

Minutes of Policy & Finance Sub-Committee

Meeting Date: Monday, 23 and Tuesday, 24 April 2018, starting at 9.30am

Present: Councillor K Hind (Chairman)

Councillors:

S Atkinson

A Brown

S Knox

In attendance: Chief Executive, Head of HR.

769 APOLOGIES

There were no apologies for absence from the meeting.

770 PUBLIC PARTICIPATION

There was no public participation.

771 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

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

772 EXCLUSION OF PRESS AND PUBLIC

That by virtue of the following items 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.

773 APPOINTMENT TO THE POST OF DIRECTOR OF ECONOMIC DEVELOPMENT AND PLANNING

The appointment panel interviewed candidates over both days and made a decision to appoint at the end of the interviews. The Head of HR was asked to offer the position in writing to the successful candidate.

RESOLVED: That the formal offer be made for the position of Director of Economic Development and Planning.

The meeting closed at 4.15pm.

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

Minutes of Meeting of the Council

Meeting Date: Tuesday, 24 April 2018, starting at 6.30pm
Present: Councillor S Carefoot (Chairman)

Councillors:

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

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

774 PRAYERS

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

775 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillors R Bennett, I Brown, R J Elms, J Holgate, I Sayers, D T Smith and Director of Resources.

776 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

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

777 PUBLIC PARTICIPATION

There was no public participation.

778 COUNCIL MINUTES

The minutes of the meeting held on 6 March 2018 were approved as a correct record and signed by the Chairman.

779 MAYORAL COMMUNICATIONS

The Deputy Mayor reported on events he had attended since the last meeting. These had included a commemoration of the Battle of Manchester, the Mayor of Lancaster's Tour, prize giving events and events for St George's Day.

780 LONG SERVICE AWARD

The Deputy Mayor made a presentation to Alison Carins – part-time Clerical Assistant in the Finance Section who had achieved 25 years' service with the Council. The Deputy Mayor thanked Alison for her loyalty and commitment to the Council and for her dedicated work over the years.

781 LEADER'S SPEECH

The Leader reported that the Appointment Sub-Committee had interviewed for the post of Director of Economic Development and Planning and were in a position to make an appointment. He reminded Councillors that the first key task for the new Director would be to join together the Development Control, Forward Planning, Housing and Economic Development Sections into a new Directorate and the creation of an Economic Development Strategy.

The Leader reported that in response to one of the recommendations of the Peer Challenge, officers and Councillors had recently met for an "Away Day" to build understanding and co-operation on a wide range of policies involving the Council. Matters discussed included the governance of the Council, staff and Councillor relations, planning, economic development and transport.

Next the Leader reported that the Council would be responding to the Government's consultation exercise in relation to the reform of Planning Regulations as outlined in the proposals for a National Planning Policy Framework (NPPF).

Moving on to other matters, the Leader reported that the Lancashire Leaders had recently met and had agreed to write to Lancashire County Council to press for full payment of recycling credits following the recent findings of an inspection in relation to financial arrangements at Northamptonshire County Council.

Next the Leader gave an update on the Clitheroe Market development. He confirmed that a final outline design had been received which the Market Working Group had considered. Their views would be submitted to the next meeting of Policy and Finance Committee.

Finally the Leader was pleased to announce that the new Economic Development website would be going live in late May/early June.

782 LEADER'S QUESTION TIME

The Leader of the Opposition, Councillor A Knox, asked if the Leader could provide comparative figures for expenditure on Public Health in Ribble Valley from when the NHS had been in charge of Public Health funding to now when Lancashire County Council were in charge of Public Health funding.

The Leader thanked Councillor Knox for his question and confirmed that as far as could be ascertained there was no spending information available that would show Public Health expenditure in the Ribble Valley under the previous regime, or since the responsibility of Public Health had been transferred to Lancashire County Council. He confirmed that the Council had asked the County Council if they could provide a comparison and awaited a response.

Next Councillor Knox asked if the Council had responded to the Local Government Association's (LGA) call for information on Brexit. The Leader confirmed that the Council has responded to the LGA regarding Brexit and had asked that the Government be lobbied to ensure that any grant funding previously originating from the EU was replaced by grants from Central Government.

The Council had also asked that if there were any changes in legislation or regulations that would have an impact on Local Government, that Councils be consulted and their views taken into account before any changes were made.

Finally Councillor Knox asked what measures or reporting methods were in place to evaluate the effectiveness of Public Space Protection Orders which had been implemented last year. The Leader confirmed that the Environmental Health team had introduced the new audit in October 2017 with a 1 month grace period. Dog Wardens had since been exercising their discretion at the early stages and were working to change dog owner behaviour. He confirmed that a report would go to the next meeting of Health and Housing Committee to update Members on the implementation of the Public Space Protection Orders.

783 COMMITTEE MINUTES

(i) Planning and Development Committee – 8 March 2018

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

(ii) Community Services Committee – 13 March 2018

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

(iii) Personnel Committee – 14 March 2018

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

(iv) Health and Housing Committee – 15 March 2018

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

(v) Policy and Finance Committee – 20 March 2018

RESOLVED: That the minutes of the above meeting be received with the exception of Minute Numbers 692, 694 and 697.

MINUTE 692 – TREASURY MANAGEMENT STRATEGY 2018/19

RESOLVED: That the Treasury Management Policies and Procedures for 2018/19 be approved.

MINUTE 694 – MEDIUM TERM FINANCIAL STRATEGY 2018/2019 – 2021/2022

RESOLVED: That the Medium Term Financial Strategy for 2018/19 – 2021/22 be approved.

MINUTE 697 – ANNUAL REVIEW OF STANDING ORDERS

RESOLVED: That the amended Standing Orders for 2018/19 be approved.

(vi) Parish Council Liaison Committee – 28 March 2018

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

(vii) Economic Development Committee – 5 April 2018

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

(viii) Policy and Finance Sub-Committee – 10 April 2018

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

(ix) Licensing Committee – 10 April 2018

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

(x) Accounts and Audit Committee – 11 April 2018

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

(xi) Planning and Development Committee – 12 April 2018

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

The meeting closed at 7.15pm.

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

Minutes of Meeting of the Annual Council

Meeting Date: Tuesday, 8 May 2018 starting at 6pm
Present: R Bennett (Chairman)

Councillors:

P Ainsworth	S Hind
J E Alcock	S A Hirst
S Atkinson	S Hore
S Bibby	A M Knox
A Brown	S Knox
I Brown	G Mirfin
S Brunskill	M Robinson
S Carefoot	J Rogerson
P Dobson	G Scott
P Dowson	R E Sherras
R Elms	D T Smith
M Fenton	R Swarbrick
L Graves	D Taylor
B Hilton	N Walsh (6.10pm)
K Hind	J White

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

1 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillors P Elms, M French, G Geldard, R Hargreaves, T Hill, J Holgate, I Sayers, R Thompson and R Newmark.

2 ELECTION OF MAYOR

The Mayor invited nominations for the Office of Mayor for the municipal year 2018/2019. Councillor Stuart Hirst proposed and Councillor David Smith seconded the motion that Councillor Stuart Carefoot be elected to the Office of Mayor for the municipal year 2018/2019.

RESOLVED: That Councillor Stuart Carefoot be elected to the Office of Mayor for the municipal year 2018/2019.

Councillor Richard Bennett invested Councillor Stuart Carefoot as Mayor with the ceremonial chain of office. Councillor Richard Bennett then invested Sarah Rainford as Mayoress.

The Mayor (Councillor Stuart Carefoot) then took the chair and signed the Declaration of Acceptance of Office. The Mayor (Councillor Stuart Carefoot) presented Councillor Richard Bennett and Marilyn Davies with badges to commemorate their successful term of office as Mayor and Mayoress. He spoke in appreciation of their excellent service during their year of office to the local community. The Mayor (Councillor S Carefoot) then made a speech accepting the Office of Mayor

3 ELECTION OF DEPUTY MAYOR

The Mayor invited nominations for the Office of Deputy Mayor for the municipal year 2018/2019. Councillor Ken Hind proposed and Councillor Bridget Hilton seconded the motion that Councillor Stella Brunskill be elected to the Office of Deputy Mayor for the municipal year 2018/2019.

RESOLVED: That Councillor Stella Brunskill be elected to the Office of Deputy Mayor for the municipal year 2018/2019.

Councillor Stella Brunskill was invested as Deputy Mayor by the Mayor with the ceremonial chain of office. Michael Brunskill was invested as Consort by the Mayor. The Deputy Mayor then made a short acceptance speech.

4 COMMITTEE ARRANGEMENTS 2018/2019

The Leader, Councillor Ken Hind, proposed the recommendations outlined in the report regarding Committee arrangements for the municipal year 2018/2019 and related to the:

- number of Committees and their terms of reference;
- call in procedure;
- timetable of meetings;
- number of seats of each Committee;
- allocation of seats to Councillor Fenton;
- representation of Parish Councils' Liaison Committee;
- appointment of an Emergency Committee;
- approval of the updated documents in the Council's Constitution; and
- Members of Committees as shown on Appendix 1 attached.

The proposal was seconded by Councillor Stephen Atkinson.

RESOLVED: That the Committee arrangements for 2018/2019 as set out in section 4 of the report of the Chief Executive be approved.

5 APPOINTMENT OF CHAIRMAN AND VICE CHAIRMAN 2018/2019

Councillor Ken Hind proposed and Councillor Stephen Atkinson seconded that the appointment of Chairman and Vice Chairman of the Committees of the Council for the municipal year 2018/2019 be as follows:

Committee	Chairman	Vice Chairman
Community Services	S Hore	R Newmark
Planning & Development	A Brown	R Sherras
Health & Housing	B Hilton	S Brunskill
Personnel	R Elms	I Brown
Policy & Finance	K Hind	S Atkinson
Licensing	J Alcock	N Walsh
Accounts & Audit	S Hirst	G Mirfin
Economic Development	R Swarbrick	J Rogerson

RESOLVED: That the Chairman and Vice Chairman be as set out in the list circulated at the meeting.

6 APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES 2018/2019

Councillor Ken Hind proposed and Councillor Stephen Atkinson seconded that the Representatives on Outside Bodies be as set out in the list circulated at the meeting.

RESOLVED: That the Representatives on Outside Bodies be as set out in the list circulated at the meeting – see Appendix 2 to these minutes.

The meeting closed at 6.30pm.

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

Appendix 1

RIBBLE VALLEY BOROUGH COUNCIL Committee Membership List 2018/2019

CONSERVATIVE		LIBERAL DEMOCRAT	LABOUR
COMMUNITY SERVICES COMMITTEE (15)			
	(13 Seats)		(2 Seats)
Chairman:	S Hore		M Robinson
Vice Chairman:	R Newmark		S Knox
	J Alcock		
	A Brown		
	R Hargreaves		
	T Hill		
	S Hind		
	S Hirst		
	J Holgate		
	I Sayers		
	G Scott		
	N Walsh		
	J White		
PLANNING & DEVELOPMENT COMMITTEE (15)			
	(13 Seats)		(2 Seats)
Chairman:	A Brown		M French
Vice Chairman:	R Sherras		S Knox
	N Walsh		
	G Geldard		
	I Brown		
	P Dowson		
	S Hind		
	S Brunskill		
	J Rogerson		
	S Atkinson		
	R Swarbrick		
	D Taylor		
	R Bennett		

CONSERVATIVE			LIBERAL DEMOCRAT	LABOUR
HEALTH & HOUSING COMMITTEE (15)				
	(13 Seats)		(1 Seat)	(1 Seat)
Chairman:	B Hilton		M Robinson	M Fenton
Vice Chairman:	S Brunskill			
	J White			
	R Thompson			
	P Dobson			
	P Elms			
	R Elms			
	L Graves			
	R Hargreaves			
	K Hind			
	R Newmark			
	R Sherras			
	S Bibby			
PERSONNEL COMMITTEE (9)				
	(8 Seats)		(1 Seat)	
Chairman:	R Elms		A Knox	
Vice Chairman:	I Brown			
	P Dobson			
	D Smith			
	P Ainsworth			
	J White			
	S Hore			
	D Taylor			
LICENSING COMMITTEE (15)				
	(13 Seats)		(1 Seat)	(1 Seat)
Chairman:	J Alcock		A Knox	M Fenton
Vice-Chairman:	N Walsh			
	G Geldard			
	A Brown			
	P Elms			
	R Hargreaves			
	K Hind			
	S Hind			
	L Graves			
	G Scott			
	S Hore			
	G Mirfin			
	S Brunskill			

CONSERVATIVE			LIBERAL DEMOCRAT	LABOUR
POLICY & FINANCE COMMITTEE (15)				
	(13 Seats)		(2 Seats)	
Chairman:	K Hind		A Knox	
Vice Chairman:	S Atkinson		M French	
	T Hill			
	A Brown			
	J Alcock			
	R Swarbrick			
	S Bibby			
	R Bennett			
	G Mirfin			
	J Rogerson			
	I Sayers			
	D Smith			
	S Hirst			
ACCOUNTS AND AUDIT (11)				
	(10 Seats)		(1 Seat)	
Chairman:	S Hirst		A Knox	
Vice Chairman:	G Mirfin			
	R Newmark			
	L Graves			
	P Dowson			
	B Hilton			
	P Ainsworth			
	R Sherras			
	R Thompson			
	J Alcock			
ECONOMIC DEVELOPMENT COMMITTEE (15)				
	(13 seats)		(1 seat)	(1 seat)
Chairman:	R Swarbrick		M French	M Fenton
Vice Chairman:	J Rogerson			
	S Bibby			
	K Hind			
	P Elms			
	S Atkinson			
	P Dowson			
	I Sayers			
	R Elms			
	I Brown			
	S Hirst			
	R Thompson			
	J Holgate			

CONSERVATIVE			LIBERAL DEMOCRAT	LABOUR
PARISH COUNCILS' LIAISON COMMITTEE (11 + 2)				
	P Ainsworth		S Knox	
	P Dobson		M Robinson	
	P Dowson			
	L Graves			
	B Hilton			
	R Swarbrick			
	G Scott			
	R Sherras			
	D Smith			
	D Taylor			
	J Holgate			

RIBBLE VALLEY BOROUGH COUNCIL ANNUAL COUNCIL MEETING

Agenda Item No. 6

meeting date: TUESDAY 8 MAY 2018
 title: REPRESENTATIVES ON OUTSIDE BODIES 2018/2019
 submitted by:
 principal author: CONSERVATIVE GROUP NOMINATIONS

ORGANISATION	NUMBER OF VACANCIES	NOMINATIONS	PARENT COMMITTEE	NO. OF REPORTS
Children's Trust	1	Stella Brunskill	Community Services	1
Lancashire Tourism Forum	1	Joyce Holgate	Community Services	1
Lancashire Waste Partnership	1	Ian Sayers	Community Services	1
Langho Football Club	1	Alison Brown	Community Services	1
Longridge Social Enterprise Company Limited	1	Rupert Swarbrick	Community Services	1
Ribble Valley Sports & Recreation (Roefield Leisure Centre)	2	Stuart Hirst Sue Hind Noel Walsh	Community Services	1
Salesbury and Copster Green Commons Management Committee	3	Peter Ainsworth Susan Bibby Stuart Hirst	Community Services	1
Carer's Link	1	Susan Bibby	Health & Housing	1

ORGANISATION	NUMBER OF VACANCIES	NOMINATIONS	PARENT COMMITTEE	NO. OF REPORTS
Calderstones NHS Partnership	1	Bridget Hilton	Health & Housing	1
Environment Agency Liaison Committee	2	Richard Sherras Ian Sayers	Health & Housing	1
Hanson Cement Liaison Committee	5	Richard Sherras Ruth Hargreaves Ian Sayers Ian Brown Allan Knox	Health & Housing	2
Health & Wellbeing Board (LCC)	1	Bridget Hilton	Health & Housing	6
LCC Health Scrutiny Committee	1	Bridget Hilton	Health & Housing	1
NW Regional Older Peoples Champion Network	1	Susan Bibby	Health & Housing	1
Pendle Club, Clitheroe	2	Sue Hind Ian Brown	Health & Housing	1
Tarmac Liaison Committee	4	Paul Elms Ian Sayers Ian Brown Allan Knox	Health & Housing	2
NW Employer's Organisation	1 + 1 substitute	Stephen Atkinson Rosie Elms	Personnel	2
Forest of Bowland (Area of Outstanding Natural Beauty) Advisory Committee	1	Rosemary Elms	Planning & Development	1
Rural Services Network	1	Richard Sherras	Planning & Development	1

ORGANISATION	NUMBER OF VACANCIES	NOMINATIONS	PARENT COMMITTEE	NO. OF REPORTS
Armed Forces Champion	1	Jim White	Policy & Finance	1
Clitheroe Royal Grammar School Foundation Trust	1	Stephen Atkinson	Policy & Finance	1
Citizen's Advice Bureau	3	Graham Geldard Mary Robinson	Policy & Finance	1
Hyndburn and Ribble Valley Council for Voluntary Services	1	Richard Newmark	Policy & Finance	1
LGA General Assembly	2	Ken Hind Allan Knox	Policy & Finance	1
Police & Crime Panel	2	Terry Hill Ken Hind	Policy & Finance	2
Ribble Valley Community Safety Partnership	1	Robert Thompson	Policy & Finance	1
Ribble Valley Community Transport	1	Ian Sayers	Policy & Finance	1
Whalley Educational Foundation Trust	1	Joyce Holgate	Policy & Finance	1

MAY 2018

Minutes of Community Services Committee

Meeting Date: Tuesday, 22 May 2018 starting at 6.30pm
Present: Councillor S Hore (Chairman)

Councillors:

J E Alcock	R Newmark
A Brown	M Robinson
T Hill	I Sayers
S Hind	G Scott
S Hirst	N Walsh
J Holgate	J White
S Knox	

In attendance: Head of Cultural and Leisure Services, Head of Engineering Services, Senior Accountant.

Also in attendance: Councillor K Hind.

7 APOLOGIES

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

8 MINUTES

The minutes of the meeting held on 13 March 2018 were approved as a correct record and signed by the Chairman.

The Head of Cultural and Leisure Services gave a brief update on the Roefield Football project.

9 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

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

10 PUBLIC PARTICIPATION

There was no public participation.

