



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, 13 DECEMBER 2016** at **6.30PM**.

CHIEF EXECUTIVE
2 December 2016

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 **27 September 2016**.
5. Mayoral Communications.
6. Leader's Report and Question Time.
7. Notice of Motion in the name of Councillor Ken Hind:

“Ribble Valley Borough Council notes the importance of the Clitheroe Market Development to the borough and the need for widespread consultation on proposals for the market, parking and additional buildings constructed on the site: and resolves:

1. to increase the size of the working group appointed by Policy and Finance Committee by 4 additional Members to 10;
2. the new Members to be 3 Conservatives and 1 Liberal Democrat;
3. the 3 new Conservative Members to be nominated by the Leader of the Council and the 1 Liberal Democrat Member to be nominated by the Leader of the Opposition;
4. the working group to decide how they wish:
 - (a) to supervise the consultation carried out by Infusion;
 - (b) how they wish to consult the public, all interested parties and the nominated approved contractor; and
 - (c) how they wish to carry out their task.”

8. To receive and consider, where appropriate, the minutes of the following Committee meetings now circulated (items marked *** are referred to Council for decision).

COMMITTEE MEETINGS: 27 SEPTEMBER TO 15 DECEMBER 2016			
COMMITTEES	DATE OF MEETING	PAGE	MINUTE NO'S
COUNCIL	27 SEPTEMBER	1 – 5	266 – 275
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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, 27 September 2016 starting at 6.30pm
Present: Councillor J Holgate (Chairman)

Councillors:

P Ainsworth	S A Hirst
J E Alcock	A M Knox
S Bibby	S Knox
A Brown	G Mirfin
I Brown	R Newmark
S Brunskill	M Robinson
S Carefoot	I Sayers
P M Dobson	G Scott
P Dowson	R E Sherras
M Fenton	D T Smith
L Graves	R Swarbrick
R Hargreaves	D Taylor
B Hilton	R J Thompson
K Hind	N C Walsh
S Hind	J White

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

Councillor Geldard was not in attendance.

266 MINUTE'S SILENCE

The Mayor, Members and Officers, stood in a minute's silence in memory of Monica Carefoot, a past Deputy Mayoress of the Borough and Kathleen Hill, a past Mayoress of the Borough, who had both died recently.

267 PRAYERS

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

268 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillors S Atkinson, R Bennett, P Elms, R Elms, M French, T Hill, S Hore and J Rogerson.

269 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

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

270 PUBLIC PARTICIPATION

There were no items of public participation.

271 COUNCIL MINUTES

The minutes of the meeting of the Council and the Special Council held on 12 July 2016 were approved as a correct record and signed by the Chairman.

272 MAYORAL COMMUNICATIONS

The Mayor reported on a number of events that she had attended in a very busy period over the last three months. These events included visits to two agricultural shows; she had opened new homes in Whalley and Ribchester and had attended Women's Institute events. She had also been a guest at Yorkshire Day in Halifax and had recently opened the Business Awards event at Mytton Fold. She also thanked all who had attended recent fund raising events.

273 LEADER'S SPEECH

The Leader highlighted some of the financial challenges that the Council would face in the future. He noted that the Council already knew that the central Government grant would be phased out by 2020 but the introduction of the new business rate retention scheme that would replace it still lacked detail, which made accurate budgeting difficult. The New Homes bonus proposals were equally obscure and County Council cuts continued to impact on residents. The Leader assured Members that the Council would continue to focus its efforts on providing high quality services within a framework of sound and prudent financial management.

The Leader reported on the ongoing work that had been carried out in respect of the Clitheroe Market development. He was hopeful that the refreshed and enlarged cross party working group that had been established would set the framework for serious and meaningful consultation, which would achieve an outcome that was acceptable to both stakeholders and residents.

The Leader then updated Members on progress with the Lancashire Combined Authority proposals. He reported that earlier in the month, the first meeting in shadow form, of the Lancashire Combined Authority had taken place and the working group which had been established at Policy and Finance Committee to monitor progress, would be meeting in the next few weeks. He did note however, that following the appointment of the new Prime Minister and government, progress had slowed and it was uncertain that full incorporation of a combined authority would be achieved by the Spring of 2017.

Finally, the Leader extended his congratulations to the Ribble Valley athletes who had represented the County at the recent Rio Olympics.

274 LEADER'S QUESTION TIME

The Leader of the opposition, Councillor A Knox, asked what action the Council was taking to achieve the government's target of producing 50% of energy from renewable sources.

The Leader thanked Councillor Knox for his question and explained that the Council's approach to the government target was supported through the application of relevant Core Strategy policies, namely DMG1 and DME5. Policy

DMG1 related to use of sustainable construction techniques where possible to provide evidence that energy efficiency had been incorporated into schemes. Policy DME5 recognised that the Council would support the development of renewable energy schemes providing it could be shown that such developments would not cause unacceptable harm to the local environment or local amenity. The Leader confirmed that the implementation of these policies was part of the monitoring framework for the Core Strategy.

Next Councillor Knox asked which sports the Council had supported over the past 5 years and asked for a breakdown in percentage terms by sport per year. The Leader provided a breakdown of sporting excellence grants given to individuals and recreation grants made to clubs since 2011. This list covered some 22 sports. He also outlined other actions taken by the Council to support a range of sports within the borough, including football, cricket, cycling and swimming.

Finally, Councillor Knox asked how much revenue had accrued to the Council through car parking fines in each of the past 5 years. The Leader provided figures for income from car parking for the last 5 years as follows:

2012/2013	£28,594.00
2013/2014	£24,437.00
2014/2015	£18,070.47
2015/2016	£14,702.00
2016/2017 to date	£ 8,604.60
Total	<u>£94,408.07</u>

275 COMMITTEE MINUTES

(i) Planning and Development Committee – 21 July 2016

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

(ii) Accounts and Audit Committee – 17 August 2016

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

(iii) Planning and Development Committee – 18 August 2016

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

(iv) Community Committee – 23 August 2016

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

(v) Personnel Committee – 31 August 2016

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

(vi) Health and Housing Committee – 1 September 2016

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

(vii) Policy and Finance Committee – 6 September 2016

RESOLVED: That the minutes of the above meeting (with the exception of Minute number 217) be received.

Minute 217 – Local Government Boundary Commission for England Review – Council Size

Members were asked to approve Policy and Finance Committee's recommendations to:

1. approve a submission to retain 40 Elected Members to the Boundary Commission; and
2. form a Working Group comprised of 7 Members including all party representatives to work on the response to the Warding Consultation.

Councillor K Hind proposed an amendment to the resolution that added the following:

"Ribble Valley Borough Council support the need to reduce the House of Commons 600 MPs and create constituencies of equal size in the interests of democracy and accountability.

Notes the recommendations of the Parliamentary Boundary Commission to divide the Ribble Valley Parliamentary Constituency into three parts and divide the Borough between two new constituencies (1) Clitheroe and Colne and (2) North Lancashire and abandon the name Ribble Valley.

The Council submit proposals that:

1. reject the Boundary Commission Parliamentary proposal for the Ribble Valley;
2. urge counter proposals upon the Boundary Commission which keep the Ribble Valley Borough in one parliamentary constituency, to be called Ribble Valley;
3. direct the Chief Executive to write on behalf of the Council to the Boundary Commission setting out the Council's position and to submit the Council's views in writing to the Assistant Commissioner appointed to share the public hearings on the future, shape and size of Lancashire parliamentary seats before the first public hearing on 11 October 2016 in Manchester; and
4. submit proposals that:
 - (i) base the Council's proposals on community interest keeping the new constituency within the borough;
 - (ii) avoid the new constituency covering more than two local authority areas;

- (iii) keep the numbers in the new constituency within the tolerance level of 71,507 and 78,507;
- (iv) minimise the amount of change and voter movement from the existing Ribble Valley parliamentary constituency to the proposed new one;
- (v) send every Town and Parish Council, and other voluntary cultural and business organisation in the Ribble Valley a copy of the Council's views and urge them to support the Council's proposals for the Ribble Valley constituency and to send their views to the Boundary Commission; and
- (vi) ask the working group established by Policy and Finance Committee along with the Chief Executive to finalise the Council's proposals.

The amendment was seconded by Councillor S Hirst.

Councillor A Knox proposed an adjournment to consider the amendment. The meeting was adjourned at 7.20pm.

The meeting reconvened at 7.30pm. The matter was then debated. A vote was taken in favour of the amendment.

RESOLVED: That the amended resolution as submitted by Councillor K Hind be approved.

(viii) Parish Council Liaisons Committee – 8 September 2016

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

(ix) Licensing Committee – 13 September 2016

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

(x) Planning and Development Committee – 15 September 2016

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

The meeting closed at 7.50pm.

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

Minutes of Community Services Committee

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

Councillors:

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

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

Also in attendance: Councillor M Fenton.

276 APOLOGIES

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

277 MINUTES

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

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

278 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

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

279 PUBLIC PARTICIPATION

There was no public participation.

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

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

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

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

281 REVIEW OF FEES AND CHARGES

The Director of Resources submitted a report seeking Committee's approval on proposals to increase this Committee's fees and charges with effect from 1 April 2017. These proposals were the first stage in the review of this Committee's budget for the forthcoming 2017/18 financial year. The Council's latest budget forecast allows for a 1.5% increase in the level of income raised from fees and charges and this review aims to increase budgeted income for 2017/18 by this amount as a minimum. After applying this percentage increase proposed charges have generally been rounded up or down to the nearest 10p to minimise any problems with small change which inevitably impacts on the individual percentage rise for each separate charge. The current budgeted income to be received from fees and charges which are set by this Committee is £774,500 excluding trade waste income.

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

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

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

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

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

282 CAR PARK GENERAL REPORT

The Director of Community Services submitted a report updating Members on the current situations with several car parks in the borough. The Borough Council manages 16 car parks throughout the borough some of them owned outright and others are leased to the Council.

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

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

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

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

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

RESOLVED: That Committee

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

283 REDEVELOPMENT OF RIBBLESDALE POOL CHANGING ROOMS AND RECEPTION

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

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

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

RESOLVED: That Committee

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

284 PROPOSAL FOR CLITHEROE FOOD FESTIVAL 2017

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

RESOLVED: That the report be noted.

286 CAPITAL MONITORING 2016/17

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

RESOLVED: That the report be noted.

287 REVENUE MONITORING 2016/17

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

RESOLVED: That the report be noted.

288 GENERAL REPORT OF THE DIRECTOR OF COMMUNITY SERVICES

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

RESOLVED: That the report be noted.

289 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from Representatives on Outside Bodies.

290 EXCLUSION OF PRESS AND PUBLIC

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

291 CAR PARKING WORKING GROUP

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

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

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

RESOLVED: That the report be noted.

The meeting closed at 7.38pm.

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

Minutes of Planning and Development Committee

Meeting Date: Thursday, 13 October 2016 starting at 6.30pm
Present: Councillor I Sayers (Chairman)

Councillors:

S Atkinson	S Knox
A Brown	J Rogerson
S Carefoot	R Sherras
M French	D Taylor
L Graves	R Thompson
B Hilton	

In attendance: Director of Community Services, Head of Planning Services, Head of Finance, Solicitor and Principal Planning Officer.

292 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillors S Bibby, I Brown and R Swarbrick.

293 MINUTES

The minutes of the meeting held on 15 September 2016 were approved as a correct record and signed by the Chairman.

294 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

Councillor J Rogerson declared an interest in planning application 3/2016/0710 – Almond Fold Farm, Ribchester Road, Langho.

Councillor R Sherras declared an interest in planning application 3/2016/0762 – Changing Rooms, Back Lane, Rimington.

295 PUBLIC PARTICIPATION

There was no public participation.

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

1. APPLICATION REF: 3/2016/0672/P
GRID REF: SD) 365531 43212

DEVELOPMENT DESCRIPTION:

ERECTION OF A ROOF OVER CATTLE YARD BETWEEN EXISTING BUILDINGS AT HAWKSHAW FARM, CLAYTON-LE-DALE

GRANTED subject to the following conditions:

Commencement of Development

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.

Drawings and Plans

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

Location Plan and Site Boundary (scale 1:5000)

Location Plan (scale 1:1250)

Site Plan

Plan View

Proposed Elevations

REASON: For the avoidance of doubt and to clarify which plans are relevant and to ensure that the development is carried out in accordance with the approved plans.

2. APPLICATION REF: 3/2016/0673/P
GRID REF: SD 365771 432311

DEVELOPMENT DESCRIPTION

ERECTION OF STABLE BLOCK TO ACCOMMODATE SHETLAND PONIES FOR VISITOR ATTRACTION AT HAWKSHAW FARM, CLAYTON-LE-DALE

GRANTED subject to the following conditions:

Commencement of Development

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.

Drawings and Plans

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

Location Plan and Site Boundary (scale 1:5000)
Site Plan
Elevation and Plan drawings

REASON: For the avoidance of doubt and to clarify which plans are relevant and to ensure that the development is carried out in accordance with the approved plans.

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

3. APPLICATION REF: 3/2016/0710
GRID REF: SD 368568 435827

DEVELOPMENT DESCRIPTION:

APPLICATION FOR NEW BUILDING FOR LIVERY AND HORSE TREATMENT PURPOSES AT LAND AT ALMOND FOLD FARM RIBCHESTER ROAD LANGHO BB6 8AL

GRANTED subject to the following conditions:

Commencement of Development

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

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

Drawings and Plans

2. Unless explicitly required by condition within this consent, the development hereby permitted shall be carried out in complete accordance with the proposals as detailed on drawings Why/750/2094/01 (Proposed Plans & Elevations. Existing and Proposed Site Plans) received 26 September 2016 and Why/750/2094/02 (Location Plan) received 27 September 2016.

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

Highways

3. For the avoidance of doubt, permission is granted for the erection of a building to be used to house a maximum of 10 horses for commercial livery and horse treatment purposes only and shall not, at any time, be used in association with any equestrian events or competitions.

REASON: Permission has been granted for a building with a specific use, and any change in this would require further consideration from a highway safety perspective in accordance with Policies DMG1 and DMG3.

4. The parking facilities shown on the plans hereby approved shall be surfaced or paved and made available in accordance with the approved plan prior to the occupation of any of the buildings; such parking facilities shall thereafter be permanently retained for that purpose (notwithstanding the Town and Country Planning (General Permitted Development) Order 2015).

REASON: In the interest of highway safety and to ensure adequate parking is available within the site and to comply with Policies DMG1 and DMG3 of the Ribble Valley Core Strategy.

Visual Amenity

5. Notwithstanding the submitted details, precise specifications or samples of all external surfaces, including surfacing materials and their extents, of the development hereby permitted shall have been submitted to and approved by the Local Planning Authority before their use in the proposed development. The approved materials shall be implemented within the development in strict accordance with the approved details.

