the Ribble Valley Districtwide Local Plan and Policies EN2, EN4, DME2 and DME3 of the Ribble Valley Core Strategy Regulation 22 Submission Draft.

9. Notwithstanding any indication on the approved plans, no development approved by this permission shall commence until a scheme for the disposal

of foul and surface waters has been submitted to an approved in writing by the Local planning Authority. For the avoidance of doubt, surface water must drain separate from the foul and no surface water will be permitted to discharge directly or indirectly into existing foul or combined sewerage systems. Any surface water draining to the public surface water sewer must be restricted to a maximum pass forward flow of 5l/s. The development shall be completed, maintained and managed 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. In accordance with Policies ENV7, ENV9 and ENV13 of the Ribble Valley Districtwide Local Plan and Policies EN2, EN4, DME2 and DME3 of the Ribble Valley Core Strategy Regulation 22 Submission Draft.

10. No part of the development hereby approved shall commence until a scheme for the construction of the site access has been submitted to and approved by the planning authority in consultation with the highway authority.

REASON: To ensure adequate visibility splays are maintained at all times and to ensure the proposed Highways works are acceptable prior to the commencement of the development. In accordance with Policy T1 of the Ribble Valley Districtwide Local Plan and Policies DMG1 and DMG3 of the Ribble Valley Core Strategy Regulation 22 Submission Draft.

11. Prior to the commencement of development, a revised Extended Phase 1 Habitat Survey & Baseline Ecological Impact Assessment shall be submitted to and approved by the Local Planning Authority, for the avoidance of doubt, the survey shall include mitigation measures and timing of works and the development shall thereafter be carried out in accordance with the survey.

REASON: To ensure that the development does not pose a threat or undermine the potential ecological value of the site. In accordance with Policies ENV7, ENV9 and ENV13 of the Ribble Valley Districtwide Local Plan and Policies EN2, EN4, DME2 and DME3 of the Ribble Valley Core Strategy Regulation 22 Submission Draft

12. The submission of Reserved Matters in respect of layout shall include the provision for 4 visitor parking bays as indicated on Site Plan & Street Elevation Drawing 010-223 Rev: B as amended 20 February 2014

REASON: To ensure the proposed development does not lead to additional on street parking within the vicinity. In accordance with Policy T1 of the Ribble Valley Districtwide Local Plan and Policies DMG1 and DMG3 of the Ribble Valley Core Strategy Regulation 22 Submission Draft.

13. Prior to the commencement of development, the following information shall be submitted to the Local Planning Authority (LPA) for approval in writing:

- (a) A Desk Study which assesses the risk of the potential for on-site contamination and ground gases and migration of both on and off-site contamination and ground gases.
- (b) If the Desk Study identifies potential contamination and ground gases, a detailed Site Investigation shall be carried out to address the nature, degree and distribution of contamination and ground gases and shall include an identification and assessment of the risk to receptors as defined under Part IIA of the Environmental Protection Act 1990, focusing primarily on risks to human health and controlled waters. The investigation shall address implications of the health and safety of site workers, of nearby occupied building structures, on services and landscaping schemes and on wider environmental receptors including ecological systems and property. The sampling and analytical strategy shall be submitted to and approved in writing by the LPA prior to the site investigation survey.
- (c) If the site investigation indicates remediation is necessary, a Remediation Statement detailing the recommendations and remedial measures to be implemented within the site shall be submitted to and approved in writing by the LPA. The remediation shall be carried out in accordance with the agreed statement and on completion of the development/remedial works, the developer shall submit a Verification Report to the LPA for approval in writing that certifies that all works were completed in accordance with the agreed Remediation Statement prior to the first occupation of the development.

REASON: To prevent pollution of ground and surface waters both on and off site and to ensure the site is suitable for its end use in accordance with Policies ENV7, ENV9 and ENV13 of the Ribble Valley Districtwide Local Plan and Policies EN2, EN4, DME2 and DME3 of the Ribble Valley Core Strategy (Post Submission Version Including Proposed Main Changes).

(Mrs Douglas spoke in favour of the above application. Mr Edwards spoke against the above application).