11 APPOINTMENT OF WORKING GROUPS 2018/2019

A report of the Chief Executive was submitted asking Committee to confirm arrangements on memberships for the working groups under the remit of this Committee. These included the Grants Working Group, the Car Park Working Group, the Open Space Working Group, the Waste Management Working Group and the Clitheroe Food Festival Working Group. It was felt that as the Open Space Working Group had not met for more than 2 years now, that this be mothballed at the current time.

RESOLVED: That Committee approve the following working groups along with their membership.

- a) Grants Working Group
Councillors R Newmark, S Hirst, A Brown and M Robinson
- b) Car Park Working Group
Councillors S Hore, T Hill, R Newmark and A Knox
- c) Waste Management Working Group
Councillors S Hore, I Sayers, J Alcock and A Knox
- d) Clitheroe Food Festival Working Group
Councillor S Hore, K Hind, S Hind, I Brown and A Knox

12

KESTOR LANE, LONGRIDGE

The Director of Community Services submitted a report at the request of the Leader and past Chairman of this Committee setting out the advantages and disadvantages of entering into an agreement with Fields in Trust (FIT) for Kestor Lane recreation ground in Longridge. Councillor K Hind was given permission to speak on this item on behalf of the Longridge Councillors and urged the Committee to agree to approve an agreement with the FIT to ensure that the recreation ground remains protected and can be dedicated in November by the Mayor to the Fallen of World War I.

The Head of Cultural and Leisure Services outlined the background to this request in that following the application by the Berry Lane Medical Centre to purchase some of the play area for their extension that was turned down by the Council, it was felt that this recreation ground should be protected in the future. FIT is a non-accountable charitable body and their purpose is to protect playing fields where they are in danger of being sold off for development and no replacement or enhancement is provided. However, then the control of the land moves from the Council to a third party, although the freehold to the land is retained. Sport England is the statutory body who must be consulted if planning permission is sought for development on existing playing fields.

The proposal for Kestor Lane recreation ground to become a FIT site would require the Council to enter into a legal agreement which gives them an equitable interest in the land which then means that any future proposals for the land including enhancement for the purposes for which it is used, have to be approved by FIT even though the land is owned by the Council. The Council could however dedicate the land and/or rename it to commemorate the ending of World War I without entering into a FIT agreement.

Members discussed the ramifications of entering into a FIT agreement and felt that at this stage it was an unnecessary level of bureaucracy when the recreation ground could be dedicated without doing it, although it was agreed that it would give some level of reassurance to the people of Longridge.

RESOLVED: That

1. Committee agree to dedicate the Kestor Lane recreation ground in Longridge to the Fallen of World War I culminating in an event in November 2018;
2. Committee seek formal comment from Longridge Town Council regarding both the proposed dedication and any possible alternative agreement; and
3. a full report be submitted to this Committee outlining other legal alternatives for protecting the recreation ground, the pros and cons of entering into a FIT or other agreement and further details about the FIT agreement.

13 HENTHORN ROAD YOUTH SHELTER

The Director of Community Services submitted a report following up one which Members of this Committee considered in January 2018 where it recommended that further information be brought back in six months to Committee for a decision regarding the problems associated with the youth shelter on Henthorn Road and whether it should be removed.

Discussions had taken place with LCC who, over a period of months, had monitored use of the shelter. Although there is some youth work at the Zone in Clitheroe, this does not include outreach work at the shelter. The monitored use of the shelter by LCC showed no evidence of serious misbehaviour and Members felt that if this youth shelter was removed, then the problem of anti-social behaviour would move somewhere else and perhaps be nearer to the small children's play area at the top of Henthorn Park. It was suggested that the Clitheroe Town Council Lengthsman could do extra to help in the cleaning up of this shelter. It was also felt that should the shelter be removed, it would be a negative message to young people.

RESOLVED: That Committee agree to retain the shelter on Henthorn Road, Clitheroe.

14 FIRE PROTECTION WORKS – LONGRIDGE DEPOT

The Director of Community Services submitted a report informing Committee of the remedial works required after recent fire risk assessments at Longridge Depot and over 60's club. The significant works required are classed as statutory works and as such must be undertaken to ensure the safety of the general public and the Council's own employees. Responsibility for the Longridge Depot falls under this Committee and responsibility for the Longridge over 60's club falls under Policy and Finance Committee so a separate report would be prepared in respect of that property for their approval. The required works for the Longridge Depot totalled £8,180 and would need a supplementary estimate approving from Policy and Finance Committee.

RESOLVED: That Committee recommend to Policy and Finance Committee approval of a supplementary estimate of £8,180 for the fire protection works at Longridge Depot.

15 EDISFORD RIVERBANK

The Director of Community Services submitted a report providing information on the control of both parking and open fires at Edisford Riverbank. The riverbank area is very popular with residents and visitors to the area, especially in good weather. The area is a large open space with a children's' play area, miniature railway, public toilets, ice-cream concession, benches and picnic tables.

During peak periods it becomes full leading to people parking along the road and although vehicle access to the riverbank itself is restricted to authorised vehicles and blue badge holders, whenever the gate is left open, other people drive down on to the riverbank area. Open fires in the form of BBQs have become popular with the sale of disposable units allowing people to take them to the riverbank area. These are placed directly on the grass or occasionally on to the park furniture which becomes a fire hazard.

Although it was felt that the control of vehicle access would be better achieved through installing an automatic barrier, there was currently no provision in the revenue budget for this project. Continuing to use the padlocked gate with a new parking order for the whole area including the grass would give authority to fine people for parking on the grassed area. This was a 12 week process and therefore larger signage to warn people about unauthorised parking would help in the short term.

The control of open fires was more problematical although the Council could erect signs to prohibit their use which would require a bye-law to have the force of law behind it and subsequent enforcement action.

RESOLVED: That Committee agree

1. to the designation of the grassed area by the riverbank at Edisford as restricted with no parking allowed; and
2. to the installation of signs asking people not to use BBQs or open fires at Edisford riverbank.

16 CAPITAL OUTTURN 2017/2018

The Director of Resources submitted a report reviewing the final outturn of the 2017/2018 capital programme for this Committee and to seek approval for the slippage of some capital scheme budgets from the 2017/2018 financial year to the 2018/2019 financial year. 6 of the 11 capital programme schemes approved were completed in year and there were no overspends against the revised revenue budgets set for those schemes. However, 5 schemes were not completed in 2017/2018 and would require approval to slip into 2018/2019.

The Head of Cultural and Leisure Services informed Committee about a replacement vehicle swap that was also required but this would be subject of a report to Policy and Finance Committee for their approval.

RESOLVED: That Committee approve the request for slippage of £93,320 into the 2018/2019 financial year for the 5 schemes:

- Play area improvements - £12,939
- Off-street car parks update of payment systems £16,340
- Castle Museum refurbishment of windows £36,000
- Replacement pick-up vehicles - £21,589
- Ribblesdale Pool improvement works - £6,449

17 REPRESENTATIVES ON OUTSIDE BODIES 2018/2019

The Chief Executive submitted a report informing Members of the Outside Bodies that are under the remit of the Community Services Committee and their councillor representation. It was noted that the Lancashire Tourism Forum was no longer in existence and that Roefield's Articles of Association currently only allow for 2 Ribble Valley Borough Council representatives.

RESOLVED: That the report be noted.

18 UPDATE ON CLITHEROE FOOD FESTIVAL 2018

The Director of Community Services submitted a report providing Committee with an update on progress for the planning of the Clitheroe Food Festival for 2018. The report outlined the number of stallholders who have signed up along with the sponsorship deals that had been obtained. The notes of the Food Festival Working Group from 28 February and 20 April 2018 were included for Committee's information.

RESOLVED: That the report be noted.

19 COMMUNITY TOILET SCHEME REVIEW

The Director of Community Services submitted a report looking at current issues affecting the Ribble Valley Community Toilet Scheme. The scheme had been a success over the last 7 years so it was proposed that the scheme continues and operates in the same manner as it currently does with no specific changes. Some of the premises had requested new stickers to display in their windows. It was proposed to review the scheme again in 3 years' time.

20 PURCHASE OF SECOND HAND VEHICLE - EXEMPTION TO CONTRACT PROCEDURE RULES

The Director of Community Services submitted a report informing Committee of an approval to make an exemption to contract procedure rules in order to be able to purchase a second hand refuse collection vehicle. Normally when a new vehicle is being purchased, contract procedure rules dictate that a procurement

exercise is entered into resulting in a number of tenders being submitted. When purchasing second hand there would only normally be one supplier that would have a suitable vehicle so the normal procedure could not be followed. The application for an exemption to contract procedure rules had been approved by the Director of Resources and the Head of Legal and Democratic Services as standing orders dictate.

An order had been placed for a 2011 Dennis Elite 2 6 x 2 rear steer narrow chassis with OL16N body open back from Dennis Eagle Manchester.

RESOLVED: That the report be noted.

21 GENERAL REPORT OF DIRECTOR OF COMMUNITY SERVICES

The Director of Community Services submitted a report updating Members on the sale of Peel Street car park, the increasing incidents of fly-tipping and the developing Artwalk in Clitheroe.

RESOLVED: That the report be noted.

22 EXCLUSION OF PRESS AND PUBLIC

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

23 SWIMMING LESSONS AT RIBBLESDALE POOL

The Director of Community Services submitted a report informing Members of the difficulties being encountered in the recruitment of swimming teachers at Ribblesdale Pool and to provide an update on the latest recruitment approach being taken. Approval was sought from Members on the new provision of parent and child swimming lessons through an income share agreement with a third party provider.

RESOLVED: That Committee agree to parent and child swimming lessons being provided potentially through an income share agreement with an external provider subject to following contract procedure rules.

The meeting closed at 7.43pm.

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

Minutes of Planning and Development Committee

Meeting Date: Thursday, 24 May 2018 starting at 6.30pm
Present: Councillor A Brown (Chairman)

Councillors:

R Bennett	J Rogerson
I Brown	R Sherras
S Brunskill	R Swarbrick
P Dowson	D Taylor
G Geldard	N Walsh
S Hind	

In attendance: Head of Planning Services, Solicitor and Assistant Planning Officer.

Also in attendance: Councillor R Thompson.

24 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillors S Atkinson, M French and S Knox.

25 MINUTES

The minutes of the meeting held on 12 April 2018 were approved as a correct record and signed by the Chairman.

Councillor S Hind asked for an update on Minute 766 regarding the Community Infrastructure Levy. The Head of Planning Services reported that at this moment a timescale was unknown but Committee would be kept informed.

26 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

Councillor G Geldard declared an interest in planning application 3/2018/0260 and Councillor Rogerson declared an interest in planning application 3/2017/1100.

27 PUBLIC PARTICIPATION

There was no public participation.

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

1. APPLICATION REF: 3/2018/0050
GRID REF: SD 371178 439902

DEVELOPMENT DESCRIPTION:

PROPOSED CHANGE OF USE OF AGRICULTURAL LAND AND DEVELOPMENT OF TEN HOLIDAY CHALETs AT LAND ADJACENT TO THE BEECHES, CLITHEROE ROAD, GREAT MITTON, BB7 9PH

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

Time

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

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

Plan related

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:

Coc/820/2326/01B (amended plan received 09/04/18)
Coc/820/2326/02

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

Materials

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

REASON: In order that the Local Planning Authority may ensure that the materials to be used are appropriate to the locality in accordance with Key Statement EN2, and Policies DMG1 and DMH3 of the Ribble Valley Core Strategy.

4. Notwithstanding any description of materials in the application and the requirements of condition 2 of this permission, samples or full details of the specification of all glazing to be used on the external surfaces of the chalets hereby approved shall have been submitted to and approved in writing by the Local Planning Authority prior to their use on site. The development shall thereafter be implemented in accordance with the duly approved materials.

REASON: In order that the Local Planning Authority may ensure that the glazing to be used is appropriate to the locality in accordance with Key Statement EN2, and Policies DMG1 and DMH3 of the Ribble Valley Core Strategy.

Drainage

5. Notwithstanding the requirements of condition 2 of this permission, prior to the commencement of any development, full details of the foul and surface water drainage schemes, shall be submitted to and approved in writing by the Local Planning Authority. The chalets hereby approved shall not be brought into use until the approved foul and surface drainage scheme has been completed in accordance with the approved details. The development shall be completed, maintained and managed in accordance with the approved details.

REASON: To ensure satisfactory means of foul and surface water drainage in accordance with Policies DMG1 and DME6 of the Ribble Valley Core Strategy.

Landscaping/Ecology

6. Notwithstanding the details shown on the approved plans and the requirements of condition 2 of this permission, within three months of development first taking place a landscaping scheme for the site (including elements of both 'hard' and 'soft' landscaping) shall be submitted to and approved in writing by the Local Planning Authority. Such a scheme shall include details of the proposed surface treatment of all hard surfaced areas and the type, species, siting, planting distances and programme of planting of any trees, hedges and shrubs. The duly approved landscaping scheme shall be carried out within 12 months of any chalet first being brought into use and the areas which are landscaped shall be retained as landscaped areas thereafter. Any trees, hedges or shrubs removed, dying, being severely damaged or becoming seriously diseased within three years of planting shall be replaced by trees or shrubs of similar size and species to those originally required to be planted.

REASON: In order to achieve a satisfactory level of landscaping and provision of adequate off-road parking facilities for the dwellinghouse in the interests of visual amenity and highway safety in accordance with the requirements of Policy DMG1 of the Ribble Valley Core Strategy.

7. Unless otherwise agreed in writing with the Local Planning Authority, the trees and hedges shall be retained on site as shown on drawing number Coc/820/2326/01B, and no development shall take place until all the existing trees and hedging within, or directly adjacent to, the site, have been enclosed with temporary protective fencing in accordance with BS 5837: 2012 Trees in relation to design, demolition and construction – Recommendations. The fencing shall be retained during the period of construction and no work, excavation, tipping, or stacking/storage of materials shall take place within such protective fencing during the construction period.

REASON: To protect trees of landscape and visual amenity value on or adjacent to the site or those likely to be affected by the proposed development in accordance with Key Statement DME2 and Policies DMG1 and DME1 of the Ribble Valley Core Strategy.

8. Prior to any works being carried out within the root protection area of any retained tree an arboricultural method statement shall have first been submitted for the written approval of the Local Planning Authority, and all works within the root protection area shall be carried out in strict accordance with approved arboricultural method statement.

REASON: To protect trees of landscape and visual amenity value on or adjacent to the site or those likely to be affected by the proposed development in accordance with Key Statement DME2 and Policies DMG1 and DME1 of the Ribble Valley Core Strategy.

9. No clearance of any vegetation in preparation for or during the course of development shall take place during the bird breeding season (March - August inclusive) unless an ecological survey has first been submitted to and approved in writing by the Local Planning Authority which demonstrates that the vegetation to be cleared is not utilised for bird nesting. Should the survey reveal the presence of any nesting species, then no clearance of any vegetation shall take place during the bird breeding season until a methodology for protecting nest sites during the course of the development has been submitted to and approved in writing by the Local Planning Authority. Nest site protection shall thereafter be provided in accordance with the duly approved methodology.

REASON: In order to prevent any habitat disturbance to nesting birds in accordance with the requirements of Ribble Valley Core Strategy Policy DME3 and the provisions of the Wildlife and Countryside Act 1981 (as amended) and the National Planning Policy Framework.

10. Within three months of development first taking place on site, details of the provisions to be made for building dependent species of conservation concern, artificial bird nesting boxes / artificial bat roosting sites have been submitted to, and approved in writing by the Local Planning Authority.

For the avoidance of doubt the details shall identify the nature and type of the nesting boxes/artificial roosting sites and the location(s) or wall and roof elevations into which the above provisions shall be incorporated.

The artificial bird/bat boxes shall be installed and made available for use before the chalets hereby approved are first occupied and thereafter retained. The development shall be carried out in strict accordance with the approved details.

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

Amenity

11. The development hereby approved shall be carried out in complete accordance with the mitigation/recommendations/conclusions detailed within Sections 7 and 8 of the submitted Ecological Appraisal carried out by envirotech referenced 4379 – dated 29/11/17.

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.

12. Unless otherwise agreed in writing by the Local Planning Authority, no building or engineering operations within the site or deliveries to and from the site shall take place other than between 07:30 hours and 18:00 hours Monday to Friday and between 08:30 hours and 14:00 hours on Saturdays, and not at all on Sundays or Bank Holidays.

REASON: In order to protect the amenities of existing residents in accordance with Policy DMG1 of the Ribble Valley Core Strategy.

Lighting

13. No external lighting shall be installed on any chalet hereby approved, or elsewhere within the site, without the prior written approval of the Local Planning Authority. Details of any such lighting shall be submitted to and approved in writing by the Local Planning Authority prior to its installation. Only the duly approved lighting shall be installed on the buildings hereby approved.

REASON: In order to ensure a satisfactory appearance in the interests of visual amenity and to prevent nuisance arising in accordance with Policy DMG1 of the Ribble Valley Core Strategy.

Highways

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

REASON: To prevent stones and mud being carried onto the public highway to the detriment of road safety in accordance with Ribble Valley Core Strategy Policies DMG1 and DMG3.

15. No development shall take place, until a construction method statement has been submitted to and approved in writing by the local planning authority. The approved statement shall be adhered to throughout the construction period. It shall provide for:

The parking of vehicles of site operatives and visitors
The loading and unloading of plant and material
The storage of plant and materials used in constructing the development
The erection and maintenance of security hoarding
Details of working hours
Routes to be used by vehicles carrying all plant and materials to and from the site
Contact details for the site manager

REASON: To protect existing road users in the interest of highway safety in accordance with Ribble Valley Core Strategy Policies DMG1 and DMG3.

16. The car parking and manoeuvring areas shall be made available for use as shown on the approved plan before any of the chalets hereby permitted become operative and these areas shall be permanently maintained thereafter.

REASON: In the interests of highway safety and to comply with Policy DMG1 of the Ribble Valley Core Strategy.

Monitoring/Control

17. The chalets hereby approved shall not be let to or occupied by any one person or group of persons for a continuous period of longer than two months in any one calendar year and in any event shall not be used as a permanent accommodation. A register of all occupants of the accommodation hereby approved shall be maintained at all times and shall be made available for inspection by the Local Planning Authority on request. The register shall contain the name and address of the principal occupier together with the dates of occupation.

REASON: To ensure that the development remains compatible with the character of the area and the intensity and frequency of usage remains proportionate to the use hereby approved in accordance with Policies DMG1, EC1, DME2, DMB1 and DMB3 of the Ribble Valley Core Strategy.