REASON: In order that the Local Planning Authority may ensure that the materials to be used are appropriate to the locality in accordance with Policies DMG1 and DMG2 and Key Statement EN2 of the Ribble Valley Core Strategy.

6. The existing unauthorised field shelter shall be demolished and all resultant materials removed from the site before development pursuant to this permission is commenced.

REASON: To safeguard the amenity of the locality in accordance with Policy DMG1 of the Ribble Valley Core Strategy.

7. Details of the alignment, height and appearance of all boundary treatments, fencing, walling, retaining wall structures and gates to be erected within the development shall have been submitted to and approved by the Local Planning Authority prior to their installation. The development shall be carried out in strict accordance with the approved details.

REASON: In order that the Local Planning Authority may ensure that the detailed design of the proposal is appropriate to the locality in accordance with Policies DMG1 and DMG2 and Key Statement EN2 of the Ribble Valley Core Strategy.

Landscaping

8. Notwithstanding the submitted details, no above ground development, including any site preparation, demolition, scrub/hedgerow clearance or tree works/removal shall commence or be undertaken on site until full details of

the proposed landscaping shall be submitted to and approved in writing by the Local Planning Authority.

For the avoidance of doubt, the landscaping details shall indicate all trees and hedgerows identified to be retained or how those adjacent to the proposed development boundary will be adequately protected during construction, in accordance with BS5837: 2012 'Trees in relation to design, demolition and construction' or equivalent unless otherwise agreed. The agreed protection measures shall be put in place and maintained during the construction period of the development.

The approved landscaping scheme shall be implemented in the first planting season following first 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 which is removed, or dies, or is seriously damaged, or becomes seriously diseased, by a species of similar size to those originally planted.

REASON: To ensure the protection of important landscape features and to ensure the proposal is satisfactorily landscaped and appropriate to the locality in accordance with Policies DMG1 and DMG2 and Key Statement EN2 of the Ribble Valley Core Strategy.

Drainage

9. No above ground development approved by this permission shall be commenced until a scheme for the disposal of foul and surface waters has been approved by the Local Planning Authority. Such a scheme shall be constructed and completed in accordance with the approved plans.

REASON: To ensure a satisfactory means of drainage in accordance with Policy DMG1 of the Ribble Valley Core Strategy.

Residential Amenity

10. No permission is hereby implied or granted for the floodlights that have been affixed to the existing buildings, and no further external lights shall be fitted anywhere within the site unless a further planning permission has first been granted in respect thereof.

REASON: In order that the Local Planning Authority can exercise control over external lighting in the interests of visual amenity and the amenities of nearby residents, and to comply with Policy DMG1 of the Ribble Valley Core Strategy.

11. Prior to the building hereby approved being first brought into use, precise details of the proposed means of management and operation of the site shall be submitted to and approved in writing by the Local Planning Authority. Thereafter the site shall be operated in strict accordance with the approved details. This shall include details of the following:

management plan for the storage and disposal of manure/waste
details of proposed security measures for the site
details of the management of the site outside of general working hours

The use of the site shall thereafter be carried out in strict accordance with the details contained within the duly approved management plan.

REASON: In order to safeguard the amenity of nearby residents in accordance with Policy DMG1 of the Ribble Valley Core Strategy.

INFORMATIVES:

Note: There is a 12ft easement (R805 dated 16/04/1973) that runs through the middle of the proposed development site. It is the applicant's responsibility to demonstrate the exact relationship between any United Utilities' assets and the proposed development.

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

(Councillor Rogerson returned to the meeting).

4. APPLICATION REF: 3/2016/0762/P
GRID REF: SD 380383 445821

DEVELOPMENT DESCRIPTION:

NEW CHANGING ROOMS AND SPORTS CLUB FACILITY AT THE PLAYING FIELDS, BACK LANE, RIMINGTON BB7 4EN

The Head of Planning Services reported that the Environmental Health Officer had no objections.

GRANTED subject to the following conditions:

Commencement of Development

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.

Drawings and Plans

2. The development hereby permitted shall be carried out in accordance with the following approved plans, drawing references:

Plan Ref:	Title:	Received On:
	Location Plan WP	
	Proposed Layout and Elevation Plan	16/09/16
	PL-MS118770-0068 REV 0	

REASON: To clarify the plans and agreed amendments to which this permission relates.

Amenity

3. Prior to commencement a Construction Method Management Plan shall be submitted to the LPA and approved in writing. Construction of the development shall not be carried out otherwise than in accordance with the approved Construction Management Plan.

REASON: To protect the residential amenities of the locality and in the interest of highway safety to accord with Policies DMG1 and DMG3 of the Ribble Valley Core Strategy (Adopted Version).

4. The use of the building, other than as changing facilities shall be limited to 120 days in any calendar year. The building shall be closed at 2200 Monday to Thursday and no later than 23.30 Fridays and Saturdays and 1800 hours on Sundays. A register of all events shall be maintained at all times and shall be made available for inspection by the Local Planning Authority on request.

REASON: In order to safeguard the amenity of nearby residents in accordance with Policy DMG1 of the Ribble Valley Core Strategy, and the NPPF.

Materials and Landscaping

5. Prior to the construction of any walls and roofing precise details of all external facing and roofing materials in accordance with details previously specified shall be submitted to and approved in writing by the Local Planning Authority. The development shall thereafter be carried out in accordance with the approved materials prior to first occupation.

REASON: To ensure the materials to be used are appropriate to the locality in the interests of visual amenity and in accordance with Policy DMG1 of the Ribble Valley Core Strategy (Adopted Version).

Highways

- 6 There shall be no tournaments unless an event management has been submitted to and agreed in writing by the LPA before the commencement of any tournament.

REASON: in the interest of highway capacity and to safeguard residential amenity in accordance with Policy DMG1 of the Ribble Valley Core Strategy.

7. In the likelihood of football games and cricket matches occurring on the same day there shall be a minimum of 1.5 hours between games.

REASON: in the interest of highway capacity and to safeguard residential amenity in accordance with Policy DMG1 of the Ribble Valley Core Strategy

(Mr Wolfenden spoke in favour of the above application).

5. APPLICATION REF: 3/2016/0748/P
GRID REF: SD 376541 444006

DEVELOPMENT DESCRIPTION:

VARIATION OF CONDITION 02 (SUBSTITUTION OF HOUSE TYPES/DESIGNS FOR PLOTS 1, 2, 3, 4, 5, 7, 8, 9 & 10, INCLUDING REPOSITIONING OF PLOTS 3, 7, 9 & 10, AND ALTERATION TO INTERNAL ACCESS ROAD) AND REMOVAL OF CONDITION 10 (UN-ASSOCIATED CONDITION) OF PLANNING PERMISSION 3/2014/0618 FOR THE ERECTION OF TEN DWELLINGS AT LAND AT CHATBURN OLD ROAD, CHATBURN

The Head of Planning Services made a slight alteration to the wording of the recommendation.

That planning permission be Deferred and Delegated to the Director of Community Services for approval following the satisfactory completion of a deed of variation/legal agreement (substantially in accordance to the related requirements in the report) within 3 months from the date of this Committee meeting or, if this 3 month period be exceeded, then the planning permission be delegated to the Head of Planning Services in conjunction with the Chairman and Vice Chairman of the Planning and Development Committee and subject to the following conditions:

Commencement of Development

- 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.

Drawings and Plans

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

5138 – 09b (Location Plan)
5138 – 08 Rev M
5138 – 10 Rev C

5138 – 11 Rev B
5138 – 12 Rev B
5138 – 13 Rev B
5138 – 30
5138 – 31
5138 – 32 Rev A
5138 – 24 Rev A
5138 – 25 Rev A
5138 – 26 Rev A
5138 – 27 Rev A
5138 – 37
5138 – 38
5138 – 39 Rev A
5138 – 16 Rev C
5138 – 17 Rev B
5138 – 18 Rev C
5138 – 19 Rev B
5138 – 20 Rev C
5138 – 21 Rev B

REASON: For the avoidance of doubt and to clarify which plans are relevant and to ensure that the development is carried out in accordance with the approved plans.

External Materials

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

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 DMG1 of the Ribble Valley Core Strategy.

Ecology and Landscaping

4. No development shall take place until details of the provisions to be made for building dependent species of conservation concern, artificial bird nesting boxes and artificial bat roosting sites for that phase have been submitted to, and approved in writing by the Local Planning Authority. The details shall be submitted on a dwelling/building dependent bird/bat species development site plan and include details of plot numbers and the numbers of artificial bird nesting boxes and artificial bat roosting site per individual building/dwelling and type. The details shall also identify the actual wall and roof elevations into which the above provisions shall be incorporated. The artificial bird/bat boxes shall be incorporated into those individual dwellings/buildings during the actual construction of those individual dwellings/buildings identified on the submitted plan before each such dwelling/building is first brought into use, unless otherwise agreed in writing by the Local Planning Authority.

REASON: In the interests of biodiversity and to enhance nesting/roosting opportunities for species of conservation concern and reduce the impact of development in accordance with Policies DMG1 and EN4 of the Ribble Valley Core Strategy.

5. The development hereby permitted shall not be commenced until full details of the proposed landscaping have been submitted to, and approved in writing by, the Local Planning Authority. The scheme shall indicate, as appropriate, the types and numbers of trees and shrubs, their distribution on site, their maturity at the time of planting, those areas to be seeded, turfed, paved or hard landscaped, including details of any changes of level or landform.

The approved landscaping scheme shall be implemented in the first planting season prior to commencement of the development unless otherwise agreed by the Local Planning Authority, whether in whole or part and shall be maintained thereafter for a period of not less than 15 years to the satisfaction of the Local Planning Authority. This maintenance shall include the replacement of any tree or shrub which is removed, or dies, or is seriously damaged, or becomes seriously diseased, by a species of similar size to those originally planted.

REASON: In the interests of the amenity of the area and to comply with Policies DMG1, EN2 and DME3 of Ribble Valley Core Strategy.

Drainage

6. 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 for the entire site has been submitted to and 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 sewerage systems. The development shall be completed, maintained and managed in accordance with the approved details.

REASON: To prevent the increased risk of flooding, both on and off site. In accordance with Policies EN2, EN4, DME2 and DME3 Ribble Valley Core Strategy.

7. Notwithstanding the details shown on the submitted plans, the proposed driveway/hard surfacing to the front of the property shall be constructed using permeable materials on a permeable base, or provision shall be made to direct run-off water from the hard surface to a permeable or porous area or surface within the boundaries of the property (rather than to the highway), unless otherwise agreed to in writing by the Local Planning Authority.

REASON: In the interests of Highway Safety and to prevent flooding. In accordance with Policies EN2, EN4, DME2 and DME3 of the Ribble Valley Core Strategy.

Highways

8. No part of development shall take place until a Construction Management Plan has been submitted to and approved in writing by the Local Planning Authority for that phase. 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;
 - Details of the storage of potential ground and water contaminants
 - A scheme for protecting trees;
 - 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 in accordance with Policy DMG1 of the Ribble Valley Core Strategy.

9. The new estate road shall be constructed in accordance with the Lancashire county Council specification for Construction of Estate Roads to at least a base course level before any development takes place within the site.

REASON: To ensure that satisfactory access is provided to the site before the development hereby permitted becomes operative in accordance with Policy DMG1 of the Ribble Valley Core Strategy.

Renewable energy

10. No development shall take place until a scheme to secure at least 10% of the energy requirements of the development hereby permitted from renewable or low carbon energy sources, with a timetable for implementation, has been submitted to and approved in writing by the local planning authority. Development shall be carried out in accordance with the approved scheme and retained thereafter at all times in accordance with the approved scheme. Any solar panels installed as part of this scheme shall be removed after a period of 25 years from the date of electricity first being generated.

REASON: To allow the energy needs of the development to be partially generated on site to reduce reliance on the grid in accordance with Key Statements EN2 and EN3 and Policies DMG1 and DME5 of the Ribble Valley Core Strategy and the National Planning Policy Framework.

Off-site highway works

11. Prior to commencement of development precise details of the junction improvements at Ribble lane and Chatburn Old Road shall be submitted to and approved in writing by the Local Planning Authority. No part of the development hereby approved shall be occupied until the junction improvements have been implemented in full.

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 DMG1 of the Ribble Valley Core Strategy (Adoption Version).The applicant is advised that this should relate to plans D1350-04 Rev C submitted under 3/2011/0025.

12. No part of the development approved by this permission shall be occupied until a scheme for the off-site highway works, including timescales for implementation for each phase, has been submitted to and approved in writing by the Local Planning Authority. The development shall thereafter be carried out in accordance with the approved details.

REASON: In the interests of highway safety and to mitigate the impacts of the development in accordance with Policies EN2, DMG1, DMI2 and DMG3 of the Ribble Valley Core Strategy (Adopted Version).

Amenity

13. This permission shall comply with the Noise Assessment report dated 23/05/14 and in particular the mitigation measures in Paragraph 11.1.1 and these shall be carried and remain in that manner prior to occupation of any of the dwellings hereby approved.

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 DMG1 of the Ribble Valley Core Strategy (Adoption Version).

14. Notwithstanding the details shown on the submitted plan in relation to boundary treatment and fencing, further details shall be submitted and approved in writing by the Local Planning Authority. In relation to the frontage development, notwithstanding the Town and Country Planning (General Permitted Development) (England) Order 2015 no fencing above 1m shall be erected without prior consent from the Local Planning Authority.

REASON: In the interests of visual amenity and to comply with Policy DMG1 of the Core Strategy Adopted Version.

INFORMATIVE: This permission should be read in conjunction with the Section 106 Agreement signed and dated (??? – date to be added).

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PLANNING APPLICATION STATISTIC REPORT

APPLICATIONS DETERMINED – 31 August to 30 September 2016

<u>Applications Received</u>	<u>Approved with Conditions</u>	<u>Approved with no Conditions</u>	<u>Applications Refused</u>	<u>Total Applications Determined</u>	<u>Application Determined by Committee</u>
86	79	10	13	109	1

(This list does not include prior determinations, split decisions, observations to other Local Planning Authorities and other less frequent application types).