721 ITEMS DELEGATED TO DIRECTOR OF COMMUNITY SERVICES UNDER SCHEME OF DELEGATED POWERS

The following proposals have been determined by the Director of Community Services under delegated powers:

722 APPLICATIONS APPROVED

<u>Plan No</u>	<u>Proposal</u>	<u>Location</u>
3/2013/0506/P	Replacement of 5 No crittall single glazed windows to front elevation	Clitheroe Royal Grammar School, York Street Clitheroe
3/2013/0724/P	Flat roof enclosure between	Ribchester Village Hall and Ribchester Museum



<b><u>Plan No</u></b>	<b><u>Proposal</u></b>	<b><u>Location</u></b>
3/2013/0537/P	Application to discharge condition No.3 (Materials) and condition No.4 (window glazing) of planning permission 3/2013/0231P	Ashton, Eastham Street Clitheroe
3/2013/0738/P	Planning permission is sought for the variation of condition no 9 of planning permission 3/20108/1005/P to replace proposed dry stone walls with stock proof fencing and to extend the residential curtilage approved under the same application	11 Whinney Lane Langho
3/2013/0896/P	Proposed conversion of barn to form 2no. dwellings with associated works, including erection of a quadruple garage and formation of access to Bowland Gate Lane via an existing gateway	Brocklehurst Farm Bowland Gate Lane West Bradford
3/2013/0946/P (PA) & 3/2013/0967/P (LBC)	Conversion of pig sty to form additional living accommodation with associated works	Greaves Farm Holden Lane Bolton-by-Bowland
3/2013/0980/P	Construction of a new earth bank lagoon for the storage of digestate produced at the anaerobic digestion plant	Wilcross Farm at Watt Close Farm Burnley Road, Gisburn
3/2013/1001/P	Proposed housing development of 3 x two storey 3 bedroomed houses (resubmission of application 3/2012/1113/P)	Parker Avenue Clitheroe
3/2013/1007/P	Removal of condition 1 of planning permission 3/2005/0289/P (3/2005/0289/P was a resubmission of 3/2004/0297/P to modify applications BO1318, BO1609, BO1806 and 3/1999/0662/P) to allow year round holiday use of the units	Todber Caravan Park Burnley Road Gisburn
3/2013/1014/P	Erection of single storey stable block providing 3 stables and associated tack and feed store	Fletcher Farm Osbaldeston Lane Osbaldeston

<b><u>Plan No</u></b>	<b><u>Proposal</u></b>	<b><u>Location</u></b>
3/2013/1016/P	Two storey rear and side extensions and erection of a detached garage	15 Clitheroe Road Whalley
3/2013/1017/P	Change of use for annex section of the house to be used as a holiday let	Cottam House Cottage Writtenstone Lane Longridge
3/2013/1034/P	Change of use of former Public Conveniences to Class A1 retail shop (fruit and vegetables)	Public Conveniences Mellor Brow, Mellor
3/2013/1039/P	Application to discharge Conditions 3 and 8 of planning permission 3/2013/0877 dated 6/12/2013	2 Parlick Avenue Longridge
3/2013/1041/P (Building 3) & 3/2014/0142/P (Building 2)	Erection of agricultural livestock building(s) to accommodate breeding sheep	Dockber Laithe Farm Sawley
3/2013/1045/P	Loft conversion with two dormer windows to the rear elevation and a porch	2 Long Close, Clitheroe
3/2013/1047/P	Variation of condition 2 of planning permission 3/2012/0241/P	Chatburn Village Motor Co. Sawley Road, Chatburn
3/2013/1049/P	Proposed bedroom extension above the existing garage	3 Bradyll Court Brockhall Village Old Langho
3/2013/1057/P	Amendment to approved application 3/2013/0206 relating to the proposed workshop/ studio building	Fern Cottage Hollin Hall Lane, Longridge
3/2013/1067/P	Proposed single storey kitchen extension	The Black Horse Pimlico Road Pimlico, Clitheroe
3/2013/1068/P	First floor rear extension	76 Downham Road Chatburn
3/2013/1069/P	Variation of condition 2 of planning permission 3/2011/0222/P	Fort Vale Engineering Ltd Caldervale Park Simonstone
3/2013/1074/P	Removal of condition No 3 (agricultural occupancy condition) and No 4 (employed at Boot Farm) of planning permission 3/1998/0782/P	Hob Croft Alston Lane Longridge