18. Notwithstanding the provisions The Town and Country Planning (Use Classes) (Amendment) (England) Order 2015, or any equivalent Order following the revocation and re-enactment thereof (with or without modification), the chalets hereby approved shall only be used as holiday accommodation and for no other purpose, including any other purpose within Use Class C3.

REASON: For the avoidance of doubt, and to avoid an over-intensive use and to ensure that the development remains compatible with the character of the area and the intensity and frequency of usage remains proportionate to the use hereby approved in accordance with Policies DMG1, EC1, DME2, DMB1 and DMB3 of the Ribble Valley Core Strategy.

19. Unless otherwise agreed in writing with the Local Planning Authority, the use hereby permitted shall be carried out and managed in complete accordance with the details submitted within the Site Management Plan Ref: Coc/820/2326/CS.

REASON: In order to prevent nuisance arising in accordance with Policy DMG1 of the Ribble Valley Core Strategy.

20. The chalets hereby approved shall only operate as a business in association with the dwelling at The Beeches (Clitheroe Road, Great Mitton BB7 9PH), and shall not be sold off as a separate business. The owner/site manager of the pods hereby approved shall therefore always reside at the dwelling currently known as The Beeches (or any such alternative name that the property is known as in the future).

REASON: For the avoidance of doubt and to ensure that the chalets do not have a detrimental impact upon residential amenity and to ensure effective management of the site in accordance with Policy DMG1.

2. APPLICATION REF: 3/2018/0090
GRID REF: 372656 436829

DEVELOPMENT DESCRIPTION:

CHANGE OF USE OF DOMESTIC GARAGE TO DOG GROOMING STUDIO AT
1 MOOR EDGE, WHALLEY

The Head of Planning Services reported on another letter of objection that had been received and amendments to two of the conditions regarding the operating times on a Saturday and the number of dogs per day.

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

Time

1. The use hereby permitted shall discontinue and the garage be returned to its former use on or before 24th May 2019 unless in the meantime a further application has been submitted to and approved by the Local Planning Authority.

REASON: To allow the LPA to monitor the development - having regard to the particular circumstances and nature of the development to comply with DMG1 of the Ribble Valley Core Strategy.

Plan

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:

Site Location Plan drawing no 1
Block Plan drawing no 2
Floor Plan drawing no 3

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

Highways/Amenity

- 3 During hours of operation of the 2 car parking spaces as indicated on Site Plan Drawing no 2 shall be made available for use solely for customers of the use hereby approved.

REASON: to ensure that business does not impact on the present need for on street parking and to comply with Policy DMG1 of the Ribble Valley Core Strategy.

Amenity

- 4 There shall be no more than two dogs at any one time and no more than three dogs per day kept on the premises associated with the dog grooming use hereby approved and. no dogs shall be kept overnight associated with the use hereby approved.

REASON: In the interests of amenity having regard to the location of the site within a residential area, and to comply with policy DMG1 of the Ribble Valley Core Strategy

- 5 No business or functions associated with the use hereby approved shall being undertaken on site outside of the following hours.

09:00 – 18:00; Monday to Friday

09:00 – 13:00: Saturdays

The premises shall not be open at any time on Sundays/Bank or Public Holidays

REASON: To ensure the appropriate use of the site and to protect the amenities of the occupiers of properties in the locality and to comply with policy DMG1 of the Ribble Valley Core Strategy

- 6 All dogs on site associated with the dog grooming use hereby approved shall be kept inside the garage as indicated on drawing no 2 at all times apart from during access and egress to the garage. For the avoidance of doubt there shall be no external grooming of dogs within the curtilage of the property associated with the use hereby approved.

REASON: In the interests of amenity having regard to the location of the site within a residential area, and to comply with policy DMG1 of the Ribble Valley Core Strategy.

7. The use hereby permitted shall ensure for the personal benefit of Ms Kelly Murphy only.

REASON: For the avoidance of doubt and to safeguard residential and highway amenity and to comply with Policy DMG1 of the Ribble Valley Core Strategy.

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

3. APPLICATION REF: 3/2018/0093
GRID REF: SD 374294 441911

DEVELOPMENT DESCRIPTION:

LOWER EXISTING SHOP FRONT WINDOW SILLS AND EXISTING FLOOR LEVEL TO PROVIDE A NEW LEVEL ACCESS DOOR TO THE EXISTING LADY CLITHEROE SHOP. CONVERSION OF EXISTING FIRST FLOOR OFFICE INTO ONE NEW RESIDENTIAL APARTMENT. DEMOLITION OF EXISTING

SINGLE-STOREY EXTENSION TO THE LADY CLITHEROE SHOP AND REPLACEMENT WITH NEW THREE-STOREY EXTENSION TO INCLUDE ONE RETAIL UNIT AND TWO FURTHER APARTMENTS. 1A NEW MARKET STREET CLITHEROE BB7 2JW

APPROVED subject to the following conditions:

Time

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 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.

Plan related

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 Floor Plans and Elevations 5472-P01 Rev: B

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

Materials

3. Precise specifications or samples of all external surfaces, including surfacing materials including details of the glazing, windows/door framing and details of the proposed shopfront(s) 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 detailed design of the proposal is appropriate to the locality and to protect the character and appearance of the defined Conservation Area in accordance with Key Statement EN5 and Policies DMG1 and DME4 of the Ribble Valley Core Strategy.

Detailing

4. Notwithstanding the submitted details, prior to the commencement of the development section details at a scale of not less than 1:20 of each elevation of the buildings/alterations hereby approved 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 including details of all shutters and balustrades/balconies. 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 and to protect the character and appearance of the defined Conservation Area in accordance with Key Statement EN5 and Policies DMG1 and DME4 of the Ribble Valley Core Strategy.

Highways

5. Notwithstanding the submitted details, precise details of proposed refuse storage and cycle storage provision shall have been submitted to and approved by the Local Planning Authority prior to commencement of development. For the avoidance of doubt all proposed cycle storage shall be enclosed and lockable.

The development shall be carried out in strict accordance with the approved details. For the avoidance of doubt the approved details shall be made available for use prior to first occupation of the dwellings(s) hereby approved and prior to the A1 use hereby approved first becoming operative. The agreed details/provision shall be retained for use at all times thereafter.

REASON: In order that the Local Planning Authority may ensure that the development provides adequate provision for the storage of domestic/commercial waste and adequate provision that encourages the use of sustainable means of transport in accordance with Key Statement DMI1 and Policies DMG1 and DMG3 of the Ribble Valley Core Strategy.

6. No development shall take place until a Construction Method Statement for the relevant phase has been submitted to and approved in writing by the local planning authority. For the avoidance of doubt the submitted statement shall provide details of:

The location of parking of vehicles of site operatives and visitors
The location for the loading and unloading of plant and materials
The location of storage of plant and materials used in constructing the development
The locations of security hoarding
Days and hours of operation for all construction works
Contact details for the site manager

The approved statement shall be adhered to throughout the construction period of the development.

REASON: In the interests of protecting residential amenity from noise and disturbance and to ensure the safe operation of the Highway in accordance with Policies DMG1 and DMG3 of the Ribble Valley Core Strategy.

Use Classes

7. Notwithstanding the provisions of the Town and Country Planning (Use Classes) Order 1987 (as amended or re-enacted) and the Town and Country Planning (General Permitted Development)(England) Order 2015 (as amended or re-enacted) and the Town and Country Planning

(General Permitted Development) (England) (Amendment) Order 2016 (as amended or re-enacted) the area indicated as 'retail unit' on drawing 5472-P01 Rev: B shall only be used for the purposes of retail sales (A1) and for no other purpose, including any other purpose within Use Class A1.

REASON: For the avoidance of doubt and to ensure that the development remains compatible with the character of the area in accordance with Key Statement EN5 and Policies DMB1, DME4 and DMG1 of the Ribble Valley Core Strategy.

Amenity

8. The A1 use hereby approved shall only be operated between the following hours:

09:00 to 17.30 Monday to Saturday

There shall be no business operated from the premises or site outside the stated operating hours including Sundays or Bank Holidays.

REASON: To comply with the terms of the application and in the interests of the amenities of nearby residents and the character of the locality as required by Key Statement EN5 and Policies DME4 and DMG1 of the Ribble Valley Core Strategy.

9. The windows as indicated as 'obscure glazing' on drawing 5472-P01 Rev: B shall be fitted with obscure glazing (which shall have an obscurity rating of not less than 4 on the Pilkington glass obscurity rating or equivalent scale) and shall be non-opening, unless the parts of the window which can be opened are more than 1.7 metres above the floor of the room in which the window is installed. The windows shall remain in that manner in perpetuity at all times unless otherwise agreed in writing by the Local Planning Authority.

REASON: To protect nearby residential amenity in accordance with Policy DMG1 of the Ribble Valley Core Strategy.

Archaeological

10. No development, demolition or site preparation works shall take place until the applicant, or their agent or successors in title, has secured the implementation of a programme of archaeological investigation and recording. This must be carried out in accordance with a written scheme of investigation, which shall first have been submitted to and agreed in writing by the Local Planning Authority. It should be undertaken by an appropriately experienced and qualified professional archaeological contractor to the standards and guidance set out by the Chartered Institute for Archaeologists (CIfA).

REASON: To ensure and safeguard the recording and inspection of matters of archaeological/historical importance associated with the building in accordance with Key Statement EN5 and Policies DME4 and DMG1 of the Ribble Valley Core Strategy.

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

4. APPLICATION REF: 3/2018/0106/P
GRID REF: SD 377549 433255

DEVELOPMENT DESCRIPTION:

INSTALLATION OF 25 CONTAINERISED BATTERY UNITS FOR THE STORAGE OF ELECTRICITY AND ANCILLARY INFRASTRUCTURE AT LAND AT BURNLEY ROAD, SIMONSTONE BB12 7ND

The Head of Planning Services reported upon an additional objection received and the fact that there were no objections from United Utilities.

DEFERRED AND DELEGATED to Head of Planning Services to seek further clarification.

(Mr Tunstall spoke against the above application.)

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

5. APPLICATION REF: 3/2018/0260
GRID REF: SD 373477 442943

DEVELOPMENT DESCRIPTION:

TEMPORARY PLANNING PERMISSION (24 MONTHS) FOR RETENTION OF A 15M X 12M ALUMINIUM FRAMED MARQUEE WITH PVC WALLS AND ROOF AND TWO ALUMINIUM FRAMED EXIT DOORS MADE WITH REINFORCED GLASS AT WADDOW HALL GUIDE CAMP, WADDOW HALL, WADDINGTON ROAD.

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

Time

1. The marque building hereby approved, and any associated ancillary works and structures, shall be removed on or before 31 May 2020 unless a renewal of this planning permission has been granted by the Authority.

REASON: This temporary consent has been granted in consideration of specific circumstances and retention of the development on a permanent basis would be contrary to the provisions of Key Statement EN5 and Policies DMG1 and DME4 of the Core Strategy, along with national guidance contained within both the National Planning Policy Framework and the Planning (Listed Buildings and Conservation Areas) Act 1990.

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:

Location Plan (scale 1:1250)
Proposed elevations (scale 1:100)

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

Landscaping

3. Within the three months prior to the marquee being removed from the site, a landscaping scheme detailing the programme and timing of all remediation works to be undertaken shall be submitted for the written approval of the Local Planning Authority. The remediation works shall be carried out in strict accordance with the approved details unless otherwise agreed in writing by the Local Planning Authority.

REASON: As the consent sought is temporary in nature and to ensure that the site is returned to an acceptable condition in the interests of the visual amenities of the area in accordance with Key Statement EN5 and Policies DMG1 and DME4 of the Core Strategy.

Amenity

4. The marquee hereby approved shall only be used between the hours of 08:30-23:00 on any day.

REASON: In order to prevent nuisance arising in accordance with Policy DMG1 of the Ribble Valley Core Strategy.

(Councillor Geldard returned to the meeting).

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

6. APPLICATION REF: 3/2017/1100
GRID REF: SD 361189 437903

DEVELOPMENT DESCRIPTION:

OUTLINE APPLICATION FOR UP TO 15 SELF-BUILD DWELLINGS (30% AFFORDABLE SELF-BUILD) INCLUDING ACCESS. LAND ADJACENT TO JOHN SMITH PLAYING FIELD, CHAIGLEY ROAD, LONGRIDGE, PR3 3TQ

REFUSED for the following reasons:

1. The proposal is considered contrary to Key Statements DS1, DS2 and Policies DMG2 and DMH3 of the Ribble Valley Core Strategy in that the approval would lead to the creation new residential dwellings in the defined open countryside, located outside of a defined settlement boundary, without sufficient justification, leading to the creation of an unsustainable pattern of development contrary to the core aims and objectives of the adopted Core Strategy and the NPPF presumption in favour of sustainable development.
2. It is considered that the approval of this application would lead to the creation of an anomalous, discordant and incongruous pattern and form of development that is poorly related to the existing settlement by virtue of

a degree of visual separation, particularly at its northern extents, being of significant detriment to the character, appearance and visual amenities of the area and defined open countryside contrary to Policies DMG1 and DMG2 of the Ribble Valley Core Strategy.

3. The proposal is considered contrary to Policies DMG1 and DMG2 of the Ribble Valley Core Strategy insofar that it would result in the introduction of built form in a visually prominent location in the defined open countryside to a degree that cumulatively, would have a visual suburbanising effect upon the landscape. It is further considered that the significant degree of incursion and encroachment into the defined open countryside would result in the erosion of the sense of openness that defines the character of the area being of significant detriment to the character, appearance and visual amenities of the area and defined open countryside.

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

(Councillor Rogerson returned to the meeting).

7. APPLICATION REF: 3/2017/1188
GRID REF: SD 374972 437491

DEVELOPMENT DESCRIPTION:

ERECTION OF ONE SELF-BUILD DWELLING AND ASSOCIATED WORKS AT WISWELL BROOK FARM, MOORSIDE LANE, WISWELL, BB7 9DB

REFUSED for the following reasons:

1. The proposal is considered contrary to Key Statements DS1, DS2 and Policies DMG2 and DMH3 of the Ribble Valley Core Strategy in that the granting of approval would lead to the creation of a new residential dwelling and/or associated residential curtilage being partially located in the defined open countryside, located outside of a defined settlement boundary, without sufficient or adequate justification.
2. The proposal would lead to the perpetuation of an unsustainable pattern of development in a Tier 2 location, without sufficient or adequate justification, that does not benefit from adequate walkable access to local services or facilities - placing further reliance on the private motor-vehicle contrary to the aims and objectives of Key Statement DMI2 and Policies DMG2 and DMG3 of the adopted Core Strategy and the National Planning Policy Framework presumption in favour of sustainable development.

(Mr Helliwell spoke in favour of the above application. Councillor Thompson was given permission to speak on the above application).

(Councillor Rogerson returned to the meeting.)

29 SECTION 106 APPLICATIONS

<u>Plan No</u>	<u>Location</u>	<u>Date to Committee</u>	<u>Number of Dwellings</u>	<u>Progress</u>
3/2017/0433	Land at Henthorn Road Clitheroe	30/11/17	24	Out for Signatures

<u>Plan No</u>	<u>Location</u>	<u>Date to Committee</u>	<u>Time from First Going to Committee to Decision</u>	<u>Number of Dwellings</u>	<u>Progress</u>
3/2017/0573	Land off Union Street Clitheroe	26/10/17	24 weeks	36	Decision 12/4/18

30 APPLICATIONS WITHDRAWN

<u>Plan No</u>	<u>Proposal</u>	<u>Location</u>
3/2017/1209	First floor extension over existing balcony to rear	Beech Croft Ribchester Road Ribchester
3/2017/0361	Conversion of an existing outbuilding into two residential dwellings	Outbuilding at Beech House Alston Lane Longridge
3/2018/0038	Rebuilding east boundary wall owing to tree damage. Reconstruction of new wall to be on a new line with concrete blocks and a sand cement rendered face to match existing school perimeter walls. The new wall to include welded mesh security fencing on the top to bring the overall height of the wall and fence at 2.8m	St James C of E School Greenacre Street Clitheroe
3/2018/0068	Proposed conversion of former brewery building to 5 bedroom B&B accommodation including replacement and extension of roof including 5 multifuel stove flues, new permanent timber canopy over existing timber decking with new access path and timber seating	Bashall Barn Twitter Lane Bashall Eaves
3/2018/0304	Erection of temporary sales cabin, temporary parking and associated temporary works until 31/12/18	Land East of Chipping Lane Longridge

31 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>
Enforcement	17/11/17	Demesne Fm Newsholme Gisburn	Hearing	10/04/18	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>
3/2017/0441 R	19/01/18	19 Woodfield View, Whalley	WR		Awaiting Decision
3/2016/1192 R	16/11/17	Hammond Ground Whalley Road Read	Inquiry adjourned	09/10/18	Bespoke timetable Updated proofs of inquiry to be submitted by 11/09/2018
3/3016/1082 R	30/11/2017	74 Higher Rd Longridge and land to the rear	WR	17/04/18	Awaiting Decision
3/2017/0741 R	27/02/18	13 Glen Ave Knowle Green	HH		Appeal Dismissed 04/04/18
3/2017/0675 R	28/02/18	46 Higher Rd Longridge	WR		Awaiting Decision
3/2017/0593 R	23/04/18	Ivy Cottage Chapel Lane West Bradford	HH		Awaiting Decision
3/2017/1139 Conditions disputed	Awaiting start date from PINS	Sands Cottage The Sands Whalley	WR (to be confirmed)		
3/2018/0009 R	24/04/18	Stables at Stockbridge Knowles Brow Hurst Green	WR (to be confirmed)		Statement due 29/05/18
3/2017/1092 R	27/03/18	Greenhouse Barn Commons Lane Balderstone	HH		Awaiting Decision
3/2017/0857 R	Awaiting start date from PINS	Lowood Whins Lane Read	WR (to be confirmed)		
3/2018/0113 Conditions not discharged	Awaiting start date from PINS	102 Lowergate Clitheroe	WR (to be confirmed)		
3/2018/0153 R	Awaiting start date from PINS	1 Highcliffe Greaves Grindleton	WR (to be confirmed)		
3/2017/0815 R	No start date from PINS	20 Wellbrow Drive Longridge	HH		Confirmed as out of time by Inspectorate – Appeal not accepted

32 APPOINTMENT OF WORKING GROUPS 2018/2019

A report of the Chief Executive was submitted asking Committee to confirm arrangements for memberships for the working groups under the remit of this Committee. This included the Local Development Plan Working Group.