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SECTION 106 APPLICATIONS

<u>Plan No</u>	<u>Location</u>	<u>Date to Committee</u>	<u>Number of Dwellings</u>	<u>Progress</u>
3/2016/0328	15 Parker Avenue Clitheroe	15/9/16	18	With Legal

<u>Plan No</u>	<u>Location</u>	<u>Date to Committe</u>	<u>Time from First Going to Committee to Decision</u>	<u>Number of Dwelling</u>	<u>Progress</u>
3/2015/0495	Land at Worthalls Farm Westfield Ave Read	11/2/15	30 weeks	15	Decision 9/9/16

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APPLICATIONS WITHDRAWN

<u>Plan No</u>	<u>Proposal</u>	<u>Location</u>
3/2016/0361/P	Outline application for change of use from ban to holiday let accommodation adjacent to farmhouse	Barrow Gardens Farm Whalley Road Barrow
3/2016/0731/P	Proposed works to the front and rear of the property. Lifting the existing roof to allow dormers/dormer windows to front and rear of the property to allow bedrooms to be moved upstairs	11 St Mary's Drive Langho
3/2016/0733/P	Proposed erection of canopy over external area and fenestration alterations. Cladding of external walls using matt aluminium	Speed Parlour Chatburn Road Clitheroe

<u>Plan No</u>	<u>Proposal</u>	<u>Location</u>
3/2016/0758/P	Prior to notification of agricultural or forestry development proposed building (under Schedule 2 part 6 of the Town and Country General Permitted Development Order 2015) for erection of agricultural unit for housing of livestock and supplies	The Browns Farm Higher Road Longridge
3/2016/0795/P	Non material amendment to planning permission 3/2013/0747 to remove footpaths marked on drawing FPL-01-Footpath	Nab Rise Whalley Road Billington

300 APPEALS UPDATE

<u>Application No and reason for Appeal</u>	<u>Date Received/ Appeal Start Date</u>	<u>Site Address</u>	<u>Type of Appeal Procedure</u>	<u>Date of Inquiry/ Hearing if Applicable</u>	<u>Progress</u>
3/2014/0697R	29/06/15	Land adj Clitheroe Road West Bradford	WR		Awaiting Decision
3/2014/0846R	12/08/15	Land at 23-25 Old Row Barrow	Hearing	07/09/16	Awaiting Decision
3/2016/0022 R	21/04/16	1 & 2 Abbeycroft The Sands, Whalley	WR		Awaiting Decision
3/2015/0605 R	03/05/16	Little Snodworth Farm Snodworth Road Langho	WR		Awaiting Decision
3/2015/0959 Approved with Conditions 3/2016/0125 R	13/06/16	Lambing Clough Barn Lambing Clough Lane Hurst Green	WR		Appeal Allowed Costs Allowed 27/09/16
3/2016/0019 R	14/06/16	Broadhead Farm Moorfield Avenue Ramsgreave	WR		Appeal Dismissed 01/09/16
3/2016/0241 R	15/06/16	Field Barn Old Langho Road Langho	WR		Awaiting Decision
3/2015/0509 R	23/06/16	Land adj Southport House Sawley	WR		Appeal Dismissed 07/09/16
3/2016/0368 R	17/08/16	Fourwinds 54 Fairfield Drive Clitheroe	WR		Awaiting Decision
3/2016/0393 R	13/07/16	Ellerslie House Ribchester Road Clayton le Dale	WR		Awaiting Decision

<u>Application No and reason for Appeal</u>	<u>Date Received/ Appeal Start Date</u>	<u>Site Address</u>	<u>Type of Appeal Procedure</u>	<u>Date of Inquiry/ Hearing if Applicable</u>	<u>Progress</u>
3/2016/0286 R	12/07/16	Riverside Cottage Sawley Road, Sawley	HH		Appeal Dismissed 12/09/16
3/2016/0284 R	12/07/16	Riverside Barn Sawley Road, Sawley	HH		Appeal Dismissed 12/09/16
3/2016/0387 R	24/08/16	3 Accrington Road Whalley	WR		Awaiting Decision
3/2016/0145 R	09/08/16	Thorneyholme Whalley Road, Barrow	WR		Awaiting Decision
3/2016/0260 U	09/09/16	The Hay Moo Mellor Brow, Mellor	WR		Statement due 14/10/16
3/2015/0393 R	10/08/16	Land west of Preston Road Longridge (Grimbaldeston Farm)	Inquiry	03/05/17 to 05/05/17 (3 days)	Bespoke timetable
3/2016/0195 R	24/08/16	The Pippins 248 Preston Road Longridge	WR		Awaiting Decision
3/2016/0250 R	09/09/16	Elms House 127 Whalley Road Clitheroe	WR		Statement due 14/10/16
3/2016/0516 R	Awaiting start date from PINS	Seven Acre Bungalow Forty Acre Lane Longridge	Appellant has used HAS procedure but development involves a curtilage extension. We will ask for WR (to be confirmed)		
3/2016/0333 R	Awaiting start date from PINS	Blue Trees Copster Green	HH (to be confirmed)		
3/2016/0459 R	Awaiting start date from PINS	10 Pendle Drive Whalley	HH (to be confirmed)		
3/2016/0655 R	Awaiting start date from PINS	29 Warwick Drive Clitheroe	HH (to be confirmed)		

301 REVIEW OF FEES AND CHARGES

The Director of Resources submitted a report seeking Committee's approval on proposals to increase the Committee's fees and charges with effect from 1 April 2017. These proposals were the first stage in the review of this Committee's budget for the forthcoming 2017/2018 financial year. The Council's latest budget

forecast allows for a 1.5% increase in the level of income raised from fees and charges and this review aims to increase budgeted income for 2017/2018 by this amount as a minimum. Planning application fees are currently set by the Department of Communities and Local Government and the pre-application fees are set by the relevant planning authority.

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

A review of the main building control fees and charges were considered by this committee in August 2016 and were to take effect from 1 September 2016. A further review of these charges which will take effect from 1 April 2017, will be considered at a later date. This is to comply with the Building (Local Authority Charges) Regulations 2010, which states that the charges should be based on achieving a full cost recovery. Work on the forecasting of costs for this service for 2017/2018 was currently being carried out and would form the statutory basis for setting the building control fees and charges for next year.

The proposals set out for increase in the current charges estimated an extra income of £3,900 which equated to an overall increase of 10.12%. This was mainly due to a proposal from the planning service to fix the fees and charges until March 2019 and also to introduce some new charges.

The introduction of new charges included:

- large scale major developments – up to two meetings;
- additional meetings for householders and all other developments;
- discharge of conditions meetings; and
- Prior notification – telecommunications and all enquiries.

RESOLVED: That Committee approve

1. the introduction of the proposed new charges as set out in the report; and
2. the level of fees and charges to be levied for this Committee for 2017/2018 as outlined in Annex 1 to the report for implementation with effect from 1 April 2017.

302 COUNTRYSIDE MANAGEMENT FUNDING

The Director of Community Services submitted a report informing Committee of the Council's significant and important contribution to countryside management in the Ribble Valley and the Forest of Bowland Area of Outstanding Natural Beauty. The report also provided details of the grants made in 2015/2016 and 2016/2017 and set out details to strengthen countryside funding procedures.

Over the years, the Council has implemented and maintained a number of policies and initiatives designed to protect and enhance the countryside. Within the countryside budget, the Council supports a number of conservation organisations and agencies enabling it to meet its obligations with regard to

protection and enhancement of the countryside. The Council also supports a number of schemes designed to protect, restore and enhance the environmental quality of the area.

The conservation organisations and agencies receiving support from the Council form part of a wider partnership delivering outcomes identified in the Forest of Bowland Management Plan and the Lancashire Biodiversity Action Plan.

Parish Councils and community groups have also benefitted from partnership funding through initiatives such as Green Partnership Environmental Grant and Support for Parish Lengthsman for those Parish Councils participating in the original Parish Lengthsman Scheme.

It was proposed to strengthen the application process to ensure a consistent approach in dealing with requests and applications for countryside funding. It was also proposed that there be a review of the Parish Lengthsman Scheme and that an annual report would be submitted to this committee giving details of the grants made each year. This would include a formal application process which would require all current funding partners and any future conservation bodies to complete and return a countryside funding application form. Following the review of the Parish Lengthsman Scheme, Parish Councils would be notified and invited to apply.

RESOLVED: That Committee note the Ribble Valley Borough Council's significant and key contributions to the protection, enhancement and management of the countryside and approve the actions identified in the report.

303 CAPITAL MONITORING 2016/2017

The Director of Resources submitted a report for Committee's information on the progress of the approved Planning and Development Committee 2016/2017 Capital Programme for the period to the end of September 2016. There had been no spend on the introduction of planning portal linked to the planning application system and planning systems update scheme to date, as officers were awaiting confirmation from the software supplier of when the initial on-site assessment for the scheme was to be carried out.

RESOLVED: That the report be noted.

304 REVENUE MONITORING 2016/2017

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

RESOLVED: That the report be noted.

305 PLANNING APPLICATIONS STATISTICS REPORT

The Director of Community Services submitted a report for Committee's information on the key statistics in relation to determination of planning applications from 1 October 2015 to 30 June 2016. He highlighted to Members the improvement in the first quarter figures of 2016/2017.

RESOLVED: That the report be noted.

306 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from Representatives on Outside Bodies.

307 APPEALS

- a) 3/216/0019/P – Demolition of farm buildings and erection of four detached dwellings with associated garages and gardens at Broadhead Farm, Moorfield Avenue, Ramsgreave – appeal dismissed.
- b) 3/2015/0509/P – Demolition of existing redundant poultry sheds and construction of new detached dwelling at land adjacent to Southport House, Sawley – appeal dismissed.
- c) 3/2016/0286/P – Replacement of wood windows with sash PCVu at Riverside Cottage Sawley Road, Sawley – appeal dismissed.
- d) 3/2016/0284/P – Replacement of Wood Windows with sash PVCu at Riverside Cottage Sawley Road, Sawley – appeal dismissed.
- e) 3/2016/0125/P – Change of use of Agricultural Building to a Dwelling House (Class C3) and for Associated Operational Development (Class Q) at Lambing Clough Barn, Lambing Clough Lane, Hurst Green – appeal allowed with conditions.
- f) 3/2016/0125/P – Award of Costs at Lambing Clough Barn, Lambing Clough Lane, Hurst Green – award of costs allowed.
- g) 3/2014/0697/P – Proposed 11 Residential Units at land adjacent to Clitheroe Road, West Bradford – appeal dismissed.

The meeting closed at 7.20pm.

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

Minutes of Personnel Committee

Meeting Date: Wednesday, 19 October 2016 starting at 6.30pm
Present: Councillor D Taylor (Chairman)

Councillors:

P Ainsworth
S Brunskill
P Dowson
G Geldard

In attendance: Chief Executive, Head of HR, HR Officer x 2.

308 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillors R J Elms, S Hore, A Knox and D T Smith.

309 MINUTES

The minutes of the meeting held on 31 August 2016 were approved as a correct record and signed by the Chairman.

310 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

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

311 PUBLIC PARTICIPATION

There was no public participation.

312 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from Representatives on Outside Bodies.

313 MATERNITY POLICIES

The HR Officer guided Members through updates to the Council's Maternity, Paternity, Adoption and Parental Leave Policies. It was noted that a minor change would be made to the Adoption Policy to reflect current legislation in relation to the qualifying period for adoption leave. Members were briefed on the new Shared Parental Leave Policy and the implications for parents and the authority.

RESOLVED: That Committee:

1. approve the update of the Maternity, Paternity and Adoption Policy as detailed in the reports subject to minor amendments in relation to the qualifying period for adoption leave;

2. approve the update of the Parental Leave Policy; and
3. approve and adopt the Shared Parental Leave Policy.

314 EQUALITIES ACT 2010 – WORKFORCE DATA

The Head of HR updated Members on workforce data to be published in compliance with the Equality Act 2010. She reminded Members that this was part of the public sector equality duty, which made it unlawful to discriminate against an individual because of any of the nine protected characteristics. Members were guided through the analysis and it was noted that the authority had a duty to publish the data on the website.

RESOLVED: That the report be noted.

315 EXCLUSION OF PRESS AND PUBLIC

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

316 APPOINTMENTS AND RESIGNATIONS

The HR Officer informed Members of appointments and resignations that had taken place since the last meeting via her written report. She explained some of the recent staff movements and minor changes to the establishment.

RESOLVED: That Committee

1. note and approve the decisions taken by CMT as outlined in the report; and
2. approve the establishment changes as detailed in section 4 of the report.

317 MEMBER AND STAFF TRAINING

The HR Officer reported details of training courses approved since the last meeting. Members were updated on qualification training currently taking place within the authority and the procedures for reimbursement of fees should an employee leave the authority shortly after completion of their qualification.

RESOLVED: That the report be noted.

The meeting closed at 6.52pm.

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

Minutes of Health & Housing Committee

Meeting Date: Thursday, 20 October 2016, starting at 6.30pm
Present: Councillor S Hore (Chairman)

Councillors:

S Brunskill	R Hargreaves
P Dobson	B Hilton
P Elms	R Sherras
M Fenton	J White
L Graves	

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

318 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillors S Bibby, R Elms, R Newmark and M Robinson. Councillor K Hind was also absent from the meeting.

319 MINUTES

The minutes of the meeting held on 1 September 2016 were approved as a correct record and signed by the Chairman.

320 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

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

321 PUBLIC PARTICIPATION

There was no public participation.

322 PEST CONTROL FEES SERVICE REVIEW

The Chief Executive submitted a report presenting a review of the Pest Control Service, evaluating options for the future delivery of the service and recommending fee levels. Whilst there is no statutory duty for the Council to provide such a service, legislation imposed certain other duties and also gave the Council power to take certain actions and charge for those services.

The review of current fees had identified certain fees for commercial and domestic services which were below the level charged by some other authorities in Lancashire and a private provider for comparable services, and there was a recommendation for increase of fees to levels that would still be competitive in comparison to those other providers.

RESOLVED: That Committee

1. approve the request for a new approach to the delivery of the pest control service; and
2. approve the new proposed charges from 24 October 2016 onwards as follows:

RVBC Pest Control - Fees and Charges 2016/17 proposed new fees

Service Area	Service	RVBC Proposed Charge 2016/17 £
Pest Control	Commercial - Single Treatment Charge (per hour plus materials - minimum charge 1 hour)	50.00
	Commercial - Annual Contract - Per Visit	36.10
	Domestic Single Treatment Charge (Rodents)	44.00
	Domestic Single Treatment Charge - Out of Hours (Rodents)	88.00
	Domestic Callout Charge - Per Visit (unspecified reason)	44.00
	Domestic Single Treatment Charge - Public Health Pests (eg. cockroaches and bed bugs)	No Charge
	Missed Appointments	44.00
Non-Public Health Insect Treatment (eg. wasps, ants, flies, carpet beetles and fleas)	WASPS, FLEAS, ANTS, OTHERS - Single Visit Charge during working hours	44.00
	WASPS, FLEAS, ANTS, OTHERS - Each additional nest treated on same visit	No Charge
	WASPS, FLEAS, ANTS, OTHERS - Out of Hours	88.00
	Missed Appointments	44.00

323 **PEST CONTROL ENFORCEMENT POLICY**

The Chief Executive submitted a report explaining that, whilst the Council has an overarching Council Enforcement Policy, it was important to have the Pest Control Policy which would provide consistency of service and approach from officers and awareness to members of the public of what may be expected. A proposed policy was put forward for consideration, setting out the proposed approaches to be adopted in various situations, procedural matters for authorisation of officers and co-operation with other agencies and departments of the Council and setting out the criteria to be considered where prosecution was contemplated.