<b><u>Plan No</u></b>	<b><u>Proposal</u></b>	<b><u>Location</u></b>
3/2014/0006/P	First floor extension to provide master/en suite bedroom, utility extension, bay window and covered roof area, new roof finish (slate) to existing house roof (concrete tiles)	Former Police Station Slaidburn Road Newton in Bowland
3/2014/0014/P	External wall insulation rendering to match existing. Development and finished in Weber render (colour 012 earth) over which Derbyshire Spa aggregate – will be applied	1 Kirklands Chipping
3/2014/0015/P	External wall insulation rendering to match existing. Development and finished in Weber render (colour 012 earth) over which Derbyshire Spa aggregate – will be applied	2 Kirklands Chipping
3/2014/0016/P	External wall insulation rendering to match existing. Development and finished in Weber render (colour 012 earth) over which Derbyshire Spa aggregate – will be applied	3 Kirklands Chipping
3/2014/0017/P	External wall insulation rendering to match existing. Development and finished in Weber render (colour 012 earth) over which Derbyshire Spa aggregate – will be applied	4 Kirklands Chipping
3/2014/0018/P	External wall insulation rendering to match existing. Development and finished in Weber render (colour 012 earth) over which Derbyshire Spa aggregate – will be applied	7 Kirklands Chipping
3/2014/0019/P	External wall insulation rendering to match existing. Development and finished in Weber render (colour 012 earth) over which Derbyshire Spa aggregate – will be applied	8 Kirklands Chipping
3/2014/0020/P	External wall insulation rendering to match existing. Development and finished in Weber render (colour 012 earth) over which Derbyshire Spa aggregate – will be applied	9 Kirklands Chipping

<b><u>Plan No</u></b>	<b><u>Proposal</u></b>	<b><u>Location</u></b>
3/2014/0021/P	External wall insulation rendering to match existing. Development and finished in Weber render (colour 012 earth) over which Derbyshire Spa aggregate – will be applied	11 Kirklands Chipping
3/2014/0022/P	External wall insulation rendering to match existing. Development and finished in Weber render (colour 012 earth) over which Derbyshire Spa aggregate – will be applied	12 Kirklands Chipping
3/2014/0023/P	External wall insulation rendering to match existing. Development and finished in Weber render (colour 012 earth) over which Derbyshire Spa aggregate – will be applied	14 Kirklands Chipping
3/2014/0024/P	External wall insulation rendering to match existing. Development and finished in Weber render (colour 012 earth) over which Derbyshire Spa aggregate – will be applied	15 Kirklands Chipping
3/2014/0025/P	External wall insulation rendering to match existing. Development and finished in Weber render (colour 012 earth) over which Derbyshire Spa aggregate – will be applied	16 Kirklands Chipping
3/2014/0026/P	External wall insulation rendering to match existing. Development and finished in Weber render (colour 012 earth) over which Derbyshire Spa aggregate – will be applied	17 Kirklands Chipping
3/2014/0027/P	External wall insulation rendering to match existing. Development and finished in Weber render (colour 012 earth) over which Derbyshire Spa aggregate – will be applied	18 Kirklands Chipping
3/2014/0028/P	External wall insulation rendering to match existing. Development and finished in Weber render (colour 012 earth) over which Derbyshire Spa aggregate – will be applied	19 Kirklands Chipping

<b><u>Plan No</u></b>	<b><u>Proposal</u></b>	<b><u>Location</u></b>
3/2014/0029/P	External wall insulation rendering to match existing. Development and finished in Weber render (colour 012 earth) over which Derbyshire Spa aggregate – will be applied	20 Kirklands Chipping
3/2014/0030/P	External wall insulation rendering to match existing. Development and finished in Weber render (colour 012 earth) over which Derbyshire Spa aggregate – will be applied	22 Kirklands Chipping
3/2014/0031/P	External wall insulation rendering to match existing. Development and finished in Weber render (colour 012 earth) over which Derbyshire Spa aggregate – will be applied	23 Kirklands Chipping
3/2014/0032/P	External wall insulation rendering to match existing. Development and finished in Weber render (colour 012 earth) over which Derbyshire Spa aggregate – will be applied	24 Kirklands Chipping
3/2014/0033/P	External wall insulation rendering to match existing. Development and finished in Weber render (colour 012 earth) over which Derbyshire Spa aggregate – will be applied	26 Kirklands Chipping
3/2014/0034/P	External wall insulation rendering to match existing. Development and finished in Weber render (colour 012 earth) over which Derbyshire Spa aggregate – will be applied	The Shambles 29 Kirklands Chipping
3/2014/0035/P	External wall insulation rendering to match existing. Development and finished in Weber render (colour 012 earth) over which Derbyshire Spa aggregate – will be applied	31 Kirklands Chipping
3/2014/0036/P	External wall insulation rendering to match existing. Development and finished in Weber render (colour 012 earth) over which Derbyshire Spa aggregate – will be applied	32 Kirklands Chipping