RESOLVED: That Committee approve the following working group along with its membership.

Local Development Plan Working Group – Councillors S Atkinson, A Brown, A Knox, J Rogerson, R Sherras and N Walsh.

33 CAPITAL OUTTURN 2017/2018

The Director of Resources submitted a report reviewing the final outturn of the 2017/2018 capital programme for this Committee and to seek approval for the slippage of the capital scheme budget from the 2017/2018 financial year to the 2018/2019 financial year. The one scheme for the introduction of the planning portal link to the planning application system and planning system update had not been completed and would therefore require approval to slip into 2018/2019.

RESOLVED: That Committee approve the request for slippage of £30,200 into the 2018/2019 financial year for the introduction of the planning portal link to the planning application systems and planning system update.

34 APPEALS

There were no appeals.

35 REPRESENTATIVES ON OUTSIDE BODIES 2018/2019

The Chief Executive submitted a report informing Members of the Outside Bodies that are under the remit of the Planning and Development Committee and their Councillor representation.

RESOLVED: That the report be noted.

The meeting closed at 7.15pm.

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

Minutes of Health & Housing Committee

Meeting Date: Thursday, 7 June 2018 starting at 6.30pm
Present: Councillor B Hilton (Chairman)

Councillors:

S Bibby	R Hargreaves
S Brunskill	R Newmark
P Dobson	M Robinson
P Elms	R Sherras
M Fenton	J White
L Graves	

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

Also in attendance: Councillors S Hore, A Knox and I Sayers and David Mayner and Joanne Danaher from Onward Homes.

36 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillors R Elms, K Hind and R Thompson.

37 MINUTES

The minutes of the meeting held on 15 March 2018 were approved as a correct record and signed by the Chairman.

38 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

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

PUBLIC PARTICIPATION

There was no public participation.

39 PRESENTATION BY ONWARD HOMES

The Chair introduced David Mayner and Joanne Danaher from Onward Homes, the successor housing association to Ribble Valley Homes. They explained that five housing associations had merged to become the largest housing association purely based in the North West, with 35,000 homes owned and managed in Lancashire, Greater Manchester and Merseyside. They had 1,319 properties in the Ribble Valley – approximately 3% of their stock. They approached management by reference to neighbourhoods so as to be accessible with local delivery and flexibility – there were three neighbourhoods in the Ribble Valley.

Through their local schemes, they explained that they seek support for their customers where needed. Their five year ambition is to provide homes and services which made progression and independence possible. In addition, they were working with partners, such as developers, to deliver new homes, 30 of these having been achieved in the previous 12 months including some shared ownership properties. They also offered specialist service management for older people.

In response to questions, they explained that they had no difficulty in buying back former Council owned properties where suitable. There were no current plans to close any of their offices. Their plans were robust to enable local needs to be addressed with particular projects. In response to a question regarding memory homes for people with dementia, they explained they had a focus on moving into that space for older people.

RESOLVED: That David and Joanne be thanked for their informative presentation.

40 APPOINTMENT OF WORKING GROUPS

Committee considered the appointment of working groups that belong to this Committee and their arrangements/membership.

- Strategic Housing Working Group – 3 Conservatives, 1 Liberal Democrat and the Chair of Planning and Development Committee.
- Health and Wellbeing Partnership – 4 Conservatives, 1 Labour and 1 Liberal Democrat.

RESOLVED: That Committee approve the appointment of the Strategic Housing Working Group and the Health and Wellbeing Partnership.

41 CAPITAL OUTTURN 2017/2018 AND CAPITAL PROGRAMME 2018/2019

The Director of Resources submitted a report asking Committee to review the final outturn of the Capital Programme for 2017/2018 and seeking approval of the slippage of some capital scheme budgets from the 2017/2018 financial year to the 2018/2019 financial year. The revised capital programme for the Health and Housing Committee consisted of four schemes. Overall 46.5% of the revised estimate budget had been spent in 2017/2018. Reasons were given for the underspends on the three Housing Grants Schemes and Committee were advised that budget slippage taken forward to 2018/2019 would be ring-fenced for the schemes highlighted.

RESOLVED: That Committee approve the slippage of the budgets into the 2018/2019 financial year for:

- Disabled facilities grants - £271,530
- Landlord/tenant grants - £49,020
- Affordable warmth - capital grants - £20,880

ELIGIBILITY TO REGISTER ON THE SELF BUILD REGISTER

The Chief Executive submitted a report, recommending amendments to the Self Build and Custom House Build Register. The Council was required to maintain a register of individuals seeking to acquire serviced plots of land in the borough for their own self build and custom house build projects. 26 households had registered to date and 12 had been refused as they were ineligible.

The Self Build and Custom House Building Act 2015 enables local authorities to introduce eligibility tests for registration, and to charge a fee to cover administrative costs.

It was intended to introduce a local connection requirement for eligibility, adopting similar criteria to those applied in Section 106 Agreements. The proposed local definition was:

- a. currently living in the borough for more than 10 years
- b. currently living in the borough and have done so continually for between 5-10 years.
- c. currently living in the borough and have done so continually for a minimum of 12 months.
- d. currently permanently employed in the borough for a minimum of 12 months and are employed for a minimum of 18 hours per week paid or unpaid.
- e) Persons who at least one of the adult applicants have next of kin who have lived in the borough continually for a minimum of five years. Next of kin for the purposes of this clause shall be defined as mother, father, brother, sister or adult children;
- f) Persons who are former residents of the borough who have moved from the borough because of a lack of affordable housing in the borough.

Members of the Armed Forces and ex service personnel will be deemed as having met this requirement.

RESOLVED: That Committee

1. accept the report and agree the proposal to introduce a local connection requirement and also to introduce an administrative fee of £60 to register on the Self-Build and Custom House Building Register.
2. agree to hold a 4 week consultation period commencing the 11 June and subject to there being no adverse issues raised, confirm that the new requirements will be operated from 1 August 2018.

HOUSING AND PLANNING ACT 2016 – INTRODUCTION OF CHANGES TO MANDATORY LICENSING OF HOUSES IN MULTIPLE OCCUPATION (HOUSING)

The Chief Executive submitted a report advising Committee of the proposed extension of Houses in Multiple Occupation (HMO) licensing, coming into force on 1 October 2018. The definition of HMOs was being expanded, and powers and obligations were extended, including power to issue civil financial penalties

as an alternative to prosecution; power to apply for a rent repayment order for certain offences and to seek recovery of rent paid by Universal Credit or Housing Benefit; and the possibility of application for a banning order in relation to landlords, estate agents or letting agents, with a national database being issued for banning orders. The licensing process was explained, together with the fee regime.

RESOLVED: That Committee

1. adopt the new enforcement powers under the Housing and Planning Act 2016 that are available to deal with private sector housing and promote the change in mandatory HMO licensing;
2. delegate authority to the Head of Environmental Health Services under the Housing and Planning Act 2016 and the Scheme of Delegation be amended accordingly.

44 TACKLING ANTI-SOCIAL BEHAVIOUR RELATING TO DOGS – UPDATING FIXED PENALTY NOTICES

The Chief Executive submitted a report, recommending that Committee increase fixed penalty notice fines in relation to dogs under the Public Space Protection Orders (PSPOs) to £100. Other local authorities in Lancashire currently had a fixed penalty of £100, whereas the penalty in Ribble Valley was £80. If a case was prosecuted, the maximum fine available to the court was £1000. Members were advised of the circumstances in which exemptions could apply to the requirements to pick up dog waste or to comply with a dog exclusion order – these exemptions arose as a need for support from a dog due to disability.

RESOLVED: That Committee agree for the fixed penalty notice available for each PSPO to be set at £100 in line with neighbouring authorities.

45 HEALTH AND SAFETY INTERVENTION PLAN 2018/2019

The Chief Executive submitted a report seeking Committee's approval of Ribble Valley Borough Council's Health and Safety Intervention Plan for 2018/2019. The plan set out standards for proactive work, taking into account priorities issued by the Health and Safety Executive. The focus was on high risk operations and increased information for small businesses to be made available in an accessible and relevant form.

RESOLVED: That Committee approve the Ribble Valley Borough Council Health and Safety Intervention Plan 2018/19 for implementation in the current financial year.

46 FOOD HYGIENE INTERVENTION PLAN 2018/2019

The Chief Executive submitted a report introducing and seeking Committee's approval of the Ribble Valley Borough Council Food Hygiene Intervention Plan for 2018/2019. The legislative background was explained, and a summary of the service in 2017/2018 was provided. Members noted the statistics and the satisfactory performance in the year.

RESOLVED: That Committee

1. approve the Ribble Valley Borough Council Food Hygiene Intervention Plan 2018/19 for implementation in the current financial year;
2. note the satisfactory performance for the year 2017-18; and
3. reconfirm the continuing priority of food premises inspections for Environmental Health service provision.

47 LITTER STRATEGY FOR ENGLAND 2017 – FIXED PENALTY

The Chief Executive submitted a report advising Members of the national actions of the Litter Strategy for England 2017, seeking agreement for continuation of local actions and requesting Committee increase the fixed penalty for littering from £80 to £150.

The strategy highlighted proposed legislation to enable all local authorities to take action against the registered keeper of vehicles from which litter was known to originate – this power had previously only applied in London.

From April 2018, the maximum on the spot fine local authorities could issue by way of fixed penalty notice increased from £80 to £150, which provided an opportunity for Committee to consider an increase in the fixed penalty which reflected the cost to the Council.

RESOLVED: That Committee agree a maximum fine of £150, with no discount, as this took into account the Government's requirement for the fixed penalty notice to be proportionate and reflect the local situation, with immediate effect.

48 JOINERS ARMS UPDATE

The Chief Executive submitted a report for Committee's information on the usage of and improvements carried out to the property at 90 Whalley Road, Clitheroe, which provides temporary accommodation for those families and individuals who are eligible due to housing problems. The Council had taken over management of the premises 12 months previously. 36 households had passed through the premises in that time with an average stay of 18 weeks, and significant improvements had been carried out, including improvements for fire protection, kitchen odour extraction, and heating in some flats. Committee were also advised of the licence conditions accepted by occupants.

RESOLVED: That the report be noted.

49 REVIEW OF DOG INITIATIVES OVER THE LAST 2 YEARS

The Chief Executive submitted a report for Committee's information on initiatives to promote responsible dog ownership and tackle dog fouling since 2016. Events have been held in Parishes, supported by the Dogs Trust. The Dog Warden Policy had been introduced in January 2017, setting out priorities and the approach that would be taken by the dog wardens. Public Space Protection Orders had been introduced in 2017, replacing the previous Dog Control Orders.

The number of dog fouling incidents had reduced from over 200 in 2016/2017 to 180 in 2017/2018 and 17 to date in 2018/2019. The Head of Environmental Health Services urged Members to work with their Parishes to promote the various initiatives.

RESOLVED: That the report be noted.

50 FOOD SAFETY – ALLERGENS IN FOODS

The Chief Executive submitted a report for Committee's information on the work being undertaken by the food safety team in implementation of the Food Information Regulations 2014. Members were advised of the serious and occasionally fatal reactions to certain types of food by individuals who have a food allergy. Businesses were required to provide information with regard to ingredients, and this had been incorporated into scheduled food safety inspections by the environmental health department. This had resulted in an increase in officer time on each inspection, and in slightly more investigations following complaints with regard to the control of allergens.

RESOLVED: That the report be noted.

51 NEW ANIMAL WELFARE REGULATIONS

The Chief Executive submitted a report for Members' information, updating Committee on draft regulations, which may be introduced from 1 October 2018. The intention was to introduce a single "Animal Establishment Licence" to cover activities including dog breeding, dog/cat boarding and day care, selling pets, hiring horses for riding and keeping or training animals for exhibition. This was intended to be a single licence, supported by conditions set out in the regulations, as opposed to the variety of licences currently backed up by conditions set locally or by adoption of the model conditions of the Chartered Institute of Environmental Health. Members were advised of certain detailed provisions of the regulations and the intended processes for application for licences, enforcement and appeals.

RESOLVED: That the report be noted.

52 REPRESENTATIVES ON OUTSIDE BODIES

The Chief Executive submitted a report for Committee's information on the membership of Outside Bodies that come under the remit of the Health and Housing Committee.

RESOLVED: That the report be noted.

53 NOTES OF RIBBLE VALLEY HEALTH AND WELLBEING PARTNERSHIP

The notes of the Ribble Valley Health and Wellbeing Partnership meeting held on 16 May 2018 were circulated for Committee's information.

RESOLVED: That the report be noted.

54 NOTES OF TARMAC LIAISON COMMITTEE

The notes of the Tarmac Liaison Committee meetings held on 22 August 2016 and 25 July 2017 were circulated for Committee's information.

55 MINUTES OF HANSON CEMENT LIAISON COMMITTEE

The minutes of the meetings of the Hanson Cement Liaison Committee held on 22 September 2016, 7 December 2016, 23 March 2017, 9 October 2017 and 22 March 2018 were circulated for Committee's information.

RESOLVED: That the report be noted.

56 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from Representatives on Outside Bodies.

57 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 7 of Schedule 12A of the Local Government Act 1972, the press and public be now excluded from the meeting.

58 FUNDING FOR HOMEWISE

The Chief Executive submitted a report requesting approval to award a grant to Homewise home improvement service to support them in delivery of their service. Homewise had been the home improvement agency for the Ribble Valley since 2014, commissioned by Lancashire County Council and funded through the Better Care Fund. Ribble Valley Borough Council have annually provided additional funding to support delivery of the service. Members were advised of the terms of the grant funding agreement.

RESOLVED: That Committee approve the grant award of £5,540 to Homewise to support delivery of the service.

59 FUNDING OPPORTUNITIES FROM HOMES ENGLAND

The Chief Executive submitted a report informing Members of an approach by a registered provider to seek to deliver affordable housing units through 100% affordable exception sites, utilising funding from Homes England (formerly the Homes and Communities Agency). All 70 affordable units delivered in the last year in the Ribble Valley had been through Section 106 Agreements, but in the previous year a scheme had been delivered of 100% affordable units by a registered provider receiving support from the Homes and Communities Agency.

There were now further promotions for 100% affordable schemes with funding by Homes England, and providers had approached the Council with regard to the possibility of seeking funding for certain types of schemes. Members were advised that approval of this initiative was not conclusive in respect of the scheme – it would still have to be suitable from the planning perspective.

RESOLVED: That Committee

1. acknowledge the proposal for registered providers to deliver 100% affordable housing schemes;
2. support this proposal only where there is evidence of local housing need; and
3. request the registered provider only consider schemes in Parishes where there is still a remaining allocation, those being Wilpshire and Mellor;

60

UNAUTHORISED MEMORIALS IN CEMETERIES

The Chief Executive submitted a report reviewing the position in relation to unofficial memorials and mementos on graves, which were currently prohibited under the Council's cemetery rules and regulations.

Members were advised of the terms of the regulations, particularly with regard to unauthorised items on graves and the restrictions with regard to the woodland burial area. These regulations were not currently being enforced.

The unauthorised items could give rise to safety issues and operational risk for the staff maintaining the cemetery, and for visitors.

Members were advised of the increase in mementos of this type, which was acknowledged to be a reflection of changing attitudes, but which did contravene the regulations and guidelines which were adhered to by the deed holders of most graves. The issue was widespread and Members were advised that other local authorities were taking action with regard to this type of memento.

Members appreciated that this was a sensitive subject and took the view that a gradual approach would be appropriate with carefully worded correspondence and notification.

However, it was considered that there could be merit in obtaining further information on the approaches taken by churches in this respect, prior to any approach to the deed holders. This might provide guidance on how this delicate subject had been addressed and enforced at local grave yards, with a view to a consistent approach being adopted. Consideration could also be given to an approach to local funeral directors for information to be passed on to their clients.

RESOLVED: That the Head of Environmental Health Services consult with local churches and bring a further report to this Committee.

61

UPDATE ON 18 SIDDOWS AVENUE, CLITHEROE

The Chief Executive submitted a report for Committee's information on the progress in relation to the consideration of an empty dwelling management order, and possible negotiation to purchase, the empty property at 18 Siddows Avenue, Clitheroe. Members were advised of reported arrangements for sale of this and other properties owned elsewhere in the country, by the owner. However, information was still awaited from the owner and their agent on the completion of

the transaction, and the identity of any new owner. Members were advised that the Residential Property Tribunal would not make an order where a sale was proceeding. Following completion of the sale, there would be an approach to the new owner to establish their intentions.

RESOLVED: That the report be noted.

62 GENERAL REPORT – GRANTS

The Chief Executive submitted a report for Committee's information of approval of 24 Disabled Facilities grants and 8 Affordable Warmth grants. No new Landlord/Tenant grants have been approved since the last report to committee.

182 applications had been made for Household Property Flood Resilience grants of which 180 had been approved. 176 had been fully completed, and 4 were still to complete. The work on these 4 applications had been completed but snagging issues were still being addressed. 2 owners had decided not to proceed with a scheme.

32 business applications had been approved and fully completed.

RESOLVED: That the report be noted.

The meeting closed at 8.55pm.

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

Minutes of Licensing Committee

Meeting Date: Tuesday, 12 June 2018 starting at 6.30pm
Present: Councillor J Alcock (Chairman)

Councillors:

A Brown	S Hind
S Brunskill	S Hore
M Fenton	A Knox
G Geldard	G Mirfin
L Graves	G Scott
R Hargreaves	N Walsh
K Hind	

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

Not in attendance: Councillor P Elms.

63 APOLOGIES

There were no apologies for absence from the meeting.

64 MINUTES

The minutes of the meeting held on 10 April 2018 were approved as a correct record and signed by the Chairman.

65 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

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

66 PUBLIC PARTICIPATION

There was no public participation.

67 GUIDANCE ON DETERMINING SUITABILITY OF APPLICANTS AND LICENSEES IN THE HACKNEY AND PRIVATE HIRE TRADES

The Chief Executive submitted a report seeking Committee's views on the adoption of the guidance issued by the Institute of Licensing on determining suitability of applicants and licensees in the hackney and private hire trades. This had been produced in conjunction with the Local Government Association, Lawyers in Local Government and the National Association of Licensing and Enforcement Officers, following widespread consultation.