RESOLVED: That Committee adopt the Pest Control Enforcement Policy.

324 **PUBLIC HEALTH FUNERALS POLICY**

The Chief Executive submitted a report on the responsibility of local authorities to arrange funerals where a person has died without known relatives or other people who were willing or able to arrange the funeral. The Council did not

currently have a policy to cater for such funerals. It was considered desirable for there to be a clear and transparent policy to which to refer bereaved relatives and others, such as nursing homes, with an interest in the affairs of deceased residents.

The draft Policy that was put forward provided for flexibility to be able to adapt to individual or unforeseen circumstances. It provided for services that the Council can provide, and outlined what the Council could not do in relation to the funeral or estate of deceased residents.

RESOLVED: That Committee approve and adopt the Council's Public Health Funerals Policy and Procedure, including the proposed fee rate of £49 per hour for Council Officers' time.

325 EXHUMATION POLICY

The Chief Executive submitted a report setting out the responsibilities of the Council in the relatively rare cases where a body has to be exhumed, and the role of the Environmental Health Officer in that process. There was discussion of the circumstances in which this could arise, including construction of new roads or other development on the site of previous burials.

RESOLVED: That Committee

1. approve and adopt the Council's Exhumation Policy should an exhumation be requested within Ribble Valley; and
2. adopt the hourly rate for an EHO of £37 per hour and ability to recover any further costs incurred.

326 REVIEW OF FEES AND CHARGES 2017/18

The Director of Resources submitted a report seeking Members' approval to increase Committee's fees and charges with effect from 1 April 2017. These proposals were the first stage in the review of this Committee's budget for the forthcoming 2017/2018 financial year. The review takes place on an annual basis as part of the budget setting process. The Council's latest budget forecast allows for a 1.5% increase in the level of income received from fees and charges. This forecast currently shows a potential budget deficit for 2017/18 of £265,000 after taking £300,000 from general fund balances. Therefore, Service Committees were requested to consider raising the fees and charges in line with the 1.5% target.

Budget holders and Heads of Service have worked with financial services to raise most of the fees and charges in line with the 1.5% increase, rounded up to minimise any problems with small change where appropriate.

Certain issues were highlighted. 14 new fees and charges had been introduced. All pest control and non-public health insect treatment fees have been reviewed. All licenses proposed fees have been uplifted by 1.5% and rounded up to the next £5, as the existing fees were set at a low rate considering the input of officer time. The fee for the basic food hygiene course had been removed as the service was no longer offered.

RESOLVED: That Committee approve the charges as set out at Annex 2 to the report for implementation with effect from 1 April 2017.

327 AFFORDABLE WARMTH GRANT POLICY

The Chief Executive submitted a report, updating Committee on the availability of funding to deliver an affordable warmth programme in the borough for Winter 2016/17. Lancashire County Council had provided £1m of funding across the county for the coming 2 years. The allocation to Ribble Valley for 2016/17 was £25,629. Members were advised of works for which funding was available and the criteria for eligibility which had been set by Lancashire County Council. Members were advised that payment would be released in two tranches, with the second being released after 50% of the total amount had been spent, and were encouraged to publicise the scheme.

RESOLVED: That Committee approve a Ribble Valley Affordable Warmth Grant Policy will be drafted in accordance with the conditions set out by LCC. Final sign-off to be delegated to the Chief Executive and Strategic Housing Working Group to allow prompt delivery of the scheme.

328 WHITE RIBBON CAMPAIGN

The Chief Executive submitted a report for Committee's information on the White Ribbon Campaign, raising awareness of domestic abuse and encouraging men to promote a change of attitude to violence against women. Lancashire County Council, as the key agency, and many District Councils, including Ribble Valley Borough Council, mark White Ribbon Day on 25 November each year and 16 days of action immediately thereafter through events and social media action. An Action Plan had been prepared to promote the campaign.

RESOLVED: That the report be noted.

329 CLITHEROE CHRISTMAS MARKET 2016 – EVENT UPDATE

The Chief Executive submitted a report for Committee's information, updating Members on the delivery of the 2016 Clitheroe Christmas Market Event Programme. Uptake had been successful with all stalls and pitches being filled. Entertainment was scheduled to take place 3 times on each of the 4 Saturdays of the market, with the Christmas lights being switched on at 4pm on Saturday, 26 November 2016 by Ella Shaw of Langho, who will perform in the company of the Mayor of the Ribble Valley.

Co-ordination of the event and the supporting administration and operation of services on site and waste management would be directed by the Environmental Health team.

RESOLVED: That the report be noted.

330 UPDATE ON WELFARE REFORM

The Chief Executive submitted a report on the recent Welfare Reform measures and their implications for the housing service in Ribble Valley. Whilst there were

a number of changes, the most significant alteration was reduction of housing benefit rates for under 35 year olds, as at the proposed rates young people would not be able to afford to access social housing. Housing options in the borough for young people claiming housing benefit would be limited, and options were being investigated to adapt properties to be suitable for house sharing and development of bedsit apartments.

RESOLVED: That the report be noted.

331 CAPITAL MONITORING 2016/17

The Director of Resources submitted a report for Committee's information, relating to the progress of the approved Capital Programme for the period April to September 2016, with regard to schemes which fall under the responsibility of this Committee. There was a total of 3 Capital Programme Schemes for this Committee, with total planned capital spend for the current year of £545,640. To date, just over 23% of the annual capital programme for this Committee had been spent or committed. The budget for landlord/tenant grants was likely to be fully committed in the current financial year. The main variations to date were on disabled facilities grants and the Clitheroe Market Improvement Scheme. There may be some underspend on disabled facilities grants, based on the level of applications received to date and increased funding from the Department of Communities and Local Government. The Clitheroe Market Improvement Scheme is on hold.

RESOLVED: That the report be noted.

332 REVENUE MONITORING 2016/17

The Director of Resources submitted a report informing Committee of the progress of the 2016/17 revenue budget as at the end of September 2016. There was an overall net overspend of £3,699 on the net cost of services, after allowing for transfers to and from earmarked reserves. The main areas of variation, including an overspend to date on housing benefit administration, were summarised for Committee's information. The housing benefit administration overspend to date is likely to rectify itself by year end.

RESOLVED: That the report be noted.

333 STRATEGIC HEALTH UPDATE

The Head of Regeneration and Housing gave a presentation to Committee on developments in health service provision, identifying the complex range of bodies involved in delivery of services and administration of health related functions. The current moves are to integrate health and social care, and to promote Prevention – ie early intervention and responsibility of the individual to maintain and enhance their health rather than reaction by NHS services to treat health issues that have developed.

New opportunities for strategic management of health services arise with the Sustainability Transformational Plan for all Lancashire (including Blackpool and Blackburn with Darwen) and South Cumbria, and the Combined Authority.

The important role of District Councils had been recognised, with many services which were provided augmenting health service provision, and a Pennine Lancashire Public Health offer being formulated to which Ribble Valley would be invited to sign up.

RESOLVED: That the Head of Regeneration and Housing be thanked for his presentation.

334 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

Councillor Hilton reported on her attendance at a meeting to improve the latest draft of the Sustainability Transformational Plan for submission for Government approval. She identified issues with particular pockets of health issues, and reported on the general shortage of medical and nursing staff in Lancashire. She emphasised the focus on individuals taking more responsibility for their own health and wellbeing.

335 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.

336 GENERAL REPORT – GRANTS

The Chief Executive submitted details of one disabled facilities grant. There had also been 142 household applications for household property flood resilience grants, of which 122 have been approved, 34 completed and paid and 11 partially completed with interim payments made. 20 business applications have been received, of which 11 had been approved, 3 completed and paid and 3 partially completed with interim payments. With the imminent expiry of the grant period on 9 December 2016, efforts were being increased to follow up outstanding works with a particular issue being the lead times for work to be done due to the volume of work being carried out nationally.

RESOLVED: That the report be noted.

337 AFFORDABLE HOUSING UPDATE

The Chief Executive submitted a report for Committee's information on the affordable units for which permission had been granted from April 2015 to March 2016. Committee were informed of issues that can arise on changes in policy and legislation, including the impact of the Vacant Buildings Credit scheme, whereby affordable provision was no longer required on brownfield sites.

RESOLVED: That the report be noted.

The meeting closed at 8.28pm.

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

Minutes of Policy & Finance Committee

Meeting Date: Tuesday, 25 October 2016, starting at 6.30pm
Present: Councillor S Hirst (Chairman)

Councillors:

J Alcock	S Hore
S Bibby	A Knox
P Elms	G Mirfin
M French	I Sayers
R Hargreaves	D T Smith
T Hill	R J Thompson
K Hind	

In attendance: Chief Executive, Director of Resources, Director of Community Services, Head of Revenues and Benefits.

Also in attendance: Councillor M Fenton.

338 APOLOGIES

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

The Chief Executive informed Committee that Mr Eric Bracewell had died. He was a long-standing Member of the Council many years ago, including a Member of this Committee. Committee held a minute's silence in memory of Mr Bracewell.

339 MINUTES

The minutes of the meeting held on 6 September 2016 were approved as a correct record and signed by the Chairman.

Clarification was sought with reference to Minute 213 – Clitheroe Market Redevelopment Progress Report – regarding the body that was to undertake the consultation – Infusion Research.

340 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

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

341 PUBLIC PARTICIPATION

There was no public participation.

342 LOCAL COUNCIL TAX SUPPORT SCHEME 2017/18

The Director of Resources submitted a report updating Members on the outcome of the recent consultation exercise undertaken regarding proposed changes to our local Council Tax Support Scheme for 2017/18 and asking Members to agree

to the amendments outlined. The scheme had been updated by minor amendments each year to maintain the link with Housing Benefit and the previous Council Tax Benefit Scheme. In the last couple of years, the Government have proposed welfare reforms that will result in significant changes to housing benefit. These changes can be summarised as follows:

- To reduce the period that a person can be absent from Great Britain and still receive housing benefit.
- To limit the number of dependent children within the calculation of housing benefit to a maximum of 2.
- To reduce the element of a Work-Related Activity Component in the calculation of housing benefit for new Employment and Support Allowance applicants.
- To remove entitlement to the Severe Disability Premium where another person is paid Universal Credit (Carers Element) to look after them.
- To remove the Family Premium for all new working age claimants (NB: this was introduced in Housing Benefit from 1 May 2016).

A consultation exercise was launched at the beginning of August which closed on 30 September 2016. The majority of respondents had either strongly agreed or agreed to each of the proposals put forward to maintain the links to housing benefit.

*** RESOLVED: That Committee recommend to Full Council the approval of our local Council Tax Support Scheme for 2017/18 as set out in the report and having regard to the Equality Impact Assessment included at Appendix 2. ***

343 REVIEW OF FEES AND CHARGES

The Director of Resources submitted a report seeking Committee's approval on proposals to increase this Committee's fees and charges with effect from 1 April 2017. These proposals were the first stage in the review of this Committee's budget for the forthcoming 2017/18 financial year. The Council's latest budget forecast allows for a 1.5% increase in the level of income raised from fees and charges and this review aims to increase budgeted income for 2017/18 by this amount as a minimum. After applying this percentage increase, proposed charges have generally been rounded up or down to minimise any problems with small change which inevitably impacts on the individual percentage rise for each separate charge.

With regard to the charge for issuing of summonses, there is no proposed increase in the charge. This charge is required to be set on a basis that reflects our costs associated with issuing a summons and the current charge of £60 is seen to reflect this. Excluding summonses the current budgeted income to be received from fees and charges which are set by this Committee is £103,230. A 1.5% increase on this total would therefore generated £1,548.

Discussions had been held between budget holders and financial services to enable the budget holder to propose a set of fees and charges for their services. The proposed set of fees and charges were set out for Committee's information in Annex 1 to the report.

RESOLVED: That Committee approve the charges as set out in Annex 1 to the report for implementation with effect from 1 April 2017.

344 LOCAL TAXATION WRITE-OFFS

Committee were asked to approve the write-off of National Non-Domestic Rate Debts relating to one company that had been dissolved. Reasonable steps by various means had been taken to collect these debts.

RESOLVED: That Committee approve the writing-off of £7,491.30 of NNDR debts where it had not been possible to collect the amount due.

345 REVIEW OF FINANCIAL REGULATIONS AND CONTRACT PROCEDURE RULES

The Director of Resources submitted a reporting asking Committee to consider a recommendation that Council accept the updated Financial Regulations and Contract Procedure Rules. These are key components of the Council's Constitution and Corporate Governance Arrangements and apply to every Member and Officer of the Council and anyone acting on the Council's behalf.

The report highlighted only a minor change that had been made to the Financial Regulations describing the role of Public Sector Appointments Ltd in the appointment of External Audit.

With regard to the Contract Procedure Rules the main changes were around clarification on advertising of tendering opportunities and the provision of tender documents electronically. There was also an update to the listed EU procurement thresholds.

*** RESOLVED: That Committee recommend to Full Council the acceptance of the revised Financial Regulations and revised Contract Procedure Rules. ***

346 BOUNDARY COMMISSION PARLIAMENTARY BOUNDARY REVIEW

The Director of Resources submitted a report outlining the review of the Parliamentary Constituencies within England by the Boundary Commission. The Parliamentary Boundary Review examines the existing constituencies and makes recommendations for any changes that might be needed to make sure constituencies comply within legal requirements. The Commission had published initial proposals for new constituencies in England which outlined two new Parliamentary Constituencies for the Ribble Valley which would consist of two constituencies, Clitheroe and Colne, and North Lancashire. Under the new formula Lancashire was entitled to 14.06 constituencies and this results in a reduction from 16 to 14 constituencies. Although the existing Ribble Valley constituency with an electorate of 75,348 did not need to be altered, it was considered that it would have to change in order to accommodate change elsewhere and the reduction of 2 constituencies in the County. It was therefore proposed that the parts of the existing Pendle Constituency be included with a number of wards from the existing Ribble Valley Constituency to form a geographically smaller constituency which is proposed to be named Clitheroe and Colne. This constituency extends along the A59 towards the town of Bamber Bridge. The physical geography geographically large ward sizes and

small ward electorates in the northern part of the county had led the Boundary Commission to propose a new constituency stretching from the borders with Cumbria and North Yorkshire to the estuary of the River Lune and to the outskirts of the city of Preston and encompassing the remainder of the borough of Ribble Valley. This constituency would be called North Lancaster.