<b><u>Plan No</u></b>	<b><u>Proposal</u></b>	<b><u>Location</u></b>
3/2014/0038/P	Alterations to existing dwelling including 2 storey extension and single storey addition at the rear to create a master bedroom with en suite and a new dining/kitchen/garden room	36 Limefield Avenue Whalley
3/2014/0041/P	Single Storey extension to the rear	8 Chapel Hill Longridge
3/2014/0046/P	External wall insulation rendering to match existing. Development and finished in Weber render (colour 012 earth) over which Derbyshire Spa aggregate – will be applied	30 Kirklands Chipping
3/2014/0047/P	External wall insulation rendering to match existing. Development and finished in Weber render (colour 012 earth) over which Derbyshire Spa aggregate – will be applied	27 Kirklands Chipping
3/2014/0048/P	External wall insulation rendering to match existing. Development and finished in Weber render (colour 012 earth) over which Derbyshire Spa aggregate – will be applied	25 Kirklands Chipping
3/2014/0049/P	External wall insulation rendering to match existing. Development and finished in Weber render (colour 012 earth) over which Derbyshire Spa aggregate – will be applied	13 Kirklands Chipping
3/2014/0050/P	External wall insulation rendering to match existing. Development and finished in Weber render (colour 012 earth) over which Derbyshire Spa aggregate – will be applied	10 Kirklands Chipping
3/2014/0051/P	Proposed implement storage building	Carr Meadow Barn Carr Lane, Balderstone
3/2014/0053/P	Proposed demolition of all buildings on site (existing house kennels and various outbuildings) and erection of a dwellinghouse (including bed and breakfast element)	The Eaves Pendleton Road Wiswell
Cont/	reduced footprint scheme of	

<b><u>Plan No</u></b>	<b><u>Proposal</u></b>	<b><u>Location</u></b>
Cont...	existing approved application 3/2012/0010/P	
3/2014/0054/P	Internal renovation and repairs	Dower House 41 Lowergate, Clitheroe
3/2014/0061P	Application for discharge of condition no. 5 relating to landscaping of planning permission 3/2013/0760/P	The Old Smithy Little Bowland Road Bowland with Leagram
3/2014/0062/P	Discharge of condition 8 (land contamination) of planning consent 3/2013/0271/P	Land at George Lane Read
3/2014/0073/P	Loft Conversion with front and rear dormer. Single Storey extension to create garage and utility. New porch to front entrance	42 Hillcrest Road Langho
3/2014/0076/P	Demolition of existing rear extension and outbuilding and erection of single storey rear extension	4 Greenacres Read
3/2014/0077/P	Replacement of two existing wood panel garages with a new build brick and block garage	3 Larkhill Cottages Old Langho
3/2014/0078/P	Demolish existing garage and store. Construct new garage and store	Laycock Farm Northcote Road, Langho
3/2014/0082/P	Demolition of existing conservatory and erection of replacement sunroom to rear	Cayley Cottage 1 Victoria Avenue, Chatburn
3/2014/0084/P	Erection of agricultural building 18.2m wide x 22.86m long for calf rearing	Little Town Farm Chipping Road, Thornley
3/2014/0088/P	Non-material amendment application relating to the relocation of the window in the study into the gable on Plot No 4 and attaching the original approved detached garage to the gable elevation on Plot No 2	Abbey Farm Nethertown Close Whalley
3/2014/0092/P	Discharge of condition No 6 (bat provision) of planning application 3/2013/0985	Cob House, Green Lane Grindleton
3/2014/0094/P	Proposed kitchen/dining room extension and detached double garage	64 Inglewhite Road Longridge

<b><u>Plan No</u></b>	<b><u>Proposal</u></b>	<b><u>Location</u></b>
3/2014/0098/P	Extension on rear elevation to create a dining room and wine cellar	Dene Farm Hurst Green, Clitheroe
3/2014/0099/P (PA) & 3/2014/0100/P (LBC)	Extension to first floor to form bedrooms	Spread Eagle Hotel Sawley Road Sawley
3/2014/0107/P	Erection of new two-storey house with a basement on land to the rear	Bolton Fold Cottage at Bolton Fold Cottage Alston Lane, Alston
3/2014/0108/P	Removal of existing dormer and replacement with extended version	West Winds, Salthill Road Clitheroe
3/2014/0109/P	Demolition of rear conservatory and construction of single storey rear extension	4 Shaw Gardens Chatburn
3/2014/0112/P	Single storey extension to the rear to form annex	Veepings Farm Bungalow Holden Lane Bolton by Bowland
3/2014/0113/P	Installation of two 0.3m transmission dishes on existing mass	Forty Acre Farm Jeffrey Hill, Longridge
3/2014/0114/P	Proposed two-storey extension to the rear	7 Limefield Avenue Whalley
3/2014/0117/P	Demolish existing garage and erect two-storey side extension	25 Kenilworth Drive Clitheroe
3/2014/0118/P	Proposed first floor side extension over the attached double garage (resubmission of 3/2013/0878)	11 Holme Hill Clitheroe
3/2014/0121/P	Proposed extension to rear and new pitched roof to existing garage	Stanley House, Lower Lane Longridge
3/2014/0123/P	Single storey extension to rear. Addition of second dormer to front and alteration of existing dormer to add pitched roof. Replacement of existing flat roof to the side of the property with pitched roof. Alterations to access and creation of two parking spaces in front of the existing garage	4 Broadtree Close Mellor
3/2014/0128/P	Proposed two storey side extension	6 Brooklyn Road Wilpshire



