

## Minutes of Meeting of the Council

Meeting Date: Tuesday, 11 December 2018, starting at 6.30pm  
Present: Councillor S Carefoot (Chairman)

Councillors:

P Ainsworth	S Hind
J E Alcock	S A Hirst
S Atkinson	J Holgate
R Bennett	S Hore
S Bibby	A M Knox
A Brown	S Knox
I Brown	G Mirfin
S Brunskill	R Newmark
P M Dobson	M Robinson
P Dowson	J Rogerson
P Elms	I Sayers
R J Elms	G Scott
M Fenton	R E Sherras
M French	D T Smith
L Graves (left meeting at 7.25pm)	R Swarbrick
R Hargreaves	D Taylor
T Hill	R J Thompson
B Hilton	N C Walsh
K Hind	J White

In attendance: Chief Executive, Director of Resources, Head of Legal and Democratic Services, Director of Community Services, Director of Economic Development and Planning, Head of HR and Principal Communications Officer.

### 514 PRAYERS

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

### 515 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillor G Geldard.

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

Declarations of Interest in respect of Agenda item 6 were offered by Councillors S Atkinson, P Dowson, P Elms, B Hilton, S Hind, G Mirfin, R Newmark and N Walsh, the Chief Executive asked Members to defer this item until consideration of Agenda item 6.

### 517 PUBLIC PARTICIPATION

Mr Michael Ranson of Grindleton, spoke in respect of the item on the Agenda relating to the Call-in of the recent Accounts and Audit Committee decision and the Council's procedures for dealing with complaints against Members relating to the Council's Code of Conduct. He urged Members to abide by such procedures and to support the recommendation of the Council's Chief Executive.

518 COUNCIL MINUTES

The minutes of the meeting held on 16 October 2018 were approved as a correct record and signed by the Chairman.

519 MAYORAL COMMUNICATIONS

The Mayor reported on 31 events that he had attended since the last meeting. These had included a variety of events including the opening of a new peace garden, lighting a beacon in respect of the First World War Commemorations, various carol services and band concerts. He particularly highlighted events that he had attended in respect of the Armistice Commemorations, an East Lancashire Ceremony of Light at the Cathedral and a recent fundraising evening at Stanley House.

The Mayor thanked his Mayoress for her contribution and support during the year and also gave particular thanks to the Mayor's Attendant and the Mayor's Secretary who supported him in his role.

520 LEADER'S SPEECH

The Leader began by looking back over achievements in 2018. He highlighted that following the appointment of a new Director of Economic Development and Planning, the Council had continued to drive forward plans to improve the economy and to generate new jobs and new business for the borough. He recognised that the Council may have to adopt a cautious approach to setting the budget and the Council Tax next year due to the continuing uncertainty around Brexit.

In respect of plans for 2019, the Leader reported that the Council would be addressing Mearley Lodge and Primrose Lodge development in Clitheroe, would return to consideration of the future of the market scheme and would look at the review of the Core Strategy and 5 year housing land supply position.

521 LEADER'S QUESTION TIME

The Leader of the Opposition, Councillor A Knox, asked what actions the Council had taken to support National Anti-Bullying Week that had taken place between 12 – 16 November. The Leader thanked Councillor Knox for his question and confirmed that the Council had not taken any particular action to support Anti-Bullying Week.

Next Councillor Knox asked if the Leader directly or via a third party, had given Councillor Alcock guidance as to what she should include in her amendment to the Chief Executive's recommendations to his report that had been submitted to Special Accounts and Audit Committee. The Leader reported that Councillor Alcock was seeking in the motion to achieve proper adjudication of the complaint, she had much relevant experience as a Magistrate and Chair of Licensing Committee, and a profound sense of natural justice and fairness.

Councillor Knox withdrew his third question.

522

CALL-IN OF AGENDA ITEM 4 OF SPECIAL ACCOUNTS AND AUDIT COMMITTEE, 21 NOVEMBER 2018

The Chief Executive was asked to advise on declarations of interest.

Councillor Atkinson declared an interest and left the meeting.

Consideration was given to the report of the Chief Executive regarding a Call-in of the decision of Special Accounts and Audit Committee held on 21 November 2018 that related to how complaints regarding the conduct of Elected Members should be dealt with.

The decision of the Special Accounts and Audit Committee had been called in because the 16 Councillors who had called it in, believed:

- the decision was ultra vires;
- was contrary to procedure;
- brought the Council into disrepute;
- was contrary to the Localism Act 2011.

The Chief Executive went through the background to the decision and how it had been arrived at; he updated Members on the legal position and went through the legal advice on this issue received on behalf of the Council from Mr James Goudie QC. This advice concluded that the process proposed by the Special Accounts and Audit Committee was manifestly unlawful. A copy of the advice from Mr Goudie was then circulated.