The Chief Executive reported that following the Council meeting on 27 September 2016, an initial response had been provided to the Commission that:

- rejects the Boundary Commission's proposals for Ribble Valley;
- urges the Commission to consider counter proposals that keep the Ribble Valley borough in one parliamentary constituency to be called Ribble Valley;
- the Borough Council would be submitting proposals that:
 - are based upon community interest, keeping the new constituency within the borough;
 - will avoid the new constituency covering more than two local authority areas;
 - will keep the numbers in the new constituency within the tolerance level of 71,031 and 78,507;
 - will minimise the amount of change and voter movement from the existing Ribble Valley Parliamentary Constituency to the proposed new one.

The Boundary Review Working Group had met to consider the proposals of the Boundary Commission.

Councillor Fenton was given permission to speak on this item and reported that the Labour Party were supportive of the proposals of the Boundary Commission with regard to the Clitheroe and Colne Constituency, however it did acknowledge that the size of the North Lancashire Constituency was such that it would be difficult for constituents to have an equal share of an MP's time.

The views of the Conservative Party across Lancashire were given with their view that the main issues were keeping the Ribble Valley as a whole and within a constituency of no more than 2 local authorities; matching the numbers required; keeping change to a minimum and keeping community ties. Their proposal included the whole of Ribble Valley and parts of Hyndburn rather than parts of South Ribble that currently exists.

RESOLVED: That Committee respond to the Boundary Commission that their preferred Parliamentary Constituency for the Ribble Valley would be to include the whole of Ribble Valley, together with parts of West Hyndburn (Baxenden, Church, Immanuel, Netherton, Overton, Rishton, St Andrew's and St Oswald's) that would bring the new constituency within the right tolerance level at 77,634, and the Boundary Commission be informed that it should be known as Ribble Valley and Hyndburn West.

347 PREVENT

The Chief Executive submitted a report informing Members of the Council's statutory responsibilities under the Government's Counter Terrorism Strategy

Contest and particularly under the PREVENT strand of that Strategy and to recommend to Members the actions the Council should take as part of these responsibilities.

PREVENT operates in the pre-criminal space and local authorities have a statutory responsibility to assess the risk of radicalisation in their area and prepare an Action Plan accordingly. This should not place any additional burden on the day-to-day activities of the Council as it should form part of their safeguarding procedures. However there may be some initial effort in establishing processes. All Lancashire District Councils including Ribble Valley are classed as Tier 3 (low risk) with the exception of Blackburn and Burnley which are Tier 2 (medium risk).

Although Ribble Valley is low risk there is still the requirement to assess the risk and use this assessment to prepare an Action Plan. The Council is responsible for ensuring its staff can recognise the signs of a vulnerable person being radicalised under its safeguarding procedures and if needed to refer them to Chanel – a multi-agency panel that discusses individual cases of potential radicalisation and puts in place a plan to counteract it.

The Risk Assessment had been produced and used to form an Action Plan which was included for Members' information.

RESOLVED: That Committee agree the actions contained within the Action Plan.

348 REFERENCES FROM COMMITTEE

There were no references from Committee

349 EFFICIENCY PLAN 4 YEAR SETTLEMENT GUARANTEE

The Director of Resources submitted a report for Committee's information on the Government's 4 year funding offer and the submission of an Efficiency Plan for Ribble Valley Borough Council in order to achieve this. The Budget Working Group had considered a plan that had now been submitted to the DCLG to take up the multiyear settlement offer. The Council's plan to meet the funding shortfall is:

- encouraging growth in the tax base;
- encouraging business expansion and enterprise in our area;
- continuing to deliver cost effective and efficient services;
- and reviewing the major sources of income available to the Council.

Although the Government had acknowledged receipt of our submission there was no further information at this stage.

Committee felt there was a need to focus on economic growth in the borough.

RESOLVED: That the report be noted.

350 TREASURY MANAGEMENT MONITORING 2016/17

A report of the Director of Resources was submitted for Committee's information on the Treasury Management activities for the period 1 April 2016 to 30 September 2016. Covering areas such as public works loan board, borrowing requirements, temporary investments, Prudential indicators, Local Government Bonds Agency, approved organisations and recent events.

RESOLVED: That the report be noted.

351 REVENUES AND BENEFITS GENERAL REPORT

Committee considered a report which covered the following areas:

- National Non-Domestic Rates;
- Council Tax;
- Sundry Debtors
- Housing Benefit and Council Tax Support Performance;
- Housing Benefit overpayments;
- Business Rates Revaluation 2017;
- the Government's Consultation on Transitional Arrangements – the Budget Working Group had requested that a response be sent to the consultation supporting Option 2 on the grounds that more medium sized businesses would benefit from reductions in rates sooner than Option 1.

RESOLVED: That the report be noted.

352 REVENUE MONITORING 2016/17

Committee received a report showing the position for the first six months of this year's revenue budget as far as this Committee was concerned.

RESOLVED: That the report be noted.

353 OVERALL REVENUE MONITORING 206/17

Committee received a report outlining the position on the revenue budget for the current financial year.

RESOLVED: That the report be noted.

354 CAPITAL MONITORING 2016/17

Committee considered a report on the progress of the approved Capital Programme for the period to the end of September 2016 with regard to schemes which fall under the remit of this Committee.

RESOLVED: That the report be noted.

355 OVERALL CAPITAL MONITORING 2016/17

Committee received an update report on the progress of the overall approved capital scheme for the period to the end of September 2016.

RESOLVED: That the report be noted.

356 FAIR FUNDING REVIEW CONSULTATION

The Director of Resources submitted a report informing Members of the recent response to the Fair Funding Review consultation paper. This was with regard to what the relative needs assessment formula should be following the implementation of 100% business rate retention and considered issues including the approach to measuring relative need; the treatment of growth in local taxes; transitioning to a new distribution of funding; the geographical level at which need is measured; resetting the needs assessment; and incentives within the Local Government Finance system. A copy of the consultation response was included for Members' information.

RESOLVED: That the report be noted.

357 100% BUSINESS RATE RETENTION CONSULTATION

The Director of Resources informed Committee of the recent response to the 100% Business Rate Retention consultation paper. This included issues such as the devolution of responsibilities; the operation of the system including how growth is rewarded and risk is shared; local tax flexibilities; assessment of Council's needs and redistribution of resources; accountability and accounting in a reformed system; and how and what local government behaviours should be incentivised through the assessment of Council's relative needs. A copy of the consultation response submitted was included for Members' information.

RESOLVED: That the report be noted.

358 LOCAL GOVERNMENT FINANCE SETTLEMENT 2017/18 – TECHNICAL CONSULTATION PAPER

The Director of Resources submitted a report for Committee's information of a recently issued Technical Consultation Paper on the Local Government Finance Settlement 2017/18. The consultation invited views on proposals on multiyear settlements; improved better care fund; Council Tax referendum principles; business rates revaluation adjustment, adjustments to business rates in areas piloting 100 per business rates retention and voluntary transfers of funding to Mayoral combined authorities. A response would be prepared to this consultation based on the assessment of the various options and would be reported to the next meeting of the Budget Working Group.

RESOLVED: That the report be noted.

359 BUDGET WORKING GROUP

Committee received the minutes of the Budget Working Group meetings held on 14 September 2016 and 3 August 2016.

360 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

Committee received a report submitted by Councillor Jim White on the Armed Forces Community Covenant and a report from Councillor Ian Sayers on the Little Green Bus – Community Transport in Lancashire. Verbal reports were also given from Councillor P Elms on the Police and Crime Panel and Councillor G Mirfin on Ribble Valley Homes.

361 EXCLUSION OF PRESS AND PUBLIC

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

362 DISCUSSION PAPER ON BUSINESS RATES COLLECTION

A report was submitted by the Director of Resources updating Members on issues faced by the Revenues Section regarding business rates avoidance and bad debtors. She reported that the in-year collection rate exceeds 98% which eventually rises to approximately 99% but that difficulties are encountered when recovering business rates from some debtors.

A discussion took place regarding some of the difficulties currently being experienced. Examples including phoenix companies, empty properties that are difficult to relet, sham tenancies, ratepayers with no assets and struggling businesses in properties with high rateable values. Members discussed several examples and the means of recovering such debts including Court action, bankruptcy proceedings and the potential costs involved and praised the Head of Revenues and Benefits and his team for achieving such outstanding results.

RESOLVED: Members endorsed the actions currently being taken with regard to the collection of Business Rates.

The meeting closed at 8.15pm.

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

Minutes of Parish Councils' Liaison Committee

Meeting Date: Thursday, 27 October 2016, starting at 6.30pm
Present: D Peat (Chairman)

Councillors:

P Ainsworth	I Sayers
A Brown	G Scott
L Graves	D Smith
T Hill	N C Walsh
M Robinson	

Parish Representatives:

S McGregor	Barrow
T Austin	Billington & Langho
H Fortune	Bolton by Bowland, Gisburn Forest & Sawley
K Winstanley	Bowland Forest (Higher)
H Douglas	Chatburn
K Hilton	Grindleton
I Forrester	Hothersall
R Beacham	Longridge
S Rosthorn	Newsholme & Paythorne
R Whittaker	Rimington & Middop
J Shorter	Sabden
R Hirst	Simonstone
K Hodson	Slaidburn & Easington
P Hallett	Thornley-with-Wheatley
J Hilton	Waddington
HD Parker	Waddington
T Parry	West Bradford
M Highton	Whalley
J Bremner	Wilpshire
R Thompson	Wiswell

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

Also in attendance: Sue Sinclair of Hyndburn Homewise.

363

APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Borough Councillor D Taylor and from the following Parish Representatives:

D Bland	Aighton Bailey & Chaigley
M Walsh	Bolton-by-Bowland
E Miller	Bowland Forest Lower
P Brown	Chipping
B Green	Chipping
A Schofield	Clayton-le-Dale

M Fenton	Clitheroe
P Robinson	Clitheroe
D Waters	Gisburn
J Parry	Hothersall
M Everett	Longridge
A Steer	Osbaldeston
P Young	Ramsgreave
E Law-Riding	Ribchester
A Ormand	Ribchester
T Haworth	Sabden
G Meloy	Simonstone
J Brown	Whalley

364 MINUTES

The minutes of the meeting held on 8 September 2016 were approved as a correct record and signed by the Chairman.

365 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

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

366 MATTERS ARISING

a) Minute 239

The Chief Executive reported on the Local Government Boundary Commission review of the Parliamentary Constituencies and a letter which he had circulated to Parish Clerks. The proposal was for the reduction of the number of MP's from 650 to 600. The size of the current Ribble Valley constituency of approximately 75,000 electorate fell within the parameters for the new constituency numbers, but the review had proposed division of the constituency in two. Part would be in a new Clitheroe and Colne Constituency, comprising the southern parts of Ribble Valley, parts of Pendle (but not Nelson) and parts of South Ribble. The northern parts of the Ribble Valley would form part a geographically large North Lancashire Constituency, together with parts of Lancaster, Wyre and Preston.

The Policy and Finance Committee of Ribble Valley Borough Council had proposed that a different solution comprising the current Ribble Valley Borough Council area together with wards from the west of Hyndburn should be submitted. There was discussion about the loss of the strength of community in the Ribble Valley and the difficulties in access to the Constituency MP for the proposed North Lancaster Constituency.

RESOLVED: That Parish Council Liaison Committee respond to the review, rejecting the proposal of the Parliamentary Boundary Commission, emphasising the cohesion of the people of the Ribble Valley, the parished nature of the borough and the difficulties that would arise for Ribble Valley as a democratic and political unit if the borough was split between 2 constituencies.

b) Minute 240

The Head of Regeneration and Housing reported that he was working with the Partnership Officers to get feedback on the impact of closure of Lancashire County Council facilities. They will be contacting parishes in this respect and the contemplated Working Group had not been set up yet.

c) Minute 241

It was reported that no suggestions had been received for topics for a presentation at a reception for Parish Chairs and Representatives. Possible subjects were proposed, being advice on local government finances and parish precepts, and a presentation on the Little Green Bus service.

367

HYNDBURN HOMEWISE

The Chair introduced Sue Sinclair of Hyndburn Homewise, who gave a presentation on their service and distributed materials on the services which they can offer.

They are a non-profit making organisation registered under the Co-operative and Community Benefit Society Act 2014, offering a range of services to the whole community on all aspects of home improvement, adaptations, repairs and maintenance with special assistance for older and disabled people. They were able to assist in preparation of projects, selection of tradesmen, sourcing funding and providing support during the work and before payment was made. They contributed to the Integrated Home Improvement Service, to facilitate discharge from hospital and try to minimise need for residential care.

Further services included security measures, energy and cost saving, falls and accident prevention and minor repairs through their subsidised handy person service. They also have a large stock of aids for the disabled and elderly and were able to accept such items (subject to storage space) and refurbish them for reuse.

Advice and support in enabling people to remain in their own homes had saved many millions of pounds of public funds.

She explained that the service was open Monday to Friday, 9am to 5pm and had a website which would be recommissioned in the near future. The organisation was proposing to drop "Hyndburn" from their title, which would emphasise the availability of services to Ribble Valley residents.

Sue responded to questions and explained that they cover rural areas themselves or with their partners. Access to the service is not means tested, although funding for some work may require assessment or proof of entitlement

to benefits. She would be happy to give a presentation to individual Parish Councils.

RESOLVED: That Sue be thanked for a very informative presentation, which could be circulated to Parish Clerks.

368 BT TELEPHONE BOX CLOSURES – CONSULTATION PROCEDURES

The Director of Community Services submitted a report on the proposal for closure of 50 public telephone boxes in the Ribble Valley, which had been distributed to Parish Clerks for consultation. Responses were sought to be submitted to the Planning Department by 30 November 2016, as part of the local consultation process, to enable formal response to the BT Consultation by 14 January 2017.

There was discussion on the issues that could arise if the programme proceeded and concerns were expressed at the data provided. There was consideration of the poor or non-existent mobile reception in various parts of the Ribble Valley. Members reported concern at the number of boxes that have been out of action, which would have been reflected in low usage. Questions were raised as to whether records were kept of incoming or reverse charge calls.

It was noted that objections on communication grounds were generally accepted by British Telecom, and that evidence in this respect should be collated.

RESOLVED: That a Working Group be set up to propose a response from the Parish Council Liaison Committee, in addition to the responses encouraged from individual Parish Councils.

369 COMMUNITY SAFETY SURVEY FEEDBACK

The Head of Regeneration and Housing reported on the outcome of the recent Community Safety Survey, the first since 2010. The results would be circulated, but highlights had been that people in Ribble Valley generally felt safe, especially in the home; the main safety concerns were speeding vehicles and overgrown hedges; there was a concern about inadequate Police presence. The underlying theme was that Ribble Valley continues to be a generally safe area, but work would be done to promote home security measures, a safer driver programme for young drivers, and focus on issues behind anti-social behaviour in some areas.

Members expressed concern that the low records of crime may reflect the lower Police presence and there was a suggestion that Police Community Support Officers or Community Police attendance could now be available to the villages through public transport and not through Police vehicles.