<b><u>Plan No</u></b>	<b><u>Proposal</u></b>	<b><u>Location</u></b>
3/2014/0131/P	Replacement dwelling (amendment to approved plans 3/2013/0734/P)	Brookfield Stoneygate Lane Ribchester
3/2014/0133/P	Proposed two-storey extension to form showroom and office	Dick Leigh Chainsaw Specialists Ashleigh, Clitheroe Road Barrow
3/2014/0134/P	Proposed front extension	7 Wheatley Drive Longridge
3/2014/0137/P	Single storey rear extension and external landscaping including changing levels within the garden area	Hammond Field Hammond Drive Read
3/2014/0144/P	Non material amendment to planning application 3/2010/0989/P for the erection of a 10kw wind turbine with hub height of 18m diameter of 7.28m	Mason House Farm Clitheroe Road Bashall Eaves
3/2014/0149/P 3/2014/0173/P	Single storey extension to rear Discharge of condition 3 (materials) and 8 (boundary details) of planning permission 3/2013/0004/P	18 Whinney Lane, Langho Abbey Farm Nethertown Close, Whalley
3/2014/0185/P	Discharge of condition 5 (description and images of proposed walling/roofing materials); condition 9 (building recording programming – confirmation that this condition does not need to be discharged); and condition 10 (proposed drainage layout) of planning permission 3/2013/0887/P	Bay Gate Barn Bolton-by-Bowland

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**APPLICATIONS REFUSED**

<b><u>Plan No</u></b>	<b><u>Proposal</u></b>	<b><u>Location</u></b>	<b><u>Reasons for Refusal</u></b>
3/2013/1033/P	Proposed single storey extension to existing dwelling to form sun-lounge	Cowgill House Gisburn Road Sawley	Contrary to Local Plan Policies and Supplementary Planning Guidance: House Extensions.

<b><u>Plan No</u></b>	<b><u>Proposal</u></b>	<b><u>Location</u></b>	<b><u>Reasons for Refusal</u></b>
3/2013/1048/P	Demolition of existing garage and erection of new garage with accommodation over and extension to existing annex	Holmes Cottage Woone Lane Clitheroe	Contrary to G1, H10, ENV16, SPG – Extensions and Alterations to dwellings, DMG1, DME4 and DMH5 of CS and Section 12 of NPPF.
3/2013/1054/P (PA) & 3/2013/1055/P (LBC)	Create new entrance off car park to rear of building and relocate existing fire escape staircase. Internal refurbishment at	The White Bull Hotel Main Street Gisburn	Harmful to character and significance of the listed building because of the loss and alteration of important historic fabric and plan form from works to interior and a new entrance. Contrary to NPPF paragraph 17, 131 and 132, ENV20 and CSReg.22 SD PSR DME4.
3/2013/1059/P	Change of Use from Sui Generis Shop to Hot Food Takeaway (Class A5)	59 King Street Whalley	DWLP - G1, ENV16, S10, SPG / Core Strategy DMG1, DME4 – Detrimental to residential amenity (noise and odour) and highway safety.
3/2013/1060/P	Construction of a part two storey, part single storey side extension for residential accommodation	70a Downham Rd Chatburn	Contrary to Policy G1 of DWLP and DMG1 of CS and SPG on Extensions and Alterations to Dwellings.