The Guidance had been produced as there is no recent statutory or ministerial guidance on how Committees, Sub-committees and/or officers should make a determination on whether an applicant or licensee was a 'fit and proper person'. The Guidance now issued was intended to produce greater consistency between

authorities, so that there was less opportunity for applicants to swop between different authorities with differing policies.

The current policies issued by the Council have been reviewed against the guidance, and largely mirrored the guidance on the majority of issues. There were some variations, such as a requirement for DBS checks for vehicle licence holders and the imposition of a condition requiring private hire operators to check the suitability of those whom they employ in the office taking bookings.

Members were advised that specific changes to policy would be brought back to Committee and that it would be likely that alteration to policy with regard to existing operators would apply to their next renewal in 2019.

RESOLVED: That Committee adopt the Guidance and authorise the Head of Legal and Democratic Services to review the policy for licensing and hackney carriage drivers and vehicles, private hire operators, drivers and vehicles, the statement of policy and guidelines on relevant convictions, Council's licensing conditions and its procedures to ensure that there was a consistent approach to that advocated in the Guidance.

68 REVISED GUIDANCE UNDER SECTION 182 OF THE LICENSING ACT 2003

The Chief Executive submitted a report for Committee's information on the most recent guidance issued by the Home Office to licensing authorities under the Licensing Act 2003 on the discharge of their functions. Additional paragraphs had been inserted into the earlier guidance with regard to entitlement to work in the UK, introduction of consistency with regard to beer gardens and other outdoor spaces, and removal of the heightened status for the police in making representations under the Crime and Disorder Licensing objective. Further guidance had been issued on resolution of appeals out of court, including notification of parties who had made representations on the original application.

There had been revision of the section with regard to cumulative impact policies, and a new section had been introduced entitled 'reviewing the cumulative impact assessment'. These revisions had been taken into account in preparation of the current consultation by the Council with regard to the Whalley area.

RESOLVED: That Committee note the report.

69 NOTES OF THE RIBBLE VALLEY SAFETY ADVISORY GROUP DATED 19 MARCH 2018 AND 24 MAY 2018

Committee received the minutes of the meeting of the Ribble Valley Safety Advisory Group meetings held on 19 March 2018 and 24 May 2018.

The meeting closed at 6.44pm.

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

Minutes of Personnel Committee

Meeting Date: Wednesday, 13 June 2018 at 6.30pm
Present: Councillor R J Elms (Chairman)

Councillors:

P Ainsworth	S Hore
I Brown	A Knox
P Dobson	D Taylor

In attendance: Chief Executive, Head of HR and Head of Cultural and Leisure Services.

70 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillors D Smith and J White.

71 MINUTES

The minutes of the meeting held on 14 March 2018 were approved as a correct record and signed by the Chairman.

The Chief Executive updated Members on Minute 668 and advised Committee that an appointment had been made to the Director of Economic Development and Planning post and the new Director would be commencing work at the Council on 6 August 2018.

72 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

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

73 PUBLIC PARTICIPATION

There was no public participation.

74 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from Representatives on Outside Bodies.

75 WORKFORCE PROFILE

The Director of Resources submitted a report for Committee's information, updating Members on workforce data to be published in compliance with the Equality Act 2010.

Committee considered the Workforce Profile report as at the 31 March 2018, which provided detailed statistics in relation to the recruitment process, the

current workforce, recent staff having left the Council and other issues arising out of employment procedures.

RESOLVED: That the report be noted.

76 STAFF TURNOVER

The Director of Resources submitted a report for Committee's information on staff turnover at the Council for the period 1 April 2017 to 31 March 2018.

It was noted that the level of staff turnover had increased compared to the previous year. An analysis was provided of the reasons for staff leaving and comparison with other authorities in Lancashire.

Members' attention was also drawn to a publication produced by the New Local Government Network in association with the Local Government Association, titled "Outside the Box", which considered the future workforce in Local Government, including reasons given and motivations stated for people to work in Local Government.

RESOLVED: That the report be noted.

77 ANNUAL HEALTH AND SAFETY UPDATE

The Director of Resources submitted a report prepared by the Health and Safety Advisor, which reviewed the management of health and safety by the Council during the period April 2017 to March 2018.

The report identified significant hazards to the Council and provided a summary of achievements during the year in relation to health and safety issues. General statistics for the Council for the year were presented along with targets for 2018/19. Members acknowledged the comprehensive nature of the report.

RESOLVED: That the report be noted.

78 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.

79 REQUEST FOR ESTABLISHMENT CHANGE IN PLANNING SECTION

The Director of Community Services submitted a report seeking approval for a change to the Establishment in relation to the part time Pre-Planning Advice Officer post in the Planning (Development Management) Section. Members were advised of the importance of this role, and requirement for an experienced Planning Officer who was not involved in the determination of applications to fulfil the duties.

Re-appointment to the part time post had not been successful and it was considered that an increase in hours from 22.5 hour per week to 37 hours per week was desirable so as to attract appropriate candidates and to provide a better service to customers.

Committee was advised that provision could be made to meet the additional cost of a full time post.

RESOLVED: That Committee

1. approve a change to the Establishment in respect of the hours for the part time Pre-Planning Advice Officer post from 22.5 hours to 37 hours; and

80

REQUEST FOR POST ENTRY QUALIFICATION TRAINING

The Director of Resources submitted a report, seeking Members' approval for post entry qualification training for an Assistant Planning Officer and for the Administrative Assistant to the Housing Section.

Members were advised of the conditions applicable to such training, including arrangements for refund of training fees by officers leaving the authority within 2 years of obtaining the qualification, or on premature termination of studies.

The proposals had been considered by CMT, who supported the requests.

RESOLVED: That Committee

1. approve the decision of CMT to support the request for post entry qualification training from the Assistant Planning Officer and subject to the conditions outlined in the report;
2. approve the decision of CMT to support the request for post entry qualification training from the Administrative Assistant in the Housing Section and subject to the conditions outlined in the report.

81

APPOINTMENTS AND RESIGNATIONS

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

Attention was drawn to the appointment process, including review of posts which became vacant by the Head of Service and CMT. Members were advised of a general reduction in the number of applicants for vacancies, which might be a reflection of the general employment market.

Members were also advised of the advertising process, including increased use of social media.

RESOLVED: That Committee

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

82 SAFEGUARDING AUDIT

The Director of Resources submitted a report for Committee's information, asking Members to note details of a recent Safeguarding Audit carried out by the Council. Members were advised that a district council had a limited range of services where safeguarding issues for children or vulnerable adults might be encountered.

Lancashire Safeguarding Children's Board had co-ordinated the distribution and analysis of an audit across Councils and other agencies in Lancashire, so as to take a health check on how safeguarding was being addressed and also to help with the way in which it was dealt with in the county.

A copy of the Council's submission was provided to Members.

Committee was informed that training would be provided to Members and staff.

RESOLVED: That the report be noted.

83 ANNUAL ABSENCE MANAGEMENT REVIEW

The Director of Resources submitted the Annual Absence Management Review, updating Members on levels of sickness absence across the authority. A statistical analysis of sickness throughout the authority, together with comparison against other councils in Lancashire was provided to Members.

Absence had increased in the last 12 months from an average 7.45 days per employee in the year ended 31 March 2017 to 9.35 days per employee (unaudited) in the year to 31 March 2018.

Members were advised that the number of long-term absences can disproportionately affect the figures as the Council had a small workforce and were also advised on the procedures in place to manage both short term and long term absence.

RESOLVED: That the report be noted.

84 UPDATE ON NATIONAL PAY NEGOTIATIONS

The Director of Resources submitted a report for Committee's information on the outcome of the National Pay Negotiations for 2018. The Unions which comprise the National Joint Council for Local Government Services had voted on the offer

from the National Employers and accepted the final offer put forward. Details of the impact on salary of the various spinal column posts were provided.

A settlement had also been announced for Chief Executives and a decision for Chief Officers (ie Directors) was anticipated imminently.

RESOLVED: That the report be noted.

85 STAFF SURVEY UPDATE

The Director of Resources submitted a report for Committee's information on the actions taken following the employee survey carried out in 2017. This had incorporated a further, detailed survey on key themes that had been identified and CMT had approved an action plan based on the responses, identifying the issues and the actions to be taken.

Members considered the plan, including the emphasis on supporting training and discussed the benefits and cost involved in post qualification training, including a suitable period to require reimbursement of fees. Members were advised that this could be considered at a future meeting, including consideration as to whether there should be any distinction if a member of staff left to take up work in the private sector.

RESOLVED: That the report be noted.

86 TRAINING REPORT

The Director of Resources submitted a report for Members' information on training courses approved since the last meeting. Attention was drawn to a member of staff who had successfully completed his HGV Category C Licence, enabling him to provide driver cover as required.

The Head of HR also reported on her attendance at a recent Armed Forces event, promoting recruitment of ex-service personnel.

RESOLVED: That

1. a letter be sent to the member of staff who had completed his HGV Category C Licence, offering congratulations; and
2. that the report be noted.

The meeting closed at 7.08pm.

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

Minutes of Economic Development Committee

Meeting Date: Thursday, 14 June 2018 starting at 6.30pm
Present: Councillor R Swarbrick (Chairman)

Councillors:

S Atkinson	K Hind
S Bibby	S Hirst
I Brown	J Holgate
R Elms	J Rogerson
M Fenton	I Sayers
M French	R Thompson

In attendance: Chief Executive, Head of Regeneration and Housing, Regeneration Policy Officer, Head of Cultural and Leisure Services and Economic and Community Development Officer.

87 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillors P Dowson and P Elms.

88 MINUTES

The minutes of the meeting held on 5 April 2018 were approved as a correct record and signed by the Chairman.

Members asked for an update on Minute 725 – Transport for the North – consultation.

89 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

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

90 PUBLIC PARTICIPATION

There was no public participation.

91 ECONOMIC EVIDENCE BASE – BASELINE REPORT

The Chief Executive submitted a report for Members to consider the consultant's report on the economic evidence baseline. Members will recall from the previous meeting that it was resolved to commission consultants to undertake a baseline evidence review and to undertake a business survey to inform Committee's work on both the review of the Economic Strategy and to provide evidence for the Local Plan review. A business survey had been commissioned and was in the process of being undertaken. Information from this survey would be reported to Members at the next meeting.

The Council had commissioned Turley Associates under the Council's procurement procedures to prepare the baseline evidence review in accord with Committee's decision and they had now produced the study. Members of the

Economic Development Committee had been invited to a detailed briefing on the report, which generated wide ranging discussions on the findings. They also had the opportunity to seek clarification on issues and to discuss with the consultants the key matters raised in the report. A copy of the consultant's report was attached for Committee's information. It was noted from the report that the consultants had provided an up to date portrait of the local economy with an analysis of the functional economic area and the swot analysis that indicates areas for the Council to explore further in its economic work. The report also draws out the key messages from the consultant's analysis which are set out against the headings of Employment and Productivity, Business Base, Population and Labour Force and Property Market and Employment Land. The messages taken from the report had been utilised initially to undertake the baseline swot analysis which would be used to inform the review of the Council's Economic Strategy going forward and to align development policies through the Local Plan review. The Head of Regeneration and Housing drew particular attention to the identified threats highlighted in the consultant's report and also the opportunities facing the Council in relation to growth.

Members discussed several areas outlined in the report which was felt to be very comprehensive but also gave food for thought.

RESOLVED: That Committee

1. note the report and agree that the baseline evidence report be published as part of the Economic and Local Plan review evidence bases and that the findings are taken into consideration in preparing the review of the Council's Economic Strategy and Local Plan accordingly;
2. ask the Chief Executive report back to this Committee the findings of the business survey at the next available meeting; and
3. agree to holding a Committee Seminar to discuss what sort of economic development is wanted in the Ribble Valley and to form a strategy thereon.

92

CLITHEROE TOWN CENTRE UPDATE

The Chief Executive submitted a report giving an update on activities in connection with Clitheroe town centre regeneration. Members were reminded that in June 2010 the Council formally adopted the Clitheroe Town Centre Masterplan as a framework for sustaining and promoting growth in Clitheroe. It sets out a number of approaches including potential development areas and townscape improvements. The full Masterplan document covered three primary sections:

- Baseline
- Vision and concepts
- Implementation plan

The Masterplan also acts as a key document as part of the Ribble Valley Core Strategy evidence base.

The report went on to outline new retail developments that had taken place around the town centre over recent years including Lidl and Aldi. It was also highlighted that the Masterplan had identified Holmes Mill as an opportunity site which had developed over very recent time.

Many retailers are citing the rise in Internet sales and changes in buying habits generally, business rates revaluation and uncertainties over Brexit as additive reasons for current instabilities which was recognised by veteran retailer, Bill Grimsey in the first Grimsey Review. The aim now was to revisit the Grimsey Review to establish what impact it had, which recommendations worked and which did not, what had changed since and what should be done now in order to better prepare our high streets and town centres for the 21st century. One of the members of the team revisiting the Grimsey Review is Matthew Hopkinson who was co-author of the original review document. It was suggested an option would be to explore the opportunity to use his services as a catalyst for wider engagement with the local business community through an event format which would require further discussion with the consultant.

As part of the programme of work undertaken to put in place the Core Strategy for the borough was the Service Centre Health Checks that were undertaken for Clitheroe, Longridge and Whalley that assessed the health of the local centres in line with recognised methodology as well as national policy. These centres play an important role in serving the requirements of the local community on a day to day basis. They form a focal point for the surrounding area and provide a wide range of services that are accessible to the population including retail, employment, leisure along with other such things as financial and health services. It was felt however that given the renewed emphasis on the pressures facing many retailers, there was merit in reviewing the Service Centre Health Checks, which would enable the Council to review and assess the vitality and viability of the borough's service centres to help ensure an adequate supply of services and facilities to meet the requirements of the local population both currently and in the future.

The report went on to highlight other recent developments that had happened in or around the town centre.

RESOLVED: That Committee note

1. the contents of this report and endorse the proposed health check review;
2. the proposed publication of the Grimsey Review 2 and LGA toolkit and ask the Chief Executive to prepare a report on actions to support our key service centres in the light of the health check reviews; and
3. agree to holding a Committee Seminar to discuss what sort of economic development is wanted in the Ribble Valley and to form a strategy thereon.

93

LANCASHIRE LABOUR MARKET INTELLIGENCE REPORT

The Chief Executive submitted a report for Committee's information providing an overview of the Lancashire Labour Market Intelligence Report. Labour Market Intelligence is the term used to describe the wide range of information that helps

inform decisions about work and training covering topics such as jobs, salaries and employers as well as education and skills. The Lancashire Labour Market Intelligence Report covers four themes which include Residents in Lancashire, the Economy in Lancashire, Economic Forecasts for Lancashire to 2028 and the Skills and Education System in Lancashire. Conclusions and key messages are also provided.

RESOLVED: That the report be noted.

94 TOURISM SIGN AUDIT

The Director of Community Services submitted a report for Committee's information on the brown tourist signs currently known in the Ribble Valley. At the meeting of this Committee in February, it was asked if a list of signs could be provided to Members. This had required a manual collection of the sign information as unfortunately the LCC were not able to furnish the Borough Council with a list which they had installed. Members were reminded that once a sign is installed it becomes the property of the highway authority however much the applicant has paid for it and the cleaning and maintenance of the sign also lies with the highway authority.

Members discussed the state of the signs throughout the Ribble Valley and also what further signs were required.

RESOLVED: That Committee ask the Director of Community Services to outline exactly where the boundary signs for Ribble Valley are situated and what they look like along with costings for new ones.

95 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

Councillor Joyce Holgate reported briefly on activities with the Ribble Valley Tourism Association and in particular a Radio Lancashire interview that the tourism services officer had given that morning.

96 EXCLUSION OF PRESS AND PUBLIC

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

97 DEVELOPMENT UPDATE

The Chief Executive submitted a report updating Members on a range of new developments taking place across Ribble Valley contributing towards the continuing economic growth of the area. These included the Samlesbury Enterprise Zone and BAE Systems site, Salthill Industrial Estate expansion, Barrow Enterprise site, Thwaites HQ and Holmes Mill.

RESOLVED: That the report be noted.

The meeting closed at 7.45pm.

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

Minutes of Policy & Finance Committee

Meeting Date: Tuesday, 19 June 2018 starting at 6.30pm
Present: Councillor K Hind (Chairman)

Councillors:

J Alcock	G Mirfin
S Atkinson	J Rogerson
S Bibby	I Sayers
M French	D T Smith
S Hirst	R Swarbrick
A Knox	

In attendance: Chief Executive, Director of Resources, Director of Community Services, Head of Financial Services, Head of Regeneration and Housing and the ICT Manager.

Also in attendance: Councillor M Fenton.

98 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillors R Bennett, A Brown and T Hill.

99 MINUTES

The minutes of the meeting held on 20 March 2018 and the Sub-Committee meeting held on 10 April 2018 were approved as a correct record and signed by the Chairman.

100 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

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

101 PUBLIC PARTICIPATION

There was no public participation.

102 APPOINTMENT OF WORKING GROUPS 2018/2019

The Chief Executive submitted a report for the appointment of Members to any working groups under the remit of the Policy and Finance Committee and to agree their membership. The working groups that currently come under the remit of this Committee are the:

- Communications Working Group
- Market Redevelopment Working Group
- Voluntary Organisation Grant Working Group
- Budget Working Group
- Social Mobility Task and Finish Working Group

It was felt that subject to another item later on the agenda, that the Market Redevelopment Working Group would no longer be required.

RESOLVED: That Committee approve the continuance of the following working groups:

- Communications Working Group – Councillors K Hind, S Hind, G Mirfin, G Geldard and A Knox.
- Voluntary Organisation Grant Working Group – Councillors A Brown, S Hirst, T Hill and M Robinson.
- Budget Working Group – Councillors K Hind, R Swarbrick, S Hirst, S Atkinson, A Brown, J Rogerson and A Knox
- Social Mobility Task and Finish Working Group – Councillors S Bibby, M Fenton, A Knox, G Mirfin and J Rogerson.

103 ICT STRATEGY

The Director of Resources submitted a report seeking Members' approval of a draft ICT Strategy. The Council does not currently have a formal documented ICT strategy in place and at the recent Corporate Peer Challenge this had been raised as an issue and had subsequently been approved in the action plan following the peer challenge.

