

## **Minutes of Community Services Committee**

Meeting Date: Tuesday, 29 August 2017, starting at 6.30pm  
Present: Councillor S Hore (Chairman)

Councillors:

A Brown	J Holgate
K Hind	M Robinson
S Hind	N Walsh
S Hirst	

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

Also in attendance: Councillor I Sayers.

### 170 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillors J Alcock, S Carefoot, R Hargreaves, T Hill, S Knox, G Scott and J White.

### 171 MINUTES

The minutes of the meeting held on 16 May 2017 were approved as a correct record and signed by the Chairman.

With reference to minute 14, Members were informed that the junior park runs would start in mid-October.

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

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

### 173 PUBLIC PARTICIPATION

There was no public participation.

### 174 PREPARATION FOR REFUSE AND RECYCLING COLLECTION SERVICES FROM 2018

The Director of Community Services submitted a report to remind Members of the implications for the current refuse and recycling collection services following the withdrawal by Lancashire County Council of cost sharing payments from April 2018 and to present Members with recommendations of the Working Group regarding the options previously presented that would introduce alternative arrangements for the recycling of all the recyclable and compostable waste streams.

He reminded Members that there had been five preliminary reports that had been presented to this Committee so far; each report had focussed on one of the range of options available to this authority that may in part help to mitigate the budget shortfall of £430,340 per annum as a result of the withdrawal of the cost sharing agreement by Lancashire County Council from April 2018. The Waste Management Working Group had met three times and had set about evaluating the options previously considered by Committee. Without further information it was difficult to establish the legal position on several of the options and also the extent of the savings and/or income that each option may generate. However the Waste Management Working Group did arrive at recommendations regarding the priority that should be afforded to each of the measures identified; these included, in descending order of priority:

- Leave collection arrangements in place for paper and card and retain the income.
- Consider introducing a £30 annual charge for the green waste collection service.
- Ask LCC to make a financial contribution to the operational cost of running the waste transfer station.
- Seek to make modest savings by ceasing enforcement activity regarding the content of recycling streams and accept a change in policy to allow the rounds to pick up side waste left with the bins.
- Leave arrangements for mixed dry-cyclate as at present and do not change frequency of collection.

Members discussed the options available and felt that at the present time the Council was not in a position to make any final decisions.

**RESOLVED:** That Committee thank the Members of the Waste Management Group for their work on this but defer any decision on a way forward until the legal position is better known.

## 175 FOOTBALL DEVELOPMENT PROPOSAL

The Director of Community Services submitted a report providing an update on the proposals from Clitheroe Wolves Football Club to work in partnership with the Council to develop a football specific facility at Roefield Playing Pitches and to seek approval in principle for the revised scheme.

He reminded Members that at the last meeting they had agreed in principle to the proposal by Clitheroe Wolves Football Club to develop an indoor football facility and refurbish the Council's existing artificial surface. Since that time a number of meetings had taken place with the club, The Lancaster Foundation, Lancashire FA and the Football Foundation to establish the exact details of the scheme.

Following these discussions the scheme being proposed now was to locate a full size synthetic pitch on the Roefield site which would cover the whole of the existing Council artificial surface currently there and extend over some of the grass area and would sit alongside the proposed indoor facility. It had also become apparent that the Football Foundation would only deal with the

landowner ie the Council and it would therefore be necessary for a legal agreement to be drawn up with Clitheroe Wolves Football Club and/or The Lancaster Foundation, because the Council would need to act as project manager for the outdoor pitch with all invoices being dealt with by the Council, who would draw down grant funding for their payment.

RESOLVED: That Committee

1. approve the revised project in principle and authorise the Director of Community Services to enter into formal negotiations with Clitheroe Wolves Football Club regarding the scheme; and
2. request that a report on the agreement be brought to Committee for final consideration.

176 BERRY LANE MEDICAL CENTRE, LONGRIDGE

The Director of Community Services submitted a report providing Committee with details of a proposal received from Berry Lane Medical Centre, Longridge to buy a piece of Council land to enable the centre to be expanded.

The main part of the recreation ground land was originally purchased by Longridge Urban District Council in 1926 and subsequently became part of Ribble Valley Borough Council when it was created in 1974. Other parts of the land were subject to a land swap between Longridge Urban District Council and Longridge Co-op in 1973.

The development which the medical centre would like to build subject to land acquisition and planning approval would require part of the Kestor Lane play area; the centre adjoins the play area on one side. The current play area although large in physical area has a limited amount of play equipment that was in need of some improvement. The proposal from the medical centre would not impinge on the recreational use of the field although it would reduce the physical size of the play area. The District Valuation Office had been asked to provide an indication of value for the land being sought.

Members considered the request of the medical centre and discussed the effects this would have on the play area and the views of Longridge residents.

RESOLVED: That Committee inform Policy and Finance Committee that this Committee is not opposed to a sale of this land for a fee of up to £150,000 if the proceeds can be used to significantly improve the remainder of the play area.

177 OPEN SPACE AUDIT

The Director of Community Services submitted a report presenting the most recent information on the Council's open spaces and asked Committee to recommend acceptance of the current position as expressed in the audit attached to the report. This information is used where new housing developments are proposed and the Council seeks to ensure that recreational

provision is accounted for in the vicinity through applying a formula which seeks to get the developer to pay contribution to the development of new activities. The audit of pitches is a useful tool in approaching this through planning obligations and other negotiations.