<b><u>Plan No</u></b>	<b><u>Proposal</u></b>	<b><u>Location</u></b>	<b><u>Reasons for Refusal</u></b>
3/2013/1076/P	Proposed dwelling	new Holmes Cottage Woone Lane Clitheroe	Contrary to Policies G1, ENV16 & ENV19 of DWLP. Policies DMG1 and DME4 of CS and Section 12 of NPPF.
3/2014/0010/P	Erection of single storey extension to side and rear	26 Holden Street Clitheroe	Contrary to Policies G1, H10, T7 of DWLP and adopted SPG Extensions and Alterations to Dwellings and Policies DMG1, DMG3 and DMH5 of CS.
3/2014/0067/P	Single storey rear and side extensions including alterations to main house roof raising the ridge by 1m	44 Waddow Grove Waddington	G1, H10, SPG – harmful to visual amenities of street scene
3/2014/0074/P	Variation of condition 3 of planning permission 3/2012/1099/P to allow holiday let to be used as a dwelling at Garage adjacent to	1 Swinglehurst Cottage Garstang Road Chipping	Policies G5, H2, DMG2, DMH3 and NPPF – The proposal represents the unjustified formation of a residential unit in the open countryside and would result in the loss of a unit of holiday accommodation to the detriment of the local rural economy.

<u>Plan No</u>	<u>Proposal</u>	<u>Location</u>	<u>Reasons for Refusal</u>
3/2014/0075/P	Proposed conversion of two traditional farm buildings into two full open market dwellings and the demolition and re-building of an existing farmhouse. Resubmission of 3/2012/1048	Sheepfold Farm Balderstone Hall Lane Balderstone	<p>Policies G1, G5, H2, DMG1, DMG2, DMH3 - isolated location of the site outside any settlement and distance from any services, does not represent sustainable development and would therefore form an unjustified dwelling within the open countryside.</p> <p>Policies ENV3, H12, H14 DME2 and DMH5 – replacement dwelling: significant – detrimental to visual amenity.</p> <p>Policies G1, ENV3, H17, DMG1, DME2, DMH4 – barn conversion: detrimental impact on the original character of this traditional building and visual amenity.</p> <p>Policies G1, ENV3, H12, H15 and H17 DWLP, Policies EN2, DME2, DME4, DMG1, DMH3, DMH4 – barn conversion: residential curtilages and parking areas (garages) – domestication of open countryside.</p>

<u>Plan No</u>	<u>Proposal</u>	<u>Location</u>	<u>Reasons for Refusal</u>
3/2014/0122/P	Replacement of three existing windows with two second-hand stone mullion windows	Wilkinsons Farmhouse Simonstone	Harmful to character and significance of the listed building and the setting and significance of nearby listed buildings (loss of agricultural identity to bay 3 and the introduction of overtly domestic windows of historical design). NPPF Paragraph 17, 131 and 132; Local Plan Policies ENV20 and ENV19 and Core Strategy Policy DME4.
3/2014/0124/P	Proposed two storey side extension, rear conservatory and two roof lights	5 The Crescent Dunsop Bridge Clitheroe	G1, ENV1, H10, SPG, DMG1, EN2, DMH5 – terracing detrimental to visual amenity and overlooking of neighbouring property.
3/2014/0126/P	Alterations to rear dormer replacing flat roof with slated pitched roof	Lower Stony Bank Slaidburn	G1, ENV1, ENV3, H10, SPG, DMG1, EN2, DMH5 – Detrimental to existing house and visual amenity.

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PROPOSED LARGER HOME EXTENSION NOTIFICATION WHERE PRIOR APPROVAL WILL **NOT** BE NECESSARY.

<u>Plan No</u>	<u>Proposal</u>	<u>Location</u>
3/2014/0079/P	Single Storey mono pitch garden room to rear measuring 4.68m (projection) x 3.5m (Maximum Height) x 2.25m (eaves Height)	300 Pleckgate Road Blackburn

3/2014/0093/P Single storey rear extension. 1 The Crescent  
 Projecting 6m from the rear wall of Clitheroe  
 the original dwelling, built to a  
 maximum height of 3.29m and  
 eaves height of 2.4m

725 OBSERVATIONS TO ANOTHER LOCAL AUTHORITY

<u>Plan No</u>	<u>Proposal</u>	<u>Location</u>
3/2014/0085/P	Consultation on request for screening opinion	land at Parsonage Road, Wilpshire

726 CERTIFICATE OF LAWFULNESS FOR A PROPOSED USE OR DEVELOPMENT

<u>Plan No</u>	<u>Proposal</u>	<u>Location</u>
3/2014/0110/P	Certificate of Lawfulness application for the proposed removal of existing conservatory and replacement with single storey rear extension	37 Abbots Croft Whalley

727 REFUSAL OF CERTIFICATE OF LAWFULNESS FOR A PROPOSED USE OR DEVELOPMENT

<u>Plan No</u>	<u>Proposal</u>	<u>Location</u>
3/2014/0160/P	Certificate of Lawfulness for a proposed use for a conservatory to the rear of the property	1 Kayfold Lodge Ramsgreave