A draft ICT Strategy was included for Members' consideration. The key principles that had driven the strategy and action plan are business transformation, grow the right people skills and culture, build better tools processes and governance for officers, make better use of data, and improve performance and security. The action plan within the strategy had been produced following input from all Heads of Service and the Corporate Management Team. There were a number of areas that would need to be developed corporately whilst others would require more specific development within services by the relevant system champions. Where highlighted, budgets have already been approved for action or can be undertaken at no cost other than staff time and completed within existing revenue budgets. Where no budget had been approved, these would need to be considered further by service committees and Policy and Finance Committee.

RESOLVED: That Committee approve the new ICT Strategy as appended to the report.

104 PROMOTIONAL WEBSITE

The Director of Resources submitted a report seeking approval from Members of the Council's new promotional website. As part of the work of the Council's Communications Working Group, Members considered that a separate promotional website was needed for the Council. It was agreed that such website should be overarching across all of the Council's other websites and would have more of a signposting function directing visitor traffic to our own sites and also those of other external bodies. The promotional website had been produced using the themes of live, work and play. A demonstration of the website was given for Members' information, and it was explained that there were no additional costs from the creation of the new website.

Members were generally impressed with the new website but pointed out that the strapline needs to be more prominent and the photographs used need to be up to date.

RESOLVED: That Committee approve the new promotional website.

105 REFERENCE FROM COMMUNITY SERVICES COMMITTEE – FIRE PROTECTION WORKS AT LONGRIDGE DEPOT

The Director of Resources submitted a report asking Committee to consider a reference from Community Services Committee with regard to a request for a supplementary estimate of £8,180 for fire protection works at Longridge Depot. As reported to Community Services Committee the Longridge Depot requires significant works to bring it in line with the regulations. It was suggested that the repairs and maintenance earmarked reserve would be the most suitable earmarked reserve to be used.

RESOLVED: That Committee approve the request for the supplementary estimate of £8,180 with the full amount to be financed from the repairs and maintenance earmarked reserve for the fire protection works at Longridge Depot.

106 REFERENCE FROM PERSONNEL COMMITTEE – APPOINT OF FULL TIME PRE-APPLICATION OFFICER

The Director of Resources submitted a report asking Committee to consider a reference from Personnel Committee with regard to a request for a supplementary estimate of £13,020 for the appointment of a full time Pre-Application Officer. This post is currently part time and included on that basis within budget. The pre-application post had been vacant since 18 February 2018 and had been advertised twice and on both occasions the applicants did not meet the required criteria to qualify for interview. It was felt necessary to advertise the post as a full time post to increase the likelihood of attracting the necessary candidates. The increased costs of £13,020 relates to all costs over and above that already budgeted for, for a full financial year.

RESOLVED: That Committee approve the request for the supplementary estimate of £13,020 for a full year with the full amount to be financed from increases in pre-application planning fees. The financial impact for the current year to be brought into the budget calculated based on the start date of the new post holder.

107 CAPITAL SCHEME 2018/2019 – HOOK LIFT VEHICLE REPLACEMENT SCHEME

The Director of Resources submitted a report seeking approval from Members for a new capital programme scheme request for the current financial year. The grounds maintenance section operates a hook lift vehicle which has in the past been considered for replacement as part of the capital programme bidding rounds. Due to the inability to fund all prospective bids submitted as part of the capital programme bidding rounds, this vehicle replacement was not progressed with a view to examining alternative ways of working in order to remove the need for the vehicle. It had since been identified by the Head of Service that it was not possible to implement alternate ways of working that eliminate the need for the replacement vehicle as it is a bespoke vehicle used for delivering the grounds

maintenance programme at the Cemetery and on other sites around the borough. The capital scheme request proposes that the vehicle is replaced with a like for like vehicle at an estimated cost of £50,000 and it was proposed to finance this cost using the resources from the business rates growth earmarked reserve.

RESOLVED: That Committee approve the capital scheme request of £50,000 for the hook lift vehicle replacement scheme and for this to be financed from the business rates growth earmarked reserve.

108 FIRE PROTECTION WORKS REQUIRED AFTER FIRE RISK ASSESSMENTS

The Director of Community Services submitted a report informing Committee of the remedial works required after recent fire risk assessments at the over 60s club in Longridge. The building requires significant works to bring it in line with the regulations as failure to comply could result in a fine and/or incarceration. Responsibility for the Longridge over 60s club falls under Policy and Finance Committee and the statutory works required were detailed at a cost of £7,140.

RESOLVED: That Committee approve

1. the carrying out of the fire protection works as listed in the report; and
2. the request for the supplementary estimate of £7,140 with the full amount to be financed from the repairs and maintenance earmarked reserve.

109 REVIEW OF 2015-2019 CORPORATE STRATEGY

The Director of Resources submitted a report to review the Council's Corporate Strategy 2015-2019. The Corporate Strategy sets out the strategic direction of the Council for the period 2015 to 2019 providing a focus to ensure that the services we deliver meet the needs of our communities. The strategy has a four year scope but is reviewed annually to ensure that it continues to reflect the changes to our priorities that occur over time. Following the local elections taking place in May 2019, a new strategy will be developed with a four year lifespan covering 2019 to 2023. Changes had been made to the previous strategy to reflect the 2018 perception survey results.

RESOLVED: That Committee approve the updated Corporate Strategy.

110 GDPR IMPLEMENTATION PROGRESS REPORT AND DATA PROTECTION POLICY

The Director of Resources submitted a report providing Members with details of the progress being made in the implementation of the requirements under GDPR and also to seek the associated approval of the Council's new Data Protection Policy. The Data Protection Act 1998 had now been superseded by the EU General Data Protection Regulation (GDPR) which introduces tougher fines for non-compliance and breaches and gives people more say over what companies can do with their data. GDPR had been reported to the Accounts and Audit Committee for discussion and consideration around governance issues.

It was reported that a large amount of detailed work had been undertaken across the Council and its services in preparation for the application of GDPR from 25 May 2018 and that there would be much ongoing monitoring and training work that would continue to take place. A summary of the progress was given which included work under the following:

- Awareness;
- Information the Council Holds;
- Communicating Privacy Information;
- Individuals' Rights;
- Subject Access Requests;
- Legal Basis for Processing;
- Consent;
- Children;
- Data Breaches:
- Data Protection by Design/Data Protection Impact Assessments;
- Data Protection Officer; and
- International.

As part of the compliance work with the GDPR a full review of the Data Protection Policy had taken place and had essentially been re-written.

With regard to the Data Protection Officer, following consideration by the Corporate Management Team, it had been agreed that the Data Protection Officer role would remain with the ICT Manager. Some Members expressed concern about this and asked that it be kept under review.

RESOLVED: That Committee approve the new Data Protection Policy as attached to the report.

111 CAPITAL OUTTURN 2017/18

The Director of Resources submitted a report to review the final outturn of the 2017/18 Capital Programme for this Committee and to seek Member approval for the slippage of some capital scheme budgets from the 2017/18 financial year to the 2018/19 financial year.

The Capital Programme for this Committee consisted of 9 schemes totalling £102,700. This however had been amended at revised estimate stage which left 8 schemes totalling £147,700. Actual expenditure to date was £72,272. Five of the 8 schemes in the revised estimate capital programme were completed in year and there were no overspends against the budget set for 4 of the completed schemes. Three schemes were not completed in year which included the replacement server for Revenues and Benefits, new telephone system and part of the Civic Suite upgrade.

RESOLVED: That Committee approve the slippage of the budget in to the 2018/19 financial year of £86,140 for the 3 schemes outlined.

112 UPDATE ON THE CONSULTATION PARTNERSHIP – INFUSION RESEARCH

The Director of Resources submitted a report for Committee's information on the change of approach to the Council's consultation and research requirements, following notification that the Infusion Research service had been withdrawn by Blackpool Council. The running of smaller surveys would continue to be carried out by ourselves with the IT Section hosting on-line surveys. We would continue however to require occasional help and advice, especially with larger more complex surveys and reports and will therefore retain a consultation budget of £6,500 to be used for corporate consultation requirements.

RESOLVED: That the report be noted.

113 PERCEPTION SURVEY 2018

The Director of Resources submitted a report informing Committee of the results of the Perception Survey 2018. This survey is an important indicator of how our residents feel about public services in the Ribble Valley and it was felt that opportunity should be taken to make the most of the data available and the chance to link the findings to our decision-making processes and strategic planning.

RESOLVED: That the report be noted.

114 OVERALL CAPITAL OUTTURN 2018/19

The Director of Resources submitted a report for Committee's information with details of the Capital Programme outturn for all Committees for the 2017/18 financial year.

During the year the Council had spent £723,401 of the 24 schemes in the revised capital programme; 12 had been completed, 5 were in progress, 4 had no expenditure on them and the budget slippage into 2018/19 had been requested totalling £551,090.

Details of all the schemes were included in the report for Committee's information.

RESOLVED: That the report be noted.

115 OVERALL REVENUE OUTTURN 2017/18

The Director of Resources submitted a report for Committee's information on the overall Revenue Outturn for the year ended 31 March 2018. The report outlined the final outturn position compared to the revised estimate; Committee variances; earmarked reserves; general fund balances; business rates; and the collection fund.

The final outturn of a deficit of £183,000 means that we have taken £100,000 less from general fund balances than was estimated when the revised estimates were prepared.

There had also been £299,000 more added to earmarked reserves than forecast at revised estimate.

RESOLVED: That the report be noted.

116 REVENUES AND BENEFITS GENERAL REPORT

Committee considered a report which covered the following:

- National Non-Domestic Rates (NNDR);
- Council Tax;
- Sundry Debtors;
- Housing Benefit and Council Tax Support Performance;
- Housing Benefit Overpayments.

RESOLVED: That the report be noted.

117 TREASURY MANAGEMENT ACTIVITIES 2017/18

The Director of Resources submitted a report for Committee's information on the 2017/18 Treasury Management operations. The report outlined the following topics:

- Borrowing requirements;
- Investments;
- Prudential Indicators;
- Local Government Bonds Agency.

RESOLVED: That the report be noted.

118 TREASURY MANAGEMENT MONITORING 2018/19

The Director of Resources submitted a report for Committee's information on the Treasury Management activities for the period 1 April 2018 to 31 May 2018. The report outlined the following topics:

- Public Works Loan Board;
- Borrowing Requirements;
- Temporary Investments;
- Prudential Indicators;
- Local Government Bonds Agency;
- Approved Organisations;
- Recent Events; and
- Exposure to Risk.

RESOLVED: That the report be noted.

119 REGULATION OF INVESTIGATORY POWERS ACT 2000 (RIPA)

The Council's Solicitor submitted a report for Committee's information upon the Council's use of its powers under the Regulation of Investigatory Powers Act 2000. There had been no use in the last 6 months.

RESOLVED: That the report be noted.

120 REPRESENTATIVES ON OUTSIDE BODIES 2018/19

The Chief Executive submitted a report informing Members of the Outside Bodies that are under the remit of the Policy and Finance Committee and their membership.

RESOLVED: That the report be noted.

121 PARTNERSHIP WORKING UPDATE

The Chief Executive submitted a report providing Committee with an update on progress against the Community Strategy for Ribble Valley which was adopted in October 2014 and the work of the partnership team. The report gave a summary of the actions carried out over the past 2 years by the Partnership Officers as well as a summary of the actions currently being deployed in association with the town centre youth issues and a summary of the community strategy actions.

RESOLVED: That the report be noted.

122 COMMUNICATIONS WORKING GROUP

Committee received the minutes of the Communications Working Group meetings held on 29 August 2017, 26 September 2017, 6 November 2017, 18 December 2017, 19 February 2018 and 20 March 2018

123 EXCLUSION OF PRESS AND PUBLIC

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

124 DEPARTMENTAL RESTRUCTURING

The Chief Executive submitted a report asking Committee to agree changes to the Council's departmental restructure following the successful recruitment to the post of Director of Economic Development and Planning who will start her employment with the Council on 6 August 2018. It was proposed to transfer the Head of Planning Services and his staff from the Community Services Department to the new Economic Development and Planning Department and the Head of Regeneration and Housing and his staff from the Chief Executive's Department to the New Economic Development and Planning Department.

It was recommended that any decisions on tourism and planning enforcement, as well as the physical location of staff would be considered once the new Director had taken up post.

Other changes required would be to the Constitution, a Delegation Scheme, Lead Officers of Committees and stationery and signage etc.

Councillor Fenton was given permission to speak on this item and suggested that a Town Centre Manager to look after Clitheroe, Longridge and Whalley, might be included at some stage.

RESOLVED: That Committee agree to the changes to the Council's Departmental Structure as outlined in the report.

125 LOCAL TAXATION WRITE-OFFS

Committee considered a report asking them to approve writing off Housing Benefit debt where it has not been possible to collect the amount due.

RESOLVED: That Committee approve the writing-off of £1,222.90 of Housing Benefit debt where it had not been possible to collect the amount due.

126 ESTATE MATTERS – CLITHEROE JOB CENTRE

The Chief Executive submitted a report asking Committee to consider granting an extended Licence for the Clitheroe Job Centre. He reminded Committee that the Clitheroe Job Centre had successfully relocated into the Council Offices in October 2016 for an initial Licence period of 18 months.

The Department for Work and Pensions had now indicated their wish to extend the Licence period to 10 years with a 5 yearly break clause.

RESOLVED: That Committee agree to extend the Licence to the DWP Job Centre to 10 years.

127 ESTATE MATTERS – POTENTIAL LICENCE FOR THE USE OF THE FORMER PHYSIOTHERAPY CENTRE

The Chief Executive submitted a report asking Committee to consider a request from the Foundation for Ribble Valley Families to rent the former Clitheroe Physiotherapy Centre.

The building was currently unoccupied and was likely to be demolished if the market re-development scheme goes ahead. However in the meantime it was felt that the building could be let for an initial period of 6 months and thereafter on a week by week basis at the Council's discretion.

RESOLVED: That Committee confirm the offer to the Foundation for Ribble Valley Families to use the former physiotherapy centre on the terms set out in the report, but it be stressed that this is only for a temporary period.

128 RE-DEVELOPMENT OF CLITHEROE MARKET SITE – UPDATE

The Chief Executive submitted a report giving Members an update on the market area redevelopment project and asking them to agree actions to progress a development scheme.

In order to progress the scheme, Members were now asked to consider the submitted proposal in the context of the previously agreed requirements such that it can be moved to the next stage. The next stage would include the scheme being financially appraised and the Heads of Terms and Development

Agreement negotiated before being brought back to Committee to consider whether they wished to formally enter into a development agreement with Barnfield Construction.

Members discussed the scheme and felt it was time to move forward with the design concept outlined although not all Members were in agreement with this.

RESOLVED: That Committee

- Note 1:**
- 1. approve the scheme as now proposed in principle for it to move to the next stage;**
 - 2. agree that Heads of Terms, a Development Agreement and Financial Appraisal be prepared based upon the scheme as now presented and reported back to this Committee for consideration; and**
 - 3. delegate to the Chief Executive, in consultation with the Chairman and Vice-Chairman of this Committee, a strategy for publicising the scheme as it develops.**

129 ANTI-RANSOMWARE AND ANTI-VIRUS SOFTWARE

The Director of Resources submitted a report for Committee's information on the considerations that had taken place through Corporate Management Team with regard to Ransomware and the current anti-virus software.

The Council's previous contract for the provision of anti-virus software had expired and an alternative provider had been sourced rather than continuing with the current provider. As a result of the same discussions it had also been agreed to strengthen the resilience to Ransomware.

These changes would increase the annual costs by £2,500 and would be met from the ICT renewals earmarked reserve for the current financial year.

RESOLVED: That the report be noted.

The meeting closed at 8.20pm.

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

- 1. This decision was subject to the Call-in Procedure – see minutes of the Emergency Committee.**

Minutes of Parish Councils' Liaison Committee

Meeting Date: Thursday, 21 June 2018, starting at 6.30pm
Present: (Chairman)

Councillors:

P Ainsworth	M Robinson
P Dobson	G Scott
P Dowson	R Sherras
L Graves	D Taylor
B Hilton	

Parish Representatives:

P Tyson	Aughton Bailey & Chaigley
S McGregor	Barrow
T Austin	Billington & Langho
E Twist	Bolton-by-Bowland, Gisburn Forest & Sawley
R Carr	Bowland Forest (Higher)
P Brown	Chipping
P Robinson	Clitheroe
M Fenton	Clitheroe
J Parry	Hothersall
R Beecham	Longridge
M Everett	Longridge
J Bennett	Newton-in-Bowland
A Steer	Osbaldeston
S Rosthorn	Paythorne & Newsholme
S Bridge	Read
I Sayers	Ribchester
R Whittaker	Rimington & Middop
T Perry	Rimington & Middop
J Shorter	Sabden
A Haworth	Sabden
G Meloy	Simonstone
R Hirst	Simonstone
K Hodson	Slaidburn & Easington
H D Parker	Waddington
J Hilton	Waddington
R Chew	West Bradford
J Bremner	Wilpshire
S Stanley	Wiswell
M Robinson	Wiswell

In attendance: Chief Executive and Head of Environmental Health Services.

Also in attendance: Chief Inspector Jameel Murtza, Inspector Andy Winter (Lancashire Police) and County Councillor Paul Rigby (Parish Champion).

130 APPOINTMENT OF CHAIRMAN FOR 2018/19

RESOLVED: That Parish Councillor David Peat (Simonstone) be appointed as Chairman for this Committee for 2018/19.

131 APPOINTMENT OF VICE-CHAIRMAN FOR 2018/19

RESOLVED: That Councillor Doreen Taylor be appointed as Vice-Chairman for this Committee for 2018/19.

132 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Borough Councillors J Holgate, D Smith and R Swarbrick and from the following Parish Representatives:

A Schofield	Clayton-le-Dale
E Pickup	Clayton-le-Dale
J Turner	Dinckley
R Assheton	Downham
D Waters	Gisburn
J Brown	Whalley
M Highton	Whalley

133 MINUTES

The minutes of the meeting held on 22 March 2018 were approved as a correct record and signed by the Chairman.

134 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

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

135 MATTERS ARISING

There were no matters arising from the last minutes.

136 REVIEW OF DOG INITIATIVES OVER THE LAST 2 YEARS

The Chief Executive submitted a report updating the Committee on initiatives that had been held over the last 2 years.

The Head of Environmental Health Services made a plea to the Parishes to support the Borough Council in its initiatives with regard to responsible dog ownership and dog fouling issues that cause concern throughout the borough.