Members requested that when this audit was updated, that an approach be made to each Parish Council for information about facilities in their areas.

RESOLVED: That Committee endorse the pitch audits and assessments as attached to the report.

## 178 GENERAL PARKING REPORT

The Director of Community Services submitted a report looking at current issues affecting parking in the borough. The report outlined the intention to upgrade the payments systems so that the machines will be able to accept chip and pin payments. A capital scheme value had been allocated in the 2017/18 budget to fund the upgrade of machines and a quote had been obtained from the contractor with whom the Council has an existing maintenance agreement for three new machines. It was intended to replace one machine at each of the car parks at Edisford Road, Lowergate and Railway View, Clitheroe.

The report also outlined a request made from James' Places with regard to parking enforcement on their car park. In order to comply with the Road Traffic Regulation Act 1984 and to enable enforcement on the car park to be undertaken legally the Council would need to create a new parking order for the car park. For this to be possible the Council would have to lease the car park from James' Places.

The Council's Car Park Working Group had discussed the issue and resolved that any agreement with Holmes Mill should be done under the policies and principles that the Council currently applies. Further dialogue would take place with James' Places regarding this issue.

To support the retail sector and the local economy the Council had previously offered free parking in its town centre car parks on Saturdays in December for both Clitheroe and Longridge. It was proposed that this year the Council would offer free parking on the following Saturdays:

- 2 December;
- 9 December;
- 16 December; and
- 23 December.

RESOLVED: That Committee

1. approve the purchase of three new pay and display machines for Edisford Road, Lowergate and Railway View car parks in Clitheroe at a cost of £16,340 and that Policy and Finance Committee be requested to approve an increase to the capital programme of £1,790 to be financed by a

contribution from the revenue budget from excess car parking income above budget or from an alternative revenue budget if this does not materialise at the year-end;

2. note the information relating to car park arrangements at Holmes Mill; and
3. approve the offer of free parking on town centre car parks in Clitheroe and Longridge on the four Saturday's leading up to Christmas ie 2, 9, 16 and 23 December.

179 CAPITAL MONITORING 2017/18

The Director of Resources submitted a report providing Members with information on the progress of the approved Community Committee 2017/18 Capital Programme for the period to the end of July 2017. The report gave a summary of the Community Committee Capital Programme budget expenditure to date and variances and included the full Capital Programme by scheme with details, financial information and budget holders' comments. At the end of July 2017, 62.1% of the annual capital programme for this Committee had been spent or committed. The Head of Financial Services referred to additional approvals that were required relating to the increased £1,790 budget required for the off-street car parks upgrade of payment system scheme and an increased £1,450 budget required for the replacement mower Kubota (PN09SW0) scheme.

RESOLVED: That Committee recommend approval of the following additional capital budgets to Policy and Finance Committee:

- £1,790 for the off-street car parks – upgrade to payment system scheme as funded by a contribution to capital resources from 2017/18 excess car parks income above budget or from an alternative revenue budget if this does not materialise at year-end;
- £1,450 for the replacement mowers (Kubota (PN09SW0) scheme) as funded by a contribution to capital resources from the 2017/18 grounds maintenance purchase of equipment and materials revenue budget.

180 REVENUE OUTTURN 2016/17

The Director of Resources submitted a report for Committee's information on the outturn for the 2016/17 financial year in respect of the Revenue Budget for this Committee. The report showed the overall spend of this Committee shown by cost centre as a comparison with the revised estimate along with the main variations.

There had been a considerable number of variations in both income and expenditure during the year and this had given rise to an overall overspending of £105,492 on the net cost of services after transfers to and from earmarked reserves, the overall underspend is £129,108.

RESOLVED: That the report be noted.

181 REVENUE MONITORING 2017/18

The Director of Resources submitted a report updating Members on the position for the period April to July 2017 of this year's Revenue Budget as far as this Committee was concerned. The report outlined by cost centre a comparison between actual expenditure and the original estimate for the period to the end of July and highlighted the variations along with the budget holders' comments and agreed action plans.

RESOLVED: That the report be noted.

182 2016/2017 YEAR END PERFORMANCE INFORMATION

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

RESOLVED: That the report be noted.

183 CLITHEROE FOOD FESTIVAL 2017

The Director of Community Services submitted a report providing an update on this year's event, along with the initial outturn for income and expenditure. It outlined the Council's involvement in the 2017 Food Festival, along with a review and the latest outturn forecast for the Food Festival.

Although the Food Festival had again been a successful event in attendances of both visitors and exhibitors it had operated at a financial loss which was largely due to the lower level of sponsorship attracted by Clitheroe Food Festival of Food Ltd and some necessary additional costs around security and crowd safety. The loss for this year could be supported by the use of the earmarked reserves set aside for this purpose.

RESOLVED: That the report be noted.

184 GENERAL REPORT OF THE DIRECTOR OF COMMUNITY SERVICES

The Director of Community Services submitted a report updating Committee on specific aspects in relation to Ribblesdale Pool, the Platform Gallery and Sports Development.

RESOLVED: That the report be noted.

185 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from Representatives on Outside Bodies.

The meeting closed at 7.55pm.

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