728 TOWN AND COUNTRY PLANNING (GENERAL PERMITTED DEVELOPMENT) ORDER 1995 PARTS 6 & 7 PRIOR NOTIFICATION OF AGRICULTURAL AND FORESTRY BUILDINGS AND ROADS PRIOR APPROVAL **NOT** REQUIRED

<u>Plan No</u>	<u>Proposal</u>	<u>Location</u>
3/2013/1073/P	Prior Approval of proposed change of use of agricultural building to use class C1: Guest House at barn	Higher Flass Farm Settle Road Bolton-by-Bowland

729 SECTION 106 APPLICATIONS

<u>Plan No</u>	<u>Location</u>	<u>Date to Committee</u>	<u>Number of Dwellings</u>	<u>Progress</u>
3/2012/0379	Primrose Mill Woone Lane Clitheroe	16/8/12	14	Deed of Variation Applicants solicitor to be signed
3/2012/0785	Clitheroe Hospital Chatburn Road, Clitheroe	6/12/12	57	Ongoing correspondence

<u>Plan No</u>	<u>Location</u>	<u>Date to Committee</u>	<u>Number of Dwellings</u>	<u>Progress</u>
3/2013/0161	Strawberry Fields Main Street, Gisburn	7/11/13	11	With Agent
3/2013/0747	Land at Whalley Road Billington	7/11/13	56	Awaiting decision notice
3/2012/0942	Land at Higher Standen Farm & part Littlemoor Farm, Clitheroe	12/12/13	1040	With LCC
3/2013/0737	Hansons Garden Centre Whalley Road, Barrow	13/2/14	43	With LCC
3/2013/0771	Land off Middle Lodge Road Barrow	13/2/14	102	With LCC
3/2014/0981	Land at Chatburn Road Clitheroe	13/2/14	23	With LCC
3/2013/0691	Elmridge Farm Elmridge Lane, Chipping	13/2/14	4	With Agent
<b><u>Non Housing</u></b>				
3/2011/0649P	Calder Vale Park Simonstone	15/3/12		Subject to departure procedures, draft 106 received from LCC

<u>Plan No</u>	<u>Location</u>	<u>Date to Committee</u>	<u>Time from First Going to Committee to Decision</u>	<u>Number of Dwellings</u>	<u>Progress</u>
3/2013/0711	Land off Henthorn Road, Clitheroe	7/11/13	16 weeks	140	Decision 24/2/14
3/2012/0964	Land north of Whalley Road Hurst Green	14/3/13	1	30	Decision 25/3/14

730 FOREST OF BOWLAND AONB MANAGEMENT PLAN 2014-2019

Committee received a report seeking the adoption of the Forest of Bowland AONB 2014-2019 Management Plan. The report traced the history of the Forest of Bowland AONB which had been formally designated by government on 10 February 1964. The AONB was managed by a partnership of landowners, farmers, voluntary organisations, wildlife groups, recreation groups, local councils and government agencies. The Forest of Bowland AONB Management Plan describes the special qualities of the area that contributes to the natural significance of the landscape. The document provides a policy framework and identifies a five year programme of objectives to help guide the work of the AONB partnership. The objectives identify ways of working with:

- Landscape
- Biodiversity
- Geodiversity
- Planning and development

The key issues affecting the AONB were climate change, development pressure, pursuit of economic growth, demands for recreation and changes in agricultural practices. The Council had a duty to co-operate with strategic partners including the AONB, elected Members and technical group officers, as well as national and regional organisations including Natural England and the RSPB.

RESOLVED: That Committee approve the Forest of Bowland AONB Management Plan 2014-2019.

731 CONSULTATION RESPONSES TO OTHER LOCAL PLANNING AUTHORITY LOCAL PLAN WORK

The Head of Regeneration and Housing presented a report which informed Members of the various consultation responses which this Council had recently made to surrounding local authorities on their Local Plan work. This Council had been consulted on a number of neighbouring Local Plans as follows:

- Pendle Borough Council Core Strategy Future Options
- Fylde Coast Strategic Housing Market Assessment
- Hyndburn Borough Council Gypsies and Travellers Assessment
- Rossendale Borough Council Strategic Housing Market Assessment
- Blackburn with Darwen Employment Land Review
- Blackburn with Darwen Local Plan Part 2 Site Allocations and Development Management
- Burnley Borough Council Local Plan Issues and Options

The Head of Regeneration and Housing confirmed in answer to a member's question, that work was also ongoing with Preston City Council.