She reminded Parishes that there was a limited supply of dog waste bags available free for Parish Councils should they feel they are needed in their Parish to distribute to local dog walkers, and also that working in partnership with the

Dogs' Trust, a large amount of promotion had taken place which had unfortunately had no uptake from the Parishes to date.

She also informed the Parishes that at Community Services Committee in March 2018, a decision had been taken to approve the practice of depositing dog waste into litter bins for the entire borough and its collection by refuse vehicles.

Several Parishes asked questions with regard to the Dog Warden service as well as the system for using Fixed Penalty Notices and prosecutions.

RESOLVED: That the report be noted.

137 PRESENTATION BY LANCASHIRE POLICE

Chief Inspector Murtza gave an overview of the Police service in the Ribble Valley area and the good work that they do in responding to high risk and vulnerable areas.

He informed the Parishes that a review of the core services had taken place which was not about saving money but about realigning resources in order to meet demand in the right places. Feedback from both Police Officers and members of the public had been taken into account.

There had been a reconfiguration of the Control Room which would hopefully mean 101 calls would be answered quicker, with call takers, dispatchers and responders being part of the same team. This would enable them to respond more effectively, target offenders and protect the most vulnerable people. There had been no reduction of neighbourhood policing in the Ribble Valley but an increase of 3 officers.

Inspector Winter informed the Parishes that there were 2 Sergeants based in the Ribble Valley with a hybrid function of beat bodies and the response function for 999 calls. There were 15 Police Officers in 3 teams of 5 as well as 9 PCSOs and an Early Action Officer.

Recent operations that had taken place included a CanSafe operation working with Trading Standards and Children's Services to tackle anti-social behaviour, drugs and alcohol in young people; a drugs operation where dogs had been taken into all licensed premises in Clitheroe and Whalley.

Additional resources were currently being put into Longridge as a priority at the weekends because of anti-social behaviour and a specialist vehicle had been commissioned to tackle wildlife crime.

Questions were asked with regard to drug related activity on hotspots, response times, attendance at Parish Council meetings and the transfer of intelligence in order for the Parishes to help.

RESOLVED: That Chief Inspector Murtza and Inspector Winter be thanked for attending the meeting.

138

WORLD WAR 1 COMMEMORATIONS

Councillor Jim White the Borough Council's Armed Forces Champion attended the meeting to talk to the Parishes about the forthcoming World War 1 Commemorations. He asked that Parishes inform him of any events that were taking place above and beyond the normal Remembrance Day Commemorations so that he could include it in his report to the Borough Council and the Armed Forces Covenant.

He gave a brief description of the events happening in the Parishes that he was already aware of.

RESOLVED: That the report be noted.

139

MATTERS BROUGHT FORWARD BY PARISH COUNCILS

Sabden Parish Council raised the issue of the proposed closure of the A59 during the construction of the roundabout at the Pendle Road/Sabden Road junction. The Chief Executive gave a brief update on the proposed start of the works and how the road closures and diversions would work.

It was anticipated that the work would take approximately 6 months and Lancashire County Council would soon be confirming the arrangements. He also reminded the Parishes that this roundabout had been sought after for more than 20 years and could not be carried out without some disruption.

The meeting closed at 7.50pm.

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

Minutes of Emergency Committee

Meeting Date: Thursday, 28 June 2018 starting at 1.30pm
Present: Councillor K Hind (Chairman)

Councillors:

S Atkinson
A Knox
R Swarbrick

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

Also in attendance: Councillor M Fenton.

140

CALL-IN OF AGENDA ITEM 28 POLICY AND FINANCE COMMITTEE MEETING 19 JUNE 2018

The Chief Executive submitted a report explaining that he had convened the Emergency Committee because a call-in had been made. The call-in procedure has the effect of suspending the implementation of the Policy and Finance Committee's decision until the matter has been considered by Council, or the Emergency Committee has met to consider whether to override the call-in. The power of the Emergency Committee to override the call-in procedure can only be exercised by a unanimous decision of the Emergency Committee and where in their view it is necessary to protect the interests of the Council that the original decision be implemented without delay.

The reason why the decision taken at the Council's Policy and Finance Committee on 19 June 2018 regarding the redevelopment of Clitheroe Market had been called-in was set out in the report.

The Committee discussed the reasons given in the call-in Notice and asked a number of questions regarding the membership of the Market Working Group and its powers. The Chief Executive confirmed that Working Groups can only make recommendations to Committees and that the final decisions rest with Committees.

RESOLVED: That Committee do not agree to override the call-in of the decision relating to agenda item 28 Policy and Finance Committee meeting on 19 June 2018 and that the issue be considered at the Council meeting on 10 July 2018.

The meeting closed at 1.55pm.

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

Minutes of Planning and Development Committee

Meeting Date: Thursday, 28 June 2018 starting at 6.30pm
Present: Councillor A Brown (Chairman)

Councillors:

S Atkinson	S Knox
I Brown	J Rogerson
S Brunskill	R Sherras
P Dowson	R Swarbrick
M French	D Taylor
G Geldard	N Walsh
S Hind	

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

141 APOLOGIES

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

142 MINUTES

The minutes of the meeting held on 24 May 2018 were approved as a correct record and signed by the Chairman.

A question was asked regarding CIL.

143 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

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

144 PUBLIC PARTICIPATION

There was no public participation.

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

1. APPLICATION NO: 3/2018/0300/P
GRID REF: SD 370274 436468

DEVELOPMENT DESCRIPTION:

TWO-STOREY EXTENSION OF EXISTING OFFICE BUILDING AT THE CONFERENCE CENTRE OFFICES GLENEAGLES DRIVE BROCKHALL VILLAGE BB6 8AY

WITHDRAWN FROM AGENDA

2. APPLICATION REF: 3/2018/0368
GRID REF: SD 370369 443568

DEVELOPMENT DESCRIPTION:

APPLICATION FOR THE VARIATION OF CONDITIONS 3 AND 4 FROM PLANNING PERMISSION 3/2016/0243 TO VARY THE HOURS OF OPERATION AND TO ALLOW 40 WEDDINGS PER YEAR AT THE OUT BARN, CLOUGH BOTTOMS.

APPROVED subject to the following conditions:

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

REASON: 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. The permission shall relate to the development as shown on the following drawings:

BACK/01b Dwg 01
BACK/01b Dwg 01

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

3. The D2 element of the mixed use hereby approved shall not exceed 40 weddings/events per calendar year. 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: For the avoidance of doubt to ensure there is no ambiguity in the decision notice over what amount of development has been approved.

4. The mixed use venue hereby approved shall only operate between the hours of 08:00 – 22:00 Monday and Tuesday inclusive, and between 08:00 – 01:00 (the following morning) on Wednesday to Sunday inclusive.

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. The development hereby approved shall be carried out in complete accordance with the mitigation measures detailed/recommended within Section 8 of the submitted Noise Impact Assessment reference 340HB.

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

6. No training events (D1 use) and functions (D2 use) shall take place on the same day.

REASON: To reduce traffic conflict on the adjacent highways and in the interest of highway safety in accordance with Policies DMG1 and DMG3 of the Ribble Valley Core Strategy.

7. The internal one-way system approved under discharge of condition 3/2017/0367 shall be retained as approved and adhered to hereafter unless otherwise agreed in writing with the Local Planning Authority.

REASON: To reduce traffic conflict on the adjacent highways and in the interest of highway safety in accordance with Policies DMG1 and DMG3 of the Ribble Valley Core Strategy.

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

3. APPLICATION REF: 3/2017/0653
GRID REF: SD 375227 443018

DEVELOPMENT DESCRIPTION:

ERECTION OF 30 DWELLINGS WITH ASSOCIATED ACCESS, LANDSCAPING AND OPEN SPACE. LAND AT CHATBURN ROAD, CLITHEROE BB7 2EQ

The Head of Planning Services reported upon further negotiations which had taken place which resulted in amendments to several conditions.

DEFERRED and DELEGATED to the Director of Community Services for approval following the satisfactory completion of a Legal Agreement and further work to be undertaken in respect of drainage matters , within 3 months from the date of this Committee meeting or delegated to the Director of Community Services in conjunction with the Chairperson and Vice Chairperson of Planning and Development Committee should exceptional circumstances exist beyond the period of 3 months and subject to the following conditions:

Timings and Commencement

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 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.

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:

- Location Plan - ref. 016/P/2
- Site Layout Plan - ref. 016/0/01A

- Affordable Housing Layout - ref. 016/0/03
- Ennerdale House Type - ref. 016/ENN/P01 & P02A
- Bowfell House Type - ref. 016/BOW/P01 & P02A
- Bowfell Plot 30 House Type - ref. 016/BOW/P02-P30A
- Grizedale House Type - ref. 016/GRIZ/P01 & P02A
- Grizedale House Plots 1 and 2 House Type - ref. 016/GRIZ/P02-P1-P2A
- Grasmere House Type - ref. 016/GRA/P01 & P02A
- Lowther House Type - ref. 016/LOW/P01A
- Rothay House Type - ref. 016/ROTH/P01 & P02A
- Kirkstone House Type - ref. 016/KIRK/P01 and P02A
- Thirlmere House Type - ref. 016/THIRL/P01 & P02A
- Thirlmere Plot 28 House Type - ref. 016/THIRL/P02-P28A
- Wasdale House Type - ref. 016/WAS/P01 & P02A
- Wasdale Plot 26 House Type - ref. 016/WAS/P02-P29A
- Site Sections and Street Scenes - ref.016/02/01A
- Materials Plan - ref. 016/MF/01A
- Materials Specification - ref. 016/RevB
- Fencing Layout - ref. 016/F/01C
- Fencing Details - ref. SD-FT-01
- Fencing Details - ref. SD-FT-02
- Wall and Fencing Details - ref. SD-SW-03
- Landscaping Details - ref. C-981-04 Rev E
- Landscaping Details - ref. C-981-05 Rev E
- Tree Removal and Protection Plan - ref. c-981-06
- Site Access Arrangements - ref. J266/Access/Fig 1
- Road Layout General Arrangement - ref. 18376/100B
- Road Contour Layout - ref. 18376/101B
- Road Long Sections - ref. 18376/720
- Road Standard Details - ref. 18376-730
- Drainage Layout General Arrangement - ref. 18376/500B
- Drainage Details - ref. 18376-530 and 18376-531
- Drainage Long Sections - ref. 18376/510
- Footbridge Detail - ref. 016/P/03
- Construction Phase Management Plan - ref. 016//01 Rev B
- Phasing Plan - ref. 016/0/02

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

Matters of Design

3. Precise specifications or samples of all external surfaces, including surfacing materials including details of the glazing and windows/door framing 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 detailed design of the proposal is appropriate to the locality in accordance with Policy DMG1 of the Ribble Valley Core Strategy.

Landscape and Ecology

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

REASON: To ensure the proposal is satisfactorily landscaped and appropriate to the locality in accordance with Policy DMG1 of the Ribble Valley Core Strategy.

5. The development hereby permitted and delivery of the proposed public open space shall be carried out in accordance with the Phasing Plan ref. 016/0/02 received on 21 June 2018, unless any variation to this is otherwise previously agreed in writing by the Local Planning Authority.

REASON: To ensure the proposed landscaping/public open space is provided on a phased basis to ensure that adequate usable public open space is provided for residents of the development in accordance Policy DMG1 of the Ribble Valley Core Strategy.

6. No development shall commence including any site preparation, demolition, scrub/ hedgerow clearance or tree works until the measures to protect the trees and hedgerow identified in the approved Tree Survey Report and shown on the Tree Removal and Protection Plan Drwg. c-981-06 have been carried out in accordance with BS5837 (2012): 'Trees in Relation to Construction'. Such fencing shall be erected in its entirety prior to any other operations taking place on the site. This fencing should not be breached or removed during development. Furthermore within the areas so fenced the existing ground level shall be neither raised nor lowered and there shall be no development or development-related activity of any description including the deposit of spoil or the storage of materials unless expressly agreed by the Local Planning Authority.

REASON: To protect trees/hedging of landscape and visual amenity value on and adjacent to the site or those likely to be affected by the proposed development in accordance with Policies DMG1 and DME2 of the Ribble Valley Core Strategy.

Drainage and Flooding

7. The development permitted by this planning permission shall only be carried out in accordance with the approved Flood Risk Assessment (FRA) by Thomas Consulting (ref. P4558 Rev 2 20/05/15) and the approved supplementary FRA by CTC Consulting (ref. 2016-C-116) and the mitigation measures detailed within them. No development should take place in Flood Zone 3 or Flood Zone 2. All development should be restricted to Flood Zone 1. The mitigation measures shall be fully implemented prior to occupation and

subsequently in accordance with the timing / phasing arrangements embodied within the scheme, or within any other period as may subsequently be agreed, in writing, by the local planning authority.

REASON: To ensure the proposed development and future occupants are not at an unacceptable risk of flooding in accordance with Policy DME6 of the Ribble Valley Core Strategy.

8. Foul and surface water shall be drained on separate systems.

REASON: To secure proper drainage and to manage the risk of flooding and pollution in accordance with Policy DME6 of the Ribble Valley Core Strategy.

9. The development permitted by this planning permission shall be carried out in accordance with the approved surface water drainage scheme of February 2018 by CTC Infrastructure Limited and construction phase management plan ref. 016/CMS/01 Rev B dated May 2017. The scheme shall be fully implemented prior to occupation and in accordance with the timing / phasing arrangements embodied within the scheme, or within any other period as may subsequently be agreed, in writing, by the local planning authority in consultation with the lead local flood authority. The scheme shall thereafter be managed and maintained in accordance with the approved surface water management and maintenance plan of June 2018 by Redford Consulting Engineers Limited.

REASON: To promote sustainable development, secure proper drainage and to manage the risk of flooding and pollution. This condition is imposed in light of policies within the NPPF and NPPG and to ensure the development is in accordance with Policy DME6 of the Ribble Valley Core Strategy.

Highways

10. No dwelling shall be occupied until the site access and estate road has been constructed to at least base course level in accordance with the approved details.

REASON: In order that the traffic generated by the development does not exacerbate unsatisfactory highway conditions in advance of the completion of the highway works in accordance with Policies DMG1 and DMG3 of the Ribble Valley Core Strategy.

11. Prior to occupation of the first dwelling a scheme showing provision of electrical power supply facilities for electrical motor vehicles shall be submitted to and approved by the LPA.

REASON: To ensure that provision is made for electrical powered cars and to support sustainable travel in accordance with Key Statement DMI2 and Policy DMG3 of the Core Strategy.

Further Control over Development

12. The development hereby permitted shall be carried out in accordance with the Construction Management Plan received on 20th June 2018, unless any

variation to this is otherwise previously agreed in writing by the Local Planning Authority.

REASON: In the interests of protecting residential amenity from noise and disturbance and to ensure the safe operation of the Highway in accordance with Policies DMG1 and DMG3 of the Ribble Valley Core Strategy.

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

4. APPLICATION REF: 3/2018/0019
GRID REF: SD 374856 434434

DEVELOPMENT DESCRIPTION:

CHANGE OF USE OF AGRICULTURAL LAND TO D2 (ASSEMBLY AND LEISURE); CONSTRUCTION OF A NEW SPORTS CHANGING ROOM FACILITY INCLUDING SHOWERS, CHANGING ROOMS AND ASSOCIATED CAR PARKING WITH NEW INCLUSIVE ACCESS ROAD AND DEVELOPMENT OF THE SURROUNDING FIELDS TO FORM THREE FULL SIZE FOOTBALL PITCHES AND TWO UNDERSIZED TRAINING PITCHES AT LAND OFF WHALLEY ROAD, READ

The Head of Planning Services reported that the lead flood authority had removed part of their objections.

DEFERRED and DELEGATED to the Director of Community Services for approval subject to no objection being received from the LLFA, within 3 months from the date of this Committee meeting or delegated to the Director of Community Services in conjunction with the Chairperson and Vice Chairperson of Planning and Development Committee should exceptional circumstances exist beyond the period of 3 months and subject to the following conditions:

Time Limit

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

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

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:

16.136 001
16.136 002 Rev M (amended plan received 14/05/18)
16.136 005 Rev D
16.136 006 Rev D (amended plan received 25/04/18)
16.136 008 Rev A (amended plan received 25/04/18)

16.136 009 Rev A (amended plan received 16/05/18)
16.136 010 Rev A (amended plan received 16/05/18)

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

Materials

3. Notwithstanding the submitted details and the requirements of condition 2 of this approval, precise specifications or samples of all materials to be used on the external surfaces of the building hereby approved, including details of their colour and texture, 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.

Use

4. The training facilities and associated building hereby approved shall only be used between the hours of 08:00-17:00 on any day.

REASON: In order to prevent nuisance arising in accordance with Policy DMG1 of the Ribble Valley Core Strategy.

5. The training facilities and associated building hereby approved shall solely be for the use of Accrington Stanley Football Club and shall not be used as a community facility or for public use.

REASON: For the avoidance of doubt and to safeguard residential amenity and highway amenity and to comply with policy DMG1 of the Ribble Valley Core Strategy.

6. No external lighting shall be installed on the changing room building hereby approved, or elsewhere on the site, without the prior written approval of the Local Planning Authority. Details of any such lighting shall be first submitted to and approved in writing by the Local Planning Authority prior to its installation and shall include details of how any external lighting shall be effectively screened from the view of drivers on the adjoining public highway. The approved details shall thereafter be fully implemented.

REASON: In order to ensure a satisfactory appearance in the interests of visual amenity, to prevent nuisance arising and to avoid glare, dazzle or distraction to passing motorists in accordance with Policy DMG1 and DMG3 of the Ribble Valley Core Strategy.

7. No new fencing, other than the stone wall and gates detailed on approved drawing 16.136 010 Rev A (amended plan received 16/05/18), shall be installed on the site without the prior written approval of the Local Planning Authority. Details of any new fencing shall be first submitted to and approved in writing by the Local Planning Authority prior to its installation. The approved details shall thereafter be fully implemented.

REASON: In order to ensure a satisfactory appearance in the interests of visual amenity in accordance with Policy DMG1 of the Ribble Valley Core Strategy.

Landscape, Ecology and Trees

8. Prior to commencement of any site works including delivery of building materials and excavations for foundations or services, all the existing/retained trees and hedging shown on drawing 16.136 002 Rev M (amended plan received 14/05/18) shall have been enclosed with temporary protective fencing in accordance with BS5837:2012 [Trees in Relation to Demolition, Design & Construction] which is to be inspected on site by the Local Planning Authority. The fencing shall be retained during the period of construction and no work, excavation, tipping, or stacking/storage of materials shall take place within such protective fencing during the construction period.