370 LOCAL PLAN UPDATE

The Head of Regeneration and Housing reported that the consultation had now closed. There had been nearly 120 responses, mostly from agents and landowners seeking to promote sites. These would be reviewed and there would be a further report to the meeting in January 2017.

371

DEPARTMENT OF COMMUNITIES AND LOCAL GOVERNMENT TECHNICAL GROUP – PROPOSAL WITH REGARD TO PRECEPT INCREASES

The Chief Executive reported that previously capping of local tax increases had not applied to Parish and Town Councils. A proposal had now been received for consideration whether the 2% cap should apply to the precept for larger Parish and Town Councils (where the precept exceeds £500,000). This contemplated referendum principles for those authorities on any additional increase to the precept. This did not apply to any Parish or Town Council in the Ribble Valley, but if the referendum principle were to be extended to all local precepting authorities, this would be very expensive and potentially unworkable for Parish and Town Councils in the Ribble Valley.

RESOLVED: That Committee approve a response by the Chief Executive, agreeing with the principle for larger precepting authorities, but rejecting the idea of capping for small precepting authorities; that the financial definition of a larger authority be index linked; and that there should be no reduction in the figure by which a larger authority should be defined.

The meeting closed at 8.13pm.

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

Minutes of Licensing Committee

Meeting Date: Tuesday, 1 November 2016 starting at 6.30pm
Present: Councillor J Alcock (Chairman)

Councillors:

R Bennett	G Geldard
I Brown	S Hind
S Brunskill	A Knox
P Elms	G Scott
M Fenton	R Swarbrick

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

372 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillors S Atkinson, R Hargreaves, G Mirfin and J White.

373 MINUTES

The minutes of the meeting held on 13 September 2016 were approved as a correct record and signed by the Chairman. Committee received the minutes of the Licensing Sub-Committee held on 5 August 2016 and 17 October 2016.

374 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

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

375 PUBLIC PARTICIPATION

There was no public participation.

376 FEES AND CHARGES

The Chief Executive submitted a report asking Committee to determine the annual fees for hackney carriage and private hire licences, scrap metal dealers licences and sex establishment licences. The Council has the power to charge for licences subject to statutory provisions which both give rise to the power to charge and specify the way the charge for certain licences has to be calculated. The legislation provides that the fees should be set at a level which provides such a fee as they consider reasonable with a view to recovering the costs of issue and administration. The report outlined the current fees charged alongside the proposed fees to be charged, the uplift in fees was approximately 1.5% rounded up or down as most appropriate.

RESOLVED: That Committee agree to set the fees for

1. hackney carriage and private hire licences for the year 2017/2018 as set out in Appendix 1 to the report;

2. scrap metal dealers licences for the year 2017/2018 as set out in Appendix 2 to the report; and
3. sex establishment licences for the year 2017/2018 as set out in Appendix 3 to the report.

APPENDIX 1

PRIVATE HIRE & HACKNEY CARRIAGE	2016 from 1 April	2017 from 1 April
	£	
Driver's application/renewal annual Licence	58.90	59.80
Driver's application/renewal 3 year licence	156.10	158.50
Replacement Driver's Badge	12.05	12.30
Vehicle Licences:		
ANNUAL – Up to 3 years old	164.75	167.30
6 MONTHS – Over 3 years but not exceeding 7 years	87.25	88.60
4 MONTHS – Over 7 years	62.15	63.10
Discount on previous Licence (1/12 th annual)	13.70	13.90
Transfer on Licence ownership	24.15	24.60
New or replacement:		
Plates	15.00	15.00
Brackets	15.00	15.00
Private Hire Operators annual licence	152.70 per annum for 5 vehicles or fewer.	155.00 per annum for 5 vehicles or fewer.
Additional Vehicles	11.95	12.20
Private Hire Operators 3 year licence	404.70 per annum for 5 vehicles or fewer.	410.80
Additional Vehicles	31.58	32.10
Private Hire Operators 5 year licence	674.50 for 5 vehicles or fewer.	684.70
Additional Vehicles	52.80	53.60
Change to Operators Licence	11.45	11.70
Copy of Operators Licence	15.00	15.30
Log books (100 sheets) each	1.65	1.70
Knowledge test – first one free - paper	7.70	7.90
- in person	15.35	15.60

APPENDIX 2

	From 1 April 2016	From 1 April 2017
	£	£
Application/Renewal of Site Licence	286.80	291.20
Variation of Site Licence	186.35	189.20
Application/Renewal of Collector's Licence	207.10	210.30
Variation of Mobile Collector's Licence	165.65	168.20

APPENDIX 3

	From 1 April 2016	From 1 April 2017
	£	£
Grant of Sex Shop	3,105.90	3,152.50
Grant of Sex Cinema	3,105.90	3,152.50
Grant of Sexual Entertainment Venue	5,176.50	5,254.20
Renewal of Sexual Entertainment Venue	2,588.25	2,627.10
Transfer of Sexual Entertainment Venue	517.65	525.50
Variation of Sexual Entertainment Venue	517.65	525.50

377 RECOMMENDATIONS FOR A REPLACEMENT FOR THE DVSA TAXI DRIVER TEST

The Chief Executive submitted a report seeking Committee's approval for a replacement to the DVSA taxi driver test. The Council had received notification from the DVSA that it intends to stop offering the test from 31 December 2016 and it was therefore necessary to look at the options available. The test had been introduced to ensure that all applicants for licences had a suitable level of driving ability and also provided training on other aspects of driving safety and service. It was not recommended therefore that the requirement be removed but that an alternative provider be found. A number of licensing authorities in the surrounding area were already using an alternative provider called Diamond Advanced Motorists where the testing requirements and costs were broadly the same as those required in the DVSA test. This provider offered both a standard and enhanced test; the enhanced test including a wheelchair exercise. It was felt by Committee that the Highway Code questions offered at the beginning of the test suitable for taxi test candidates, should be made compulsory.

The solicitor reported that since this report had been written, an email had been received from another company who intend to offer the same service, but which is not yet available. In light of this the Head of Legal and Democratic Services should review the situation if necessary.

RESOLVED: That Committee

1. approve the DIA as an alternative testing authority for private hire and taxi driving testing with immediate effect;
2. approve DIA as the relevant testing authority for private hire and taxi driving testing from 1 January 2017;
3. approve the testing requirements as set out at paragraph 3.3 in the report; and
4. authorise the Head of Legal and Democratic Services to review the providers should other providers become available.

378 HACKNEY CARRIAGE STANDS

The Chief Executive submitted a report seeking Committee's views on the creation of additional hackney carriage stands. At the taxi meeting held in September, a request had been made for additional hackney carriage stands to be created at:

- Accrington Road, Whalley
- Train station, Clitheroe (outside of bus times)
- Market Place, Clitheroe (opposite the existing temporary stand)

These proposals had been sent to Lancashire County Council for comment as well as discussed with the local Police Officers, whose response was positive. The response received from Lancashire County Council was that they had no issue in principle with the creation of a stand at the train station, as long as it was outside the hours that buses operate. With regard to the creation of a hackney carriage stand on Accrington Road, Whalley the highway authority was in the process of creating a new traffic order which was due to go to Committee in November 2106. If this was approved the order would create a loading bay on Accrington Road outside Rendezvous nightclub between the hours of 8am and 6pm and it was suggested that this may be an appropriate space to create a temporary taxi rank outside of those hours; the highway authority was also about to begin the process of reviewing its traffic order for the whole of Castle Street, and Market Place and York Street in Clitheroe and it was suggested that any change to the hackney stands be incorporated into this review.

RESOLVED: That Committee authorise the Head of Legal and Democratic Services to take the steps identified in the report with regard to the additional hackney carriage stands and that a request for signage at the station be made to Lancashire County Council.

379 ARRANGEMENTS FOR TAXI ENFORCEMENT OPERATION

The Chief Executive submitted a report for Committee's information regarding the arrangements made for future taxi enforcement operations. At the taxi meeting held on 13 September 2016, a request was made by licence holders for joint enforcement operations to be carried out by the Council, the local constabulary and the Vehicle and Operator services Agency. It was intended that these

operations would begin prior to the busy Christmas period and a further report would be submitted to Committee in due course detailing the results of the operations and any action taken as a result.

RESOLVED: That the report be noted.

The meeting closed at 7.40pm.

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

Minutes of Planning and Development Committee

Meeting Date: Thursday, 10 November 2016 starting at 6.30pm
Present: Councillor S Bibby (Chairman)

Councillors:

S Atkinson	S Knox
A Brown	J Rogerson
I Brown	I Sayers
S Carefoot	R Swarbrick
M French	D Taylor
L Graves	R Thompson
B Hilton	

In attendance: Director of Community Services, Head of Planning Services and Head of Legal and Democratic Services.

380 APOLOGIES

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

381 MINUTES

The minutes of the meeting held on 13 October 2016 were approved as a correct record and signed by the Chairman.

382 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

Councillors S Carefoot and J Rogerson declared an interest in planning applications 3/2016/0708 and 0709 – Dog & Partridge at Tosside.

383 PUBLIC PARTICIPATION

There was no public participation.

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

1. APPLICATION REF: 3/2016/0909

GRID REF: SD 374669 442184

DEVELOPMENT DESCRIPTION:

PROPOSED ERECTION OF CANOPY OVER EXTERNAL DISPLAY AREA AND FENESTRATION ALTERATIONS. CLADDING OF EXTERNAL WALLS. PROPOSED CHANGE OF USE FROM CLASS A1 (FUNERAL PARLOUR) TO SUI GENERIS (MOTORBIKE SALES SHOWROOM). RESUBMISSION OF WITHDRAWN APPLICATION 3/2016/0733 WITH DESIGN AMENDMENTS AT SPEED PARLOUR, CHATBURN ROAD, CLITHEROE

The Head of Planning Services reported upon two further objections received and a letter of support.

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

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

REASON: To comply with the requirements of section 91 of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

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

Proposed Plans – Drawing No: 5161-04B
Proposed Elevations – Drawing No: 516-03D

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

3. Notwithstanding the submitted details, precise specifications or samples of all external surfaces, including surfacing materials and their extents, of the development hereby permitted shall have been submitted to and approved by the Local Planning Authority before their use in the proposed development. The approved materials shall be implemented within the development in strict accordance with the approved details.

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 DMG1 of the Ribble Valley Core Strategy.

4. The Motorbikes Sales Showroom use hereby approved shall only operate between the hours of 8.30 - 17.30 Monday to Saturday inclusive, and there shall be no operation on Sundays or bank holidays. There shall be no business operated from the site outside the stated operating hours.

REASON: In order to safeguard the amenity of nearby residents in accordance with Policy DMG1 of the Ribble Valley Core Strategy, and the NPPF.

5. Unless otherwise agreed in writing with the Local Planning Authority, and notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (England) Order 2015, or any equivalent Order following the revocation and re-enactment thereof (with or without modification), the application building shall be used as a Motorbike Sales Showroom and for no other use within Class Sui Generis as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended).

REASON: To ensure that the unit is used solely as a Motorbike Sales Showroom as any other use within use class Sui Generis may not be considered acceptable in the interest of amenity of the area in accordance with Policy DMG1, of the Ribble Valley Core Strategy.

6. No vehicle repairs other than minor works associated with vehicles for display or sale as contained within the Planning, Design and Access Statement (Ref: 5161 Version: 1-02 (Rev A)) shall be undertaken on this premises unless otherwise agreed in writing with the Local Planning Authority.

REASON: In order to safeguard the amenity of nearby residents in accordance with Policy DMG1 of the Ribble Valley Core Strategy, and the NPPF.

(Councillors S Carefoot and J Rogerson declared an interest in the next two items of business and left the meeting.)

2. APPLICATION REF: 3/2016/0708
GRID REF: SD 376871 455498
DEVELOPMENT DESCRIPTION:
CHANGE OF USE FROM PUBLIC HOUSE, OWNER'S LIVING ACCOMMODATION AND BED AND BREAKFAST FACILITY TO TWO DWELLINGS AT DOG & PARTRIDGE, TOSSIDE

REFUSED for the following reason(s):

1. The proposal is considered contrary to the NPPF and Policies DME4, DMH3, EN5 and EN2 of the Ribble Valley Core Strategy insofar that the proposed development would fail to preserve the special historic interest of the listed public house and would, consequently, harm the character and appearance of the Forest of Bowland Area of Outstanding Natural Beauty contrary also to the advice in NPPF and policy EN2 of the Ribble Valley Core Strategy.
2. The proposal is considered contrary to the NPPF and Policies DMG1, DMG2 and DMB1 of the Ribble Valley Core Strategy insofar that the proposed development would result in the loss of a substantial proportion of the commercial floor area within this tourism and community facility, which would harm the rural economy and the vitality of the local area.

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

3. APPLICATION REF: 3/2016/0709 (LBC)
GRID REF: SD 376871 455498
DEVELOPMENT DESCRIPTION:
CHANGE OF USE FROM PUBLIC HOUSE, OWNER'S LIVING ACCOMMODATION AND BED AND BREAKFAST FACILITY TO TWO DWELLINGS AT DOG & PARTRIDGE, TOSSIDE

REFUSED for the following reason(s):

1. The proposal is considered contrary to the NPPF and Policies DMG1, DME4, and Key Statement EN5 of the Ribble Valley Core Strategy insofar that the proposed development would fail to preserve the special historic interest of the listed public house.

(Mr Burke spoke against the above application).

(Councillors S Carefoot and J Rogerson returned to the meeting)

4. APPLICATION REF: 3/2016/0764/P
GRID REF: SD 373687 440694

DEVELOPMENT DESCRIPTION:

DEMOLITION OF EXISTING WORKSHOPS BUILDINGS (OTHER THAN WORKSHOP 3), CONVERSION OF WORKSHOP 3 TO PROVIDE 14 RESIDENTIAL APARTMENTS THE ERECTION OF 4 RESIDENTIAL APARTMENTS, ERECTION OF CYCLE/REFUSE STORE, LAYING OUT OF PARKING AND CIRCULATION AREAS, AND ASSOCIATED LANDSCAPING. PRIMROSE WORKS, PRIMROSE ROAD, CLITHEROE, LANCASHIRE BB7 1BS.

The Head of Planning Services reported that the recommendation was one of straight approval rather than defer and delegated as the Unilateral Agreement had been signed.

APPROVED subject to the following conditions:

Commencement of Development

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.