RESOLVED: That the report be noted.

732 LISTED BUILDING AT RISK – DOG KENNELS GISBURNE PARK

Committee received a report on the urgent need for repair works to the 18<sup>th</sup> century grade II listed dog kennels within Gisburne Park Historic Park and Garden (Grade II).

The report traced the history of the site and commented that a site inspection in October 2013 had been prompted by the marketing of the site. The listed building was now in an extreme state of disrepair.

Site inspection and the prescient comment in the Gisburne Historic Landscape Management Plan would suggest that prolonged delay in stabilising building condition could result in the loss of this listed building and its important



contribution to the designated Historic Park and Garden and the setting of a number of listed buildings. Officers will therefore monitor the situation carefully and give early consideration to the next stage in ensuring the proper preservation of the building (the authorisation of Committee will be sought in respect of urgent works notices service should this be required) and inviting English Heritage to comment on this matter.

RESOLVED: That the report be noted.

### 733 CORE STRATEGY UPDATE

The Head of Regeneration and Housing submitted his report which gave a progress report on the Core Strategy.

On 14 January 2014 the Inspector commenced the formal hearings which sat for five and a half days. As a result of those hearings, amendments to the wording to provide further clarification and explanation of the Plan explored during the discussions were identified together with a request from the Inspector for additional information and matters to support this consideration of the Plan in relation to a number of topics. On 31 January 2014 the Inspector issued an interim letter stating his view that the Council needed to make a modification to address his concerns following the hearings, that the proposed housing requirement was too low and that the settlement strategy needed to identify from within the second tier of other settlements those more sustainable settlements where growth could be directed. A schedule of costs incurred by the Core Strategy process was included for Members' information. The Head of Regeneration and Housing did point out that in relation to the costs reported to Committee, these costs are for those items paid; it did not for example include the costs of the hearing held in January 2014, as we had not concluded the Examination.

In response to the Inspector, it was indicated that the necessary work following the hearings would be undertaken with a view to enabling Members to consider the proposed modifications in early May, and the aim of commencing a six week consultation stage by the latter part of May and concluding at the end of June. The Inspector had so far indicated that he was content with that timetable. Whilst it was indicated that matters would be dealt with through the written representations process, the consultation process may raise matters where the Inspector considers that further hearing days were needed. It was therefore possible that the Inspector could issue his report to the Council and conclude the Examination by the end of July at the earliest depending upon his workloads and commitments. Once the Council had received that report and its findings were favourable, the Council would be able to move into the adoption process. The Council would need to formally consider the Inspector's report, endorse any modifications and following recent legislation changes, consult and then confirm the adoption of the Plan.

The Chairman commented that it was therefore intended to arrange a special meeting of Planning and Development Committee in early May to discuss the Core Strategy final documents.

RESOLVED: That the report be noted.

734 APPEALS

- (a) 3/2013/0703/P – Two storey rear extension and dormer and skylights to front elevation at Goose Chase, Preston Road, Ribchester – appeal dismissed.
- (b) 3/2013/0447/P – Conversion and extension of house to create two dwellings at Bleak House, Stonyhurst – appeal dismissed.
- (c) 3/2013/0909/P – Conservatory extension to the south elevation at 9 Manor Road, Whalley – appeal dismissed.
- (d) 3/2013/0793/P – New carport, boundary wall and external landscaping at Great Mitton Hall, Mitton Road, Clitheroe – appeal allowed with conditions.
- (e) 3/2012/0630/P – Outline permission for up to 504 dwellings (Barrow Lands) at land to the south-west of Barrow and west of Whalley Road, Barrow – appeal allowed with conditions.  
Application for partial award of costs – granted.
- (f) Budget Monitoring – report of Director of Resources – copy enclosed.

Committee received a report which showed a breakdown of recent appeal costs and consultant costs on major planning applications as well as a judicial review case.

The majority of the costs related to Barrister fees, representing and advising the Council at appeal. There had also been a need to employ expert witnesses mainly to deal with landscaping and highway issues. Committee's attention was also drawn to the fact that some costs awards had been made on planning appeals in particular one relating to £17,000 and three outstanding cases with amounts either not yet requested or agreed.

RESOLVED: That the report be noted.

735 CONSULTATION FOR PRE-APPLICATION ADVICE

The Chairman announced that a protocol was being drawn up by officers in relation to exploring how ward Members were consulted in relation to planning pre-application advice.

RESOLVED: That the report be noted.

The meeting closed at 7.45pm.

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