REASON: To ensure that existing trees are adequately protected during construction in the interests of the visual amenity of the area in accordance with Policy DME1 of the Ribble Valley Core Strategy.

9. Prior to the use hereby permitted becoming operative, a landscape management plan including long term design objectives, timing of the works, management responsibilities and maintenance schedules for all landscaped areas shall be submitted to and approved in writing by the Local Planning Authority.

REASON: To ensure the proper long-term management and maintenance of the landscaped areas in the interests of visual amenity and biodiversity enhancement, in accordance with Key Policy DMG1 and DME3 of the Ribble Valley Core Strategy.

10. No clearance of any vegetation in preparation for or during the course of development shall take place during the bird breeding season (March - August inclusive) unless an ecological survey has first been submitted to and approved in writing by the Local Planning Authority which demonstrates that the vegetation to be cleared is not utilised for bird nesting. Should the survey reveal the presence of any nesting species, then no clearance of any vegetation shall take place during the bird breeding season until a methodology for protecting nest sites during the course of the development has been submitted to and approved in writing by the Local Planning Authority. Nest site protection shall thereafter be provided in accordance with the duly approved methodology.

REASON: To ensure that there are no adverse effects on the favourable conservation status of birds and to protect the bird population from damaging activities and reduce or remove the impact of development in accordance with Key Statement EN4 and Policies DMG1 and DME3 of the Ribble Valley Core Strategy.

11. Notwithstanding the submitted details, no development, including any site preparation, demolition, scrub/hedgerow clearance or tree works/removal shall commence or be undertaken on site place until a detailed method

statement for the removal or long-term management/eradication of Himalayan Balsam on the site has been submitted to and approved in writing by the Local Planning Authority. The method statement shall include proposed measures to prevent the spread of Himalayan Balsam during any operations such as mowing, strimming or soil movement. It shall also contain measures to ensure that any soils brought to the site are free of the seeds/ root / stem of any invasive plant covered under the Wildlife and Countryside Act 1981. Development shall thereafter proceed in strict accordance with the duly approved method statement.

REASON: Himalayan Balsam is an invasive plants, the spread of which is prohibited under the Wildlife and Countryside Act 1981. Without measures to prevent its spread as a result of the development there would be the risk of an offence being committed and avoidable harm to the environment.

12. The landscaping scheme shown on approved drawing 16.136 002 Rev M (amended plan received 14/05/18) and as detailed within the document titled "Landscape Context and Landscape Planting proposals" shall be implemented within the first planting season of the development being brought into use. The areas which are landscaped shall be retained as landscaped areas thereafter. Any trees or shrubs removed, dying, being severely damaged or becoming seriously diseased within three years of planting shall be replaced by trees or shrubs of similar size and species to those originally required to be planted.

REASON: To ensure the proposed landscaped areas are provided in accordance with Policy DME1 of the Ribble Valley Core Strategy.

13. No development, including any site preparation, demolition, scrub/hedgerow clearance or tree works/removal shall commence or be undertaken on site until details of the provisions to be made for building dependent species of conservation concern, artificial bird nesting boxes and artificial bat roosting sites have been submitted to, and approved in writing by the Local Planning Authority.

For the avoidance of doubt the details shall be submitted on a building dependent bird/bat species site plan and include details the numbers of artificial bird nesting boxes and artificial bat roosting to be positioned on the building and within retained trees. The details shall also identify the actual wall, roof elevations and trees into which the above provisions shall be incorporated.

The artificial bird/bat boxes shall be incorporated into the building and trees and be made available for use before the use hereby permitted becomes operative and thereafter retained. The development shall be carried out in strict accordance with the approved details.

REASON: In the interests of biodiversity and to enhance nesting/roosting opportunities for species of conservation concern and protected species in accordance with Section 9 of the NPPF, and Key Statement EN4 and Policies DMG1 and DME3 of the Ribble Valley Core Strategy.

14. The development hereby approved shall be carried out in complete accordance with the recommendations and mitigation measures detailed within sections 5.1 – 5.15 of the submitted Ecological Appraisal prepared by Bowland Ecology (June 2018).

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.

15. Prior to the commencement of any development, including site clearance or preparation works associated with this permission, a Method Statement detailing pollution prevention measures to be adopted throughout the construction process to ensure watercourses and waterbodies on and adjacent to the site are adequately protected shall have been submitted to and approved in writing by the Local Planning Authority. The duly approved Method Statement shall be adhered to throughout the construction period.

REASON: In the interests of biodiversity and to prevent pollution in accordance with Key Statement EN4 and Policies DMG1 and DME3 of the Ribble Valley Core Strategy.

Highways

16. Notwithstanding the details shown on the approved plans and the requirements of condition 2 of this permission, within three months of development first taking place details of the proposed surface treatment of all hard surfaced areas shall have been submitted for the written approval of the Local Planning Authority. The approved access and car parking areas shall be provided prior to the use hereby permitted becoming operative in accordance with the approved details and shall be permanently maintained thereafter clear of any obstruction to their designated purpose.

REASON: In order to achieve a satisfactory level of landscaping and provision of adequate off-road parking facilities for the dwellinghouse in the interests of visual amenity and highway safety in accordance with the requirements of Policies DMG1 and DMG3 of the Ribble Valley Core Strategy.

17. Ten percent (10%) of the proposed parking spaces shall have facility of an electrical supply suitable for charging an electric motor vehicle.

REASON: To ensure that provision is made for electric powered cars and to support sustainable methods of travel in accordance with Key Statement DMI2 and Policy DMG3 of the Core Strategy.

18. Prior to work commencing on site a construction management plan shall be submitted to and approved in writing by the local planning authority. The approved statement shall be adhered to throughout the construction period and shall detail how deliveries during construction will be managed and where workers on the site will park during construction.

REASON: In the interests of protecting residential amenity from noise and disturbance and to ensure the safe operation of the Highway during the construction phase of the development in accordance with Policies DMG1 and DMG3 of the Ribble Valley Core Strategy.

19. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 there shall not at any time in connection with the development hereby permitted be erected or planted or allowed to remain upon the land hereinafter defined any building, wall, fence, hedge, tree, shrub or other device over 1m above road level. The visibility splay to be the subject of this condition shall be that land in front of a line drawn from a point 2.4m measured along the centre line of the proposed road/access from the continuation of the nearer edge of the carriageway of Whalley Road to points measured 120m in each direction along the nearer edge of the carriageway of Whalley Road, from the centre line of the access.

REASON: To ensure adequate visibility at the street junction or site access in accordance with Policies DMG1 and DMG3 of the Ribble Valley Core Strategy.

20. The existing access shall be physically and permanently closed and the existing verge/footway and kerbing of the vehicular crossing shall be reinstated in accordance with the Lancashire County Council Specification for Construction of Estate Roads (concurrent with the formation of the new access).

REASON: To limit the number of access points to, and to maintain the proper construction of the highway and remove the likelihood of its use as an informal lay-by in accordance with Policies DMG1 and DMG3 of the Ribble Valley Core Strategy.

21. No part of the development hereby approved shall commence until a scheme for the construction of the site access and the off-site works of highway improvement has been submitted to, and approved by, the Local Planning Authority in consultation with the Highway Authority as part of a section 278 agreement, under the Highways Act 1980.

REASON: In order to satisfy the Local Planning Authority and Highway Authority that the final details of the highway scheme/works are acceptable before work commences on site and to enable all construction traffic to enter and leave the premises in a safe manner without causing a hazard to other road users in accordance with Policies DMG1 and DMG3 of the Ribble Valley Core Strategy.

22. No part of the development hereby approved shall be brought into use occupied until the approved scheme referred to in Conditions 19 and 20 has been constructed and completed in accordance with the scheme details.

REASON: In order that the traffic generated by the development does not exacerbate unsatisfactory highway conditions in advance of the completion of the highway scheme/works in accordance with Policies DMG1 and DMG3 of the Ribble Valley Core Strategy.

23. Prior to the first use of the development hereby permitted, a Travel Plan shall be submitted to, and approved in writing by, the Local Planning Authority in consultation with the Highway Authority. The Business Travel Plan shall be implemented within the timescale set out in the approved plan and will be audited and updated at intervals not greater than 18 months to ensure that the approved Plan is carried out.

REASON: To promote and provide access to sustainable transport options in accordance with Policies DMG1 and DMG3 of the Ribble Valley Core Strategy.

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

REASON: To prevent stones and mud being carried onto the public highway to the detriment of road safety in accordance with Policies DMG1 and DMG3 of the Ribble Valley Core Strategy.

Drainage

25. Foul and surface water shall be drained on separate systems.

REASON: In order to reduce the risk of flooding in accordance with Policy DME6 of the Ribble Valley Core Strategy and the National Planning Policy Framework.

26. Prior to the commencement of any development, a surface water drainage scheme, based on the hierarchy of drainage options in the National Planning Practice Guidance with evidence of an assessment of the site conditions shall be submitted to and approved in writing by the Local Planning Authority.

The surface water drainage scheme must be in accordance with the Non-Statutory Technical Standards for Sustainable Drainage Systems (March 2015) or any subsequent replacement national standards and unless otherwise agreed in writing by the Local Planning Authority, no surface water shall discharge to the public sewerage system either directly or indirectly.

The development shall be completed in accordance with the approved details.

REASON: To promote sustainable development, secure proper drainage and to manage the risk of flooding and pollution in accordance with Policy DME6 of the Ribble Valley Core Strategy and the National Planning Policy Framework.

Archaeology

27. No development, site clearance/preparation or demolition shall commence until the applicant or their agent or successors in title has secure the implementation of a programme of archaeological work in accordance with a

written scheme of investigation, which shall be submitted to, and approved in writing by the Local Planning Authority. This scheme shall comprise an initial phase of site investigation, to include a desk-based and walk-over assessment, geophysical survey and trial trenching, followed by the production of a formal report. If significant remains are detected then a subsequent phase of mitigation works should be designed and agreed with the Local Planning Authority. These works shall be undertaken by an appropriately qualified and experienced professional archaeological contractor and comply with the standards and guidance set out by the Chartered Institute for Archaeologists (CIFA). The development shall be carried out in accordance with these agreed details.

REASON: To ensure and safeguard the investigation of matters of archaeological or historical importance associated with the development in accordance with Policy DME4 of the Ribble Valley Core Strategy.

INFORMATIVES

- The alterations to the existing highway as part of the new works may require changes to the existing street lighting at the expense of the client/developer.
- The grant of planning permission will require the applicant to enter into an appropriate Legal Agreement, with the County Council as Highway Authority. The Highway Authority hereby reserves the right to provide the highway works within the highway associated with this proposal. Provision of the highway works includes design, procurement of the work by contract and supervision of the works. The applicant should be advised to contact the Environment Directorate for further information by telephoning the Developer Support Section (Area East) on 0300 123 6780, or writing to Developer Support Section, Lancashire County Council, Environment Directorate, Cuerden Mill Depot, Cuerden Way, Cuerden, PR5 6BJ or email: lhscustomerservice@lancashire.gov.uk
- This consent does not give approval to a connection being made to the County Council's highway drainage system.
- An aqueduct runs through the proposed development site. UU need access for operating and maintaining this aqueduct and will not permit development over or in close proximity to the main. The applicant will need an access strip as detailed in our 'Standard Conditions for Works Adjacent to Pipelines'.
- There is a 33kV wood pole overhead line crossing the site, below which the site access road will pass. Adequate clearance will need to be maintained to this overhead line.
- There are also 33kV, 11kV cables running along the verge/footpath on Whalley Road, across which it is proposed to form the site entrance. Depending on the works required to form the entrance, these cables may need to be placed at increased depth.

- The applicant should also be advised that, should there be a requirement to divert the apparatus because of the proposed works, the cost of such a diversion would usually be borne by the applicant. The applicant should be aware of our requirements for access to inspect, maintain, adjust, repair, or alter any of our distribution equipment. This includes carrying out works incidental to any of these purposes and this could require works at any time of day or night. Our Electricity Services Desk (Tel No. 0800 195 4141) will advise on any issues regarding diversions or modifications.
- Government guidance contained within the National Planning Practice Guidance (Water supply, wastewater and water quality – considerations for planning applications, paragraph 020) sets out a hierarchy of drainage options that must be considered and discounted in the following order:
 1. Connection to the public sewer
 2. Package sewage treatment plant (adopted in due course by the sewerage company or owned and operated under a new appointment or variation)
 3. Septic tank
- Foul drainage should be connected to the main sewer. Where this is not possible, under the Environmental Permitting Regulations 2010 any discharge of sewage or trade effluent made to either surface water or groundwater will need to be registered as an exempt discharge activity or hold a permit issued by the Environment Agency, additional to planning permission. This applies to any discharge to inland freshwaters, coastal waters or relevant territorial waters.
- Please note that the granting of planning permission does not guarantee the granting of an Environmental Permit. Upon receipt of a correctly filled in application form we will carry out an assessment. It can take up to 4 months before we are in a position to decide whether to grant a permit or not.
- Domestic effluent discharged from a treatment plant/septic tank at 2 cubic metres or less to ground or 5 cubic metres or less to surface water in any 24 hour period must comply with General Binding Rules provided that no public foul sewer is available to serve the development and that the site is not within an inner Groundwater Source Protection Zone.
- A soakaway used to serve a non-mains drainage system must be sited no less than 10 metres from the nearest watercourse, not less than 10 metres from any other foul soakaway and not less than 50 metres from the nearest potable water supply.
- Where the proposed development involves the connection of foul drainage to an existing non-mains drainage system, the applicant should ensure that it is in a good state of repair, regularly desludged and of sufficient capacity to deal with any potential increase in flow and loading which may occur as a result of the development.

- Where the existing non-mains drainage system is covered by a permit to discharge then an application to vary the permit will need to be made to reflect the increase in volume being discharged. It can take up to 13 weeks before we decide to vary a permit.

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

(Mrs Helm spoke against the above application.)

146 SECTION 106 APPLICATIONS

<u>Plan No</u>	<u>Location</u>	<u>Date to Committee</u>	<u>Time from First Going to Committee to Decision</u>	<u>Number of Dwellings</u>	<u>Progress</u>
3/2017/0433	Land at Henthorn Road, Clitheroe	30/11/17	27 weeks	24	Decision 6/6/18

147 APPLICATIONS WITHDRAWN

<u>Plan No</u>	<u>Proposal</u>	<u>Location</u>
3/2018/0084	Variation of condition 2 from 3/2010/1014 to allow amendments including change in floor levels and heights of buildings, amendment to fenestration and unified roof pitch (units 1-3 to march units 406)	Stubbins Lane Sabden
3/2018/0138	Erection of an agricultural building for free range egg production together with associated feed bins and hardstanding areas and access	Standridge Wigglesworth road Slaidburn
3/2018/0223	Proposed first floor extension, ground floor glazed link, redevelopment of existing garage into a garden room and a replacement garage within the curtilage	The Tythe Barn Station road Rimington

148 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>
Enforcement	17/11/17	Demesne Farm Newsholme Gisburn	Hearing	10/04/18	Appeal Allowed 02/06/18 Costs Application Dismissed
3/2017/0441 R	19/01/18	19 Woodfield Vw Whalley	WR		Appeal Dismissed 21/05/18

<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>
3/2016/1192 R	16/11/17	Hammond Ground Whalley Road Read	Inquiry adjourned	09/10/18	Bespoke timetable Updated proofs of inquiry to be submitted by 11/09/2018
3/3016/1082 R	30/11/2017	74 Higher Road Longridge and land to the rear	WR	17/04/18	Appeal Allowed 22/05/18
3/2017/0675 R	28/02/18	46 Higher Road Longridge	WR		Awaiting Decision
3/2017/0593 R	23/04/18	Ivy Cottage Chapel Lane West Bradford	HH		Awaiting Decision
3/2017/1139 Conditions disputed	Awaiting start date from PINS	Sands Cottage The Sands Whalley	WR (to be confirmed)		
3/2018/0009 R	24/04/18	Stables at Stockbridge Knowles Brow Hurst Green	WR (to be confirmed)		Awaiting Decision
3/2017/1092 R	27/03/18	Greenhouse Barn Commons Lane Balderstone	HH		Appeal Dismissed 18/05/18
3/2017/0857 R	Awaiting start date from PINS	Lowood Whins Lane Read	WR (to be confirmed)		
3/2018/0113 Conditions not discharged	Awaiting start date from PINS	102 Lowergate Clitheroe	WR (to be confirmed)		
3/2018/0153 R	11/06/18	1 Highcliffe Greaves Grindleton	HH		Awaiting Decision
3/2018/0217 and 3/2018/0218 R	Linked appeals awaiting start date from PINS	Eastham House Farm Clitheroe Road Mitton	WR (to be confirmed)		
3/2018/0079 R	Awaiting start date from PINS	New Ings Farm Hellifield Road Bolton by Bowland	WR (to be confirmed)		
3/2017/0961 R (Variation of S106 Ag)	Awaiting start date from PINS	Land at Chapel Hill Longridge	Hearing (to be confirmed)		
3/2017/0962 R	Awaiting start date from PINS	Land off Sheepfold Cres Barrow	Hearing (to be confirmed)		

APPEALS

- a) 3/2017/0741 – single storey conservatory extension to side at 13 Glen Avenue, Ribchester – appeal dismissed.
- b) 3/2017/1092 – first floor extension at Greenhouse Barn, Commons Lane, Balderstone – appeal dismissed.
- c) 3/2016/1082 – outline planning permission for residential development for up to 123 houses; demolition of an existing house (74 Higher Road) and formation of access to Higher Road – appeal allowed.
- d) 3/2017/0441 – certificate of lawful use of development is sought is described on the application form as ‘garden use of area originally agricultural grazing land’ at 19 Woodfield view, Whalley – appeal dismissed.
- e) enforcement – breach of planning control alleged in the notice is the material change of use of the land from a use for agricultural to a mixed use of land, comprising land used for agriculture and for the stationing of a static caravan on the land for residential use at Demesne Farm, Newsholme – appeal allowed.
- f) application for a partial award of costs in relation to Demesne Farm, Newsholme – refused.

The Chairman informed Committee that there would be a special meeting of Planning and Development Committee on Tuesday, 17 July 2018 and the Head of Legal and Democratic Services reminded Members that there would be a briefing on enforcement on Thursday, 5 July 2018.

The meeting closed at 7.00pm.

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