Drawings and Plans

2. Unless explicitly required by condition within this consent the development hereby permitted shall be carried out in complete accordance with the proposals as detailed on drawings:
Proposed Site Plan Drawing: 14-105-P10 Rev C
Proposed Floor Plans Plots 1 to 14 Drawing: 14-105-P01 Rev A
Proposed Elevations Plots 1 to 14 Drawing: 14-105 P02
Proposed South and East Elevations Plots 1 to 18 Drawing:14-105-P04 Rev B
Proposed North and West Elevations Plots 1 to 18 Drawing: 14-105-P05 Rev B
Proposed Plans and Elevations Plots 15 to 18 Drawing: 14-105-P03 Rev D
Cycle and Refuse Store Drawing: 14-105-P06 Rev A

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

3. Precise specifications or samples of all external surfaces, including surfacing materials of the development hereby approved shall have been submitted to and approved by the Local Planning Authority before 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 DMG1 of the Ribble Valley Core Strategy (Adopted version).

Amenity

4. Prior to the commencement of the development section details at a scale of not less than 1:20 of each elevation shall have been submitted to and approved by the Local Planning Authority. For the avoidance of doubt the sections shall clearly detail all eaves, guttering/rain water goods, soffit/overhangs, window/door reveals and the proposed window/door framing profiles and materials. The development shall be carried out in strict accordance with the approved details.

REASON: In order that the Local Planning Authority may ensure that the detailed design of the proposal is appropriate to the locality in accordance with Policy DMG1 of the Ribble Valley Core Strategy (Adopted version).

5. Notwithstanding the submitted details, prior to the commencement of the development, section details and/or elevations at a scale of not less than 1:20 of the proposed boundary treatments/fencing, walling including any coping details shall have been submitted to and approved by the Local Planning Authority. The development shall be carried out in strict accordance with the approved details.

REASON: In order that the Local Planning Authority may ensure that the detailed design of the proposal is appropriate to the locality in accordance with Policy DMG1 of the Ribble Valley Core Strategy (Adopted version).

Materials and Landscaping

6. Notwithstanding the submitted details, prior to the commencement of the development, full details of the proposed landscaping shall be submitted to and approved in writing by the Local Planning Authority. For the avoidance of doubt, the landscaping details shall indicate all trees and hedgerows identified to be retained or how those adjacent to the proposed development and/or application area/boundary will be adequately protected during construction, in accordance with BS5837: 2012 'Trees in relation to design, demolition and construction' or equivalent unless otherwise agreed. The agreed protection measures shall be put in place and maintained during the construction period of the development.

The approved landscaping scheme shall be implemented in the first planting season following first 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 which is removed, or dies, or is seriously damaged, or becomes seriously diseased, by a species of similar size to those original planted.

REASON: To protect trees and hedges on and adjacent to the site and to ensure the proposal is satisfactorily landscaped and appropriate to the locality in accordance with Policies DME1 and DME3 of the Ribble Valley Core Strategy (Adopted version).

Highways

7. Prior to the commencement of the development, details of the car park surfacing/markings shall be submitted to and agreed in writing by the Local Planning Authority. The car parking spaces and manoeuvring areas shall be marked out in accordance with the approved details, before the use of the premises hereby permitted becoming operative.

REASON: To allow for the effective use of the parking areas in accordance with Policies DMG1, DMG3 and DMI2 of the Ribble Valley Core Strategy (Adopted version).

8. No development shall take place, including any demolition, until a Construction & Demolition Method Statement has been submitted to and approved in writing by the local planning authority has been submitted to and approved in writing by the local planning authority. The approved statement shall be adhered to throughout the construction period. It shall provide for:
 1. The parking of vehicles of site operatives and visitors
 2. The loading and unloading of plant and materials
 3. The storage of plant and materials used in constructing the development
 4. The erection and maintenance of security hoarding
 5. Wheel washing facilities
 6. Measures to control the emission of dirt and dust during construction
 7. Details of working hours
 8. Contact details of the site manager
 9. The timing of the delivery of plant and material to site
 10. A programme and timing for the mechanical sweeping of all adjacent roads during the construction and demolition phase of the development

REASON: In the interests of protecting residential amenity from noise and disturbance in accordance with Policy DMG1 of the Ribble Valley Core Strategy (Adoption version).

9. No part of the development shall be occupied until details of the forward visibility splays visibility have been approved by the planning authority and the land within these splays shall be maintained thereafter, free from obstructions

such as walls, fences, trees, hedges, shrubs, ground growth or other structures within the forward visibility splays in excess of 1.0 metre in height above the height at the centre line of Woone Road.

REASON: To ensure adequate visibility at the street junction or site access in the interest of highway safety in accordance with Policies DMG1 and DMG3 of the Ribble Valley Core Strategy (Adopted Version).

10. Prior to the commencement of the development, a joint survey shall be carried out between the developer and the planning authority (in conjunction with the highway authority) to determine the condition of Woone Road. A similar survey shall be carried out within six months of the completion of the last phase of development, and the developer shall make good any damage to Woone Road to return it to the pre-construction situation.

REASON: To maintain the construction Woone Road in the interest of highway safety in accordance with Policies DMG1 and DMG3 of the Ribble Valley Core Strategy (Adopted Version).

- 11 The cycle facilities submitted with this application shall be implemented prior to the premises being operative and thereafter permanently maintained.

REASON: To allow for effective use of parking areas and the promotion of sustainable forms of transport and to comply with Policy DMG1 of the Ribble Valley Core Strategy (Adopted Version).

Heritage and Conservation

- 12 Prior to the commencement of the demolition works on site, a methodology and schedule of works in relation to all proposed demolition shall be submitted to an agreed in writing by the Local Planning Authority. For the avoidance of doubt the submitted details shall contain a further building condition survey relating to the buildings/structures to remain on site, details regarding the method and phasing of demolition and details in respect of demolition works relating to or affecting the main mill building

The schedule and timing of works shall also include detailed proposals to ensure the structural stability of the building(s) during the course of demolition and construction of the development and include elevational and engineering details as to how the building(s) will be retained in a satisfactory and sound condition thereafter. All works shall be carried out in strict accordance with the agreed details.

REASON: To protect and conserve the buildings proposed to be retained on site and to ensure that there is no significant deterioration in the condition of the building. In accordance with Policies DMG1 and DME4 of the Ribble Valley Core Strategy (Adopted Version).

13. No development shall take place until the applicant, or their agent or successors in title, has secured the implementation of a programme of

archaeological work in accordance with a written scheme of investigation which has been submitted by the applicant and approved by the Planning Authority.

REASON: To ensure and safeguard the recording of any archaeological deposits in accordance with Policies DMG1 and DME4 of the Ribble Valley Core Strategy (Adopted Version).

Contamination

14. 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 Key Statement EN4 and Policies DME2, DME3 and DMG1 of the Ribble Valley Core Strategy (Adopted Version).

15. Prior to each phase of development approved by this planning permission no development (or such other date or stage in development as may be agreed in writing with the Local Planning Authority), shall take place until a scheme that includes the following components to deal with the risks associated with

contamination of the site shall each be submitted to and approved, in writing, by the local planning authority:

- 1) A preliminary risk assessment which has identified:
 - all previous uses;
 - potential contaminants associated with those uses;
 - a conceptual model of the site indicating sources, pathways and receptors; and
 - potentially unacceptable risks arising from contamination at the site.
- 2) A site investigation scheme, based on (1) to provide information for a detailed assessment of the risk to all receptors that may be affected, including those off site.
- 3) The results of the site investigation and detailed risk assessment referred to in (2) and, based on these, an options appraisal and remediation strategy giving full details of the remediation measures required and how they are to be undertaken.
- 4) A verification plan providing details of the data that will be collected in order to demonstrate that the works set out in the remediation strategy in (3) are complete and identifying any requirements for longer-term monitoring of pollutant linkages, maintenance and arrangements for contingency action. Any changes to these components require the express written consent of the local planning authority. The scheme shall be implemented as approved.

REASON: To assess the risk associated with the development and to ensure the site is suitable for its end use in accordance with Key Statement EN4 and Policies DME2, DME3 and DMG1 of the Ribble Valley Core Strategy (Adopted Version).

16. No occupation shall take place until a verification report demonstrating completion of works set out in the approved remediation strategy and the effectiveness of the remediation shall be submitted to and approved, in writing, by the local planning authority. The report shall include results of sampling and monitoring carried out in accordance with the approved verification plan to demonstrate that the site remediation criteria have been met. It shall also include any plan (a "long-term monitoring and maintenance plan") for longer-term monitoring of pollutant linkages, maintenance and arrangements for contingency action, as identified in the verification plan. The long-term monitoring and maintenance plan shall be implemented as approved.

REASON: To assess the risk associated with the development and to ensure the site is suitable for its end use in accordance with Key Statement EN4 and Policies DME2, DME3 and DMG1 of the Ribble Valley Core Strategy (Adopted Version).

17. If, during development, contamination not previously identified is found to be present at the site then no further development (unless otherwise agreed in writing with the local planning authority) shall be carried out until the developer has submitted a remediation strategy to the local planning authority detailing how this unsuspected contamination shall be dealt with and obtained written approval from the local planning authority. The remediation strategy shall be implemented as approved.

REASON: To assess the risk associated with the development, to prevent the pollution of controlled waters from potential contamination on site and to ensure the site is suitable for its end use in accordance with Key Statement EN4 and Policies DME2, DME3 and DMG1 of the Ribble Valley Core Strategy (Adopted Version).

Ecology

18. The bat mitigation proposals for the protection of bats as contained within the Inspection and Assessment in Relation to Bats Dated 18th June 2015 will be implemented in full, subject to any changes required by Natural England at the Licensing stage.

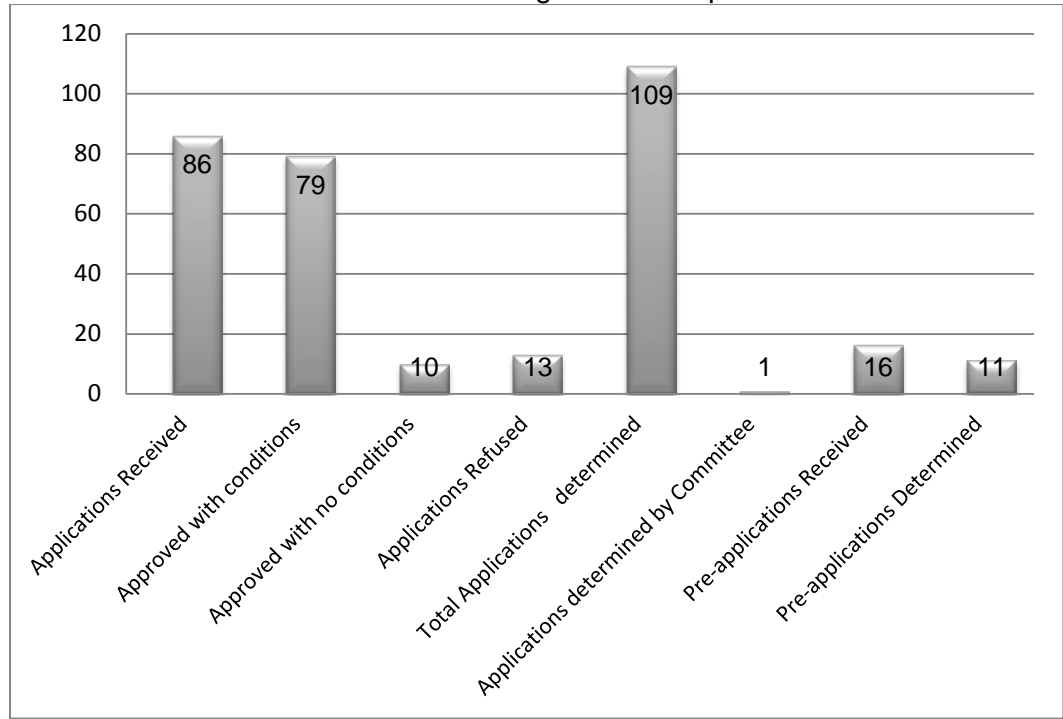
REASON: In the interests of biodiversity and to enhance nesting/roosting opportunities for species of conservation concern and reduce the impact of development in accordance with Policy DMG1 and Key Statement EN4 of the Ribble Valley Core Strategy (Adopted Version).

(Mr Hoerty spoke on behalf of Mr Smith in favour of the above application).

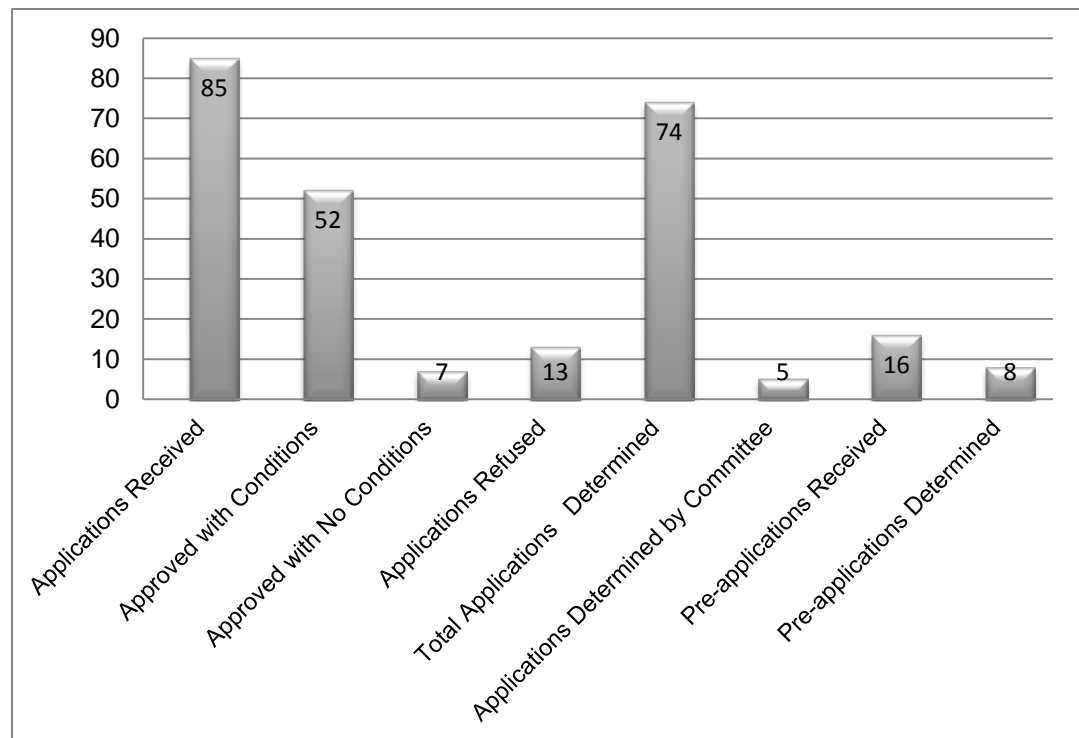
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PLANNING APPLICATION STATISTIC REPORT

APPLICATIONS DETERMINED – 31 August to 30 September 2016



APPLICATIONS DETERMINED – 1 October 2016 to 28 October 2016



(This list does not include prior determinations, split decisions, observations to other Local Planning Authorities and other less frequent application types).

386

SECTION 106 APPLICATIONS

<u>Plan No</u>	<u>Location</u>	<u>Date to Committee</u>	<u>Number of Dwellings</u>	<u>Progress</u>
3/2016/0328	15 Parker Avenue Clitheroe	15/9/16	18	With Legal

387

APPLICATIONS WITHDRAWN

<u>Plan No</u>	<u>Proposal</u>	<u>Location</u>
3/2016/0177	Conversion of agricultural building into 2 dwellings	Higher Boyce Farm Stoneygate Lane Ribchester
3/2016/0502	Construction of 30 dwellings 16 x ¾ bed houses; 8 low cost houses and 6 x 2 bed bungalows	Land adjacent Greenfield Avenue Clitheroe
3/2016/0564	Proposed enclosed car port	26 Waddow Grove Waddington

<u>Plan No</u>	<u>Proposal</u>	<u>Location</u>
3/2016/0774	Non material amendment to planning permission 3/2016/0106 for the remodelling of internal room layout and lean-to extension to link existing kitchen and garage already screened by parapet wall.	Lynwood Stoneygate Lane Ribchester
3/2016/0855	Replacement of garage following demolition of garage stables by storm damage	Bank House Sawley Road Grindleton
3/2016/0782	Erection of 11.4m x 18.7m agricultural livestock building	Ease Barn Farm Gallows Lane Ribchester

388 APPEALS UPDATE

<u>Application No and reason for appeal</u>	<u>Date Received/ Appeal Start Date</u>	<u>Site Address</u>	<u>Type of Appeal Procedure</u>	<u>Date of Inquiry/ Hearing if applicable</u>	<u>Progress</u>
3/2014/0697 R	29/06/15	Land adj Clitheroe Rd West Bradford	WR		Appeal Dismissed 28/09/16
3/2014/0846 R	12/08/15	Land at 23-25 Old Row Barrow	Hearing	07/09/16	Appeal Dismissed 12/10/16
3/2016/0022 R	21/04/16	1 & 2 Abbeycroft The Sands Whalley	WR		Appeal Dismissed 24/10/16
3/2015/0605 R	03/05/16	Little Snodworth Fm Snodworth Rd Langho	WR		Awaiting Decision
3/2016/0241 R	15/06/16	Field Barn Old Langho Rd Langho	WR		Awaiting Decision
3/2016/0368 R	17/08/16	Fourwinds 54 Fairfield Drive Clitheroe	WR		Appeal Allowed 24/10/16
3/2016/0393 R	13/07/16	Ellerslie House Ribchester Road Clayton le Dale	WR		Appeal Dismissed 12/10/16 Costs awarded to RVBC
	24/08/16	3 Accrington Road Whalley	WR		Awaiting Decision
3/2016/0145 R	09/08/16	Thorneyholme Whalley Road Barrow	WR		Appeal Dismissed 07/10/16

<u>Application No and reason for appeal</u>	<u>Date Received/ Appeal Start Date</u>	<u>Site Address</u>	<u>Type of Appeal Procedure</u>	<u>Date of Inquiry/ Hearing if applicable</u>	<u>Progress</u>
3/2016/0260 U	09/09/16	The Hay Moo Mellor Brow Mellor	WR		Awaiting Decision
3/2015/0393 R	10/08/16	Land west of Preston Road Longridge (Grimbaldeston Fm)	Inquiry	03/05/17 to 05/05/17 (3 days)	Bespoke timetable
3/2016/0195 R	24/08/16	The Pippins 248 Preston Road Longridge	WR		Awaiting Decision
3/2016/0250 R	09/09/16	Elms House 127 Whalley Road Clitheroe	WR		Awaiting Decision
3/2016/0516 R	12/10/16	Seven Acre Bungalow Forty Acre Lane Longridge	WR		Statement due 16/11/16
3/2016/0333 R	Awaiting date PINS	start from Blue Trees Copster Green	HH (to be confirmed)		
3/2016/0459 R	Awaiting date PINS	start from 10 Pendle Drive Whalley	HH (to be confirmed)		
3/2016/0655 R	28/09/16	29 Warwick Drive Clitheroe	HH		Appeal Dismissed 18/10/16
3/2016/0750 R	Awaiting date PINS	start from 24 Higher Road Longridge	LB		
3/2016/0279 R	Awaiting date PINS	start from Dove Syke Eaves Hall Lane West Bradford	LB		
3/2015/0776 R	Awaiting date PINS	start from Land off Lambing Clough Ln Hurst Green	WR		
3/2015/0780 R	Awaiting date PINS	start from Timothy House Fm Whalley Road Hurst Green	WR		

389 MEMBER PROTOCOL

The Chief Executive submitted a report seeking Committee's approval for a Planning Protocol for Members and Officers. The document had been prepared to combine the different elements of guidance issued to Members into a single protocol.

It was felt that this was such an important document that it should be discussed by a working group of Members and Officers before it was adopted.

RESOLVED: That Committee approve a working group be formed consisting of the Chairman, Vice Chairman and Councillors S Knox, S Atkinson and R Sherras to look at the Planning Protocol for Members and Officers before it is approved by Committee.

390 MINOR CHANGES TO THE DEVELOPMENT MANAGEMENT PROTOCOL

The Director of Community Services submitted a report advising Members of minor changes to the Development Management Protocol which has resulted in an update and suggestions following meetings with planning agents and other users of the service. The report outlined the minor changes made to the document and informed Committee that it would not have any significant impact on the resources of the department but that the improved level of communication would lead to an overall improvement in the service offered to the users.

RESOLVED: That the report be noted.

391 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

A report was received for Committee's information from Councillor Rosie Elms, the representative on the Forest of Bowland Area of Outstanding Natural Beauty Partnership.

392 APPEALS

- a) 33/2016/0145/P – Erection of a dwelling at Thorneyholme, Whalley Road, Barrow – appeal dismissed.
- b) 3/2014/0846/P – erection of 167 residential dwellings with access, parking and associated landscaping following demolition of No's 23 and 24 Old Row, Barrow at Land at 23-25 Old Row, Barrow – appeal dismissed.
- c) 3/2016/0393/P – Proposed dwelling at Ellerslie House, Ribchester Road, Clayton-le-Dale – appeal dismissed.
- d) 3/2016/0393/P - Against the refusal of planning permission for a dwelling at - Ellerslie House, Ribchester Road, Clayton-le-Dale – Award of costs to Ribble Valley Borough Council.
- e) 3/2016/0655/P – Proposed single storey rear extension at 29 Warwick Drive, Clitheroe – appeal dismissed.
- f) 3/2016/0022/P – Proposed demolition of external toilet block and the construction of a single storey extension at the rear of 1 and 2 Abbeycroft, The Sands, Whalley – appeal dismissed.
- g) 3/2016/0368/P – One dwelling within the curtilage of an existing dwelling at Fourwinds, 54 Fairfield Drive, Clitheroe – appeal allowed with conditions.

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

393 BUILDING CONTROL REVIEW

The Chief Executive submitted a report for Committee's information providing an overview of the Building Control service. It informed Committee that following the completion of a review of this service, several recommendations were being addressed by the Head of Environmental Health Services along with her staff to make the necessary improvements.

RESOLVED: That the report be noted.

The meeting closed at 7.25pm.

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

Minutes of Meeting of the Emergency Committee

Meeting Date: Wednesday, 16 November 2016 starting at 2pm
Present: Councillor S Hirst (Chairman)

Councillors:

S Bibby
S Carefoot
A M Knox

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

394 APOLOGIES

There were no apologies for absence from the meeting.

395 RIBBLESDALE POOL IMPROVEMENTS

The Director of Community Services submitted a report seeking agreement of the Emergency Committee to an increase in the budget allocation for proceeding with the refurbishment of the Ribblesdale Pool. He reminded Committee that the Community Services Committee had previously agreed a scheme and had submitted a bid to Sport England for funding. Following this, further design work had taken place which featured new requirements following feedback from customers and revised requirements from Sport England with regard to the disabled facilities.

Tenders had been received which were in excess of the £209,000 scheme with the option to pay a small additional premium for a two week earlier finish. The report gave a detailed summary of the principal differences, which mainly consisted of a requirement for more disabled work or the knock-on effect of doing this work. The increased funding required also needed to include a contingency figure in case of unforeseen issues arising during the project.

The Director of Resources indicated that the additional monies required could be funded from the Fleming VAT Reserve fund which is specifically earmarked for leisure services.

RESOLVED: That Committee

1. accept the tender from Wright Build Ltd for the sum of £252,425;
2. approve a revised total capital budget for the Ribblesdale Pool project of £277,425 which includes a contingency of £20,000 in case of any unforeseen issues arising during the project; and
3. approve the additional cost of £68,425 being funded from Fleming VAT reserve.

The meeting closed at 2.25pm.

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

Minutes of Accounts & Audit Committee

Meeting Date: Wednesday, 16 November 2016, starting at 6.30pm
Present: Councillor K Hind (Chairman)

Councillors:

P Ainsworth	P Dowson
S Atkinson	R Newmark
I Brown	N C Walsh

In attendance: Chief Executive, Director of Resources, Karen Murray and Caroline Stead (Grant Thornton).

396 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillors S Hind, R Sherras and A Knox.

Councillor G Geldard was not in attendance.

397 MINUTES

The minutes of the meeting held on 17 August 2016 were approved as a correct record and signed by the Chairman.

398 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

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

399 PUBLIC PARTICIPATION

There was no public participation.

400 ANNUAL AUDIT LETTER 2015/16

Karen Murray submitted the Annual Audit letter on behalf of Grant Thornton which summarised the key findings arising from the work that had been carried out at Ribble Valley Borough Council for the year ending 31 March 2016. She informed Committee that Grant Thornton had issued an unqualified opinion on the Council's 2015/16 financial statements and a unqualified value for money conclusion on 18 August 2016. The opinion confirmed that the financial statements gave a true and fair view of the Council's financial position and of the income and expenditure recorded by the Council. The certification of grants had also been completed.

The value for money conclusion confirmed the external auditors were satisfied that the Council had put in place proper arrangements to ensure economy, efficiency and effectiveness in its use of resources during the year ended 31 March 2016. She informed Committee that the Council had made the accounts

available for audit in line with the agreed timetable and provided an excellent set of working papers to support them. The finance team responded promptly and efficiently to queries during the course of the audit and overall the accounts were prepared to a high quality with only disclosure changes required.

Karen also highlighted that sound arrangements were in place to support the decision-making and that the well-established Budget Working Group reviews the budget setting for the year ahead of budget proposals being taken to Full Council.

The medium term financial strategy clearly sets out assumptions made about future levels of income and expenditure and it is clear if there are risks to them. Of particular note in this year were the demonstration of how the Council worked with its key partners to respond to the flooding that impacted on residents and businesses in December 2015, successfully securing Central Government funding through the Belwin Scheme to cover the unplanned costs associated with this and the creation of the Lancashire business rates pool that had been set up with Lancashire County Council and some Lancashire districts with Ribbles Valley Borough Council acting as lead authority. The audit fee was confirmed as £50,762 for the audit and £10,560 for the grant certification fee.

The Chairman thanked Grant Thornton for their report and was very pleased with this independent assessment of the Council's finances.

401

EXTERNAL AUDITOR APPOINTMENT 2018/19 ONWARDS

The Director of Resources submitted a report asking Committee to decide the method for appointing the Council's external auditors for 2018/19 and make a recommendation to Full Council.

The Local Audit and Accountability Act 2014 brought to a close the Audit Commission and established transitional arrangements for the appointment of external auditors and the setting of audit fees for all Local Government and NHS bodies in England.

On 5 October 2015, the Secretary of State, Communities and Local Government, determined that the transitional arrangements for Local Government bodies would be extended by 1 year to also include the audit of the accounts for 2017/18.

In July 2016 Public Sector Audit Appointments (PSAA) were specified by the Secretary of State as an Appointing Person under Regulation 3 of the Local Audit (Appointing Person) Regulations 2015. The PSAA was now inviting the Council to opt in to a national sector-led procurement arrangement, along with other authorities, so that they can enter into a number of contracts with appropriately qualified audit firms and appoint a suitable firm to be the Council authority's auditor. The principal benefits from such an approach were outlined in the report. The Council's current external auditor is Grant Thornton UK LLP; this appointment having been made under a contract let by the Audit Commission. Following closure of the Audit Commission, the contract was novated to PSAA

and since this date PSAA had demonstrated its capability in terms of auditor appointment contract management and monitoring audit quality. The proposed fees for the subsequent use cannot be known until the procurement process has been completed as the costs will depend on proposals from the audit firms.

The Director of Resources went on to explain other options available to the Council which included establishing an independent auditor panel.

The National Opt-In Scheme with PSAA would provide the appointment of a suitably qualified and registered auditor for each of the five financial years commencing 1 April 2018. In order to opt-in the decision must be made by a meeting of the Council and a formal response made to the PSAA by early March 2017.

*** RESOLVED: That Committee recommend to Full Council the acceptance of Public Sector ***
Audit Appointments (PSAA) invitation to opt-in to the sector-led option for the appointment of external auditors for five financial years commencing 1 April 2018.

402 CONFIRMATION OF EXTERNAL AUDITOR APPOINTMENT 2017/18

The Director of Resources submitted a report informing Members of the confirmed appointment of Grant Thornton UK LLP as the Council's external auditor for 2017/18. This was part of the transitional arrangements for Local Government Bodies that had been extended by 1 year to include the audit of accounts for 2017/18 and had been made under Section 3 of the Audit Commission Act under the audit contracts previously let by the Audit Commission.

RESOLVED: That the report be noted.

403 INTERNAL AUDIT PROGRESS REPORT 2016/17

The Director of Resources submitted a report for Committee's information on the internal audit work progress to date for 2016/17. The report included a full audit plan for Committee's information as well as the specific audits that had been completed since the last report to Committee in August. The report set out the assurance opinions issued from the audits that had taken place, along with a summary of the feedback questionnaires. She was pleased to report that progress to date with the 2016/17 audit plan was satisfactory.

RESOLVED: That the report be noted.

404 GRANT THORNTON PROGRESS REPORT

Karen Murray, on behalf of Grant Thornton, submitted a report on their progress in delivering their responsibilities as external auditors. The paper also included a summary of emerging national issues and developments that may be relevant and a number of challenge questions in respect of those emerging issues which Members may wish to consider. The report outlined the various aspects of the

audit and the timetable for completion which was on track. The audit work for 2015/16 was now complete and work on 2016/17 would commence in January 2017.

With reference to the emerging issues, Karen Murray reminded Committee that from 2017/18 authorities would need to publish their audited financial statements by 31 July and would therefore need strict timetables in place to accommodate this earlier date for publishing these statements.

RESOLVED: That the report be noted.

405 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from Representatives on Outside Bodies.

The meeting closed at 7pm.

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