The Chief Executive confirmed the Call-in was in accordance with Standing Order 29. The Call-in/motion was proposed by Councillor A Knox and seconded by Councillor T Hill.

Members debated matters at some length and a vote was taken.

RESOLVED: That

1. Council endorse the course of action advised by the Chief Executive in his recommendation to Special Accounts and Audit Committee, including the appointment of a third Sub-Committee Member who was not a member of the Conservative Group; and
2. the selection of the third Sub-Committee Member be made by agreement between the three Members of the Committee who were not Members of the Conservative Group to ensure that the panel reflected the requirement for political balance.

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COMMITTEE MINUTES

(i) Licensing Sub-Committee 19 October 2018

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

(ii) Community Services Committee – 30 October 2018

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

(iii) Accounts and Audit Committee – 31 October 2018

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

(iv) Planning and Development Committee – 1 November 2018

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

(v) Licensing Sub-Committee – 6 November 2018

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

(vi) Personnel Committee – 7 November 2018

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

(vii) Health and Housing Committee – 8 November 2018

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

(viii) Licensing Committee – 13 November 2018

RESOLVED: That the minutes of the above meeting be received with the exception of Minute number 447:

Minute 447 – Approval of the Council’s Statement of Licensing Policy – Gambling Act 2009 – 2022

RESOLVED: That the Council’s Statement of Licensing Policy - Gambling Act 2019 to 2022 be approved.

(ix) Economic Development Committee – 15 November 2018

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

(x) Policy and Finance Committee – 20 November 2018

RESOLVED: That the minutes of the above meeting be received with the exception of Minute numbers 465 and 467:

Minute 465 – Regulation of Investigatory Powers Act 2000 (RIPA)

RESOLVED: That the revised Regulation of Investigatory Powers Act 2000 (RIPA) Policy be approved.

Minute 467 – Local Council Support Scheme 2019/2020

RESOLVED: That the Local Council Tax Support Scheme for 2019/2020 be approved.

(xi) Special Accounts and Audit Committee – 21 November 2018

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

(xii) Parish Council Liaison Committee – 22 November 2018

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

(xiii) Planning and Development Committee – 29 November 2018

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

The meeting closed at 8.17pm.

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

## Minutes of Licensing Sub-Committee

Meeting Date: Friday, 14 December 2018 starting at 10am  
Present: Councillor S Brunskill (Chairman)

Councillors:

A Knox  
T Hill

In attendance: Head of Legal and Democratic Services (RVBC), Admin and Licensing (Alcohol and Entertainment) (Officer, RVBC), Committee Clerk (RVBC), the Applicant, a Relevant Representation, Sergeant Gary Hennighan (Relevant Representation).

### 524 APOLOGIES

There were no apologies for absence from the meeting.

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

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

### 526 EXCLUSION OF PRESS AND PUBLIC

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

### 527 APPLICATION FOR PERSONAL LICENCE

The Sub-Committee considered a report submitted by the Head of Legal and Democratic Services on the determination of an application required under Section 117 of the Licensing Act 2003. A copy of the application for a personal licence was included in the report, together with a copy of the certificate for BIIAB level 2 award for personal licence holders.

Sergeant Hennighan, East Lancashire Licensing Sergeant for Lancashire Constabulary made an objection to the granting of the licence on the grounds of the applicant having a series of convictions over the last 5 years that were unspent relevant offences and as such was unfit to be granted a personal licence as to grant the licence would undermine the promotion of certain licensing objectives, in particular relating to crime and disorder.

The applicant made verbal representations to the Sub-Committee regarding the specific incidents referred to in his past and his diagnosis of PTSD following being discharged from the Army. His business/personal partner supported the application. A written character reference had also been received from his partner's mother.

The Sub-Committee gave careful consideration to the representations made by all parties both verbal and written. The Sub-Committee also considered the requirements of the Licensing Act 2003, the licensing objectives, the relevant representations and the Council's Licensing Policy.

RESOLVED: That the application be refused.

The meeting closed at 10.15am.

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

## Minutes of Community Services Committee

Meeting Date: Tuesday, 8 January 2019 starting at 6.30pm  
Present: Councillor S Hore (Chairman)

Councillors:

J E Alcock	S Knox
A Brown	R Newmark
R Hargreaves	M Robinson
K Hind	I Sayers
S Hind	G Scott
J Holgate	N Walsh

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

Also in attendance: Councillor M Fenton.

### 528 APOLOGIES

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

### 529 MINUTES

The minutes of the meeting held on 30 October 2018 were approved as a correct record and signed by the Chairman.

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

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

### 531 PUBLIC PARTICIPATION

The Chairman welcomed Mr S Burke from Clitheroe Civic Society to speak upon agenda item 8 – Clitheroe Town Wells.

Mr Burke gave an outline of the study the Clitheroe Civic Society had undertaken on the 3 town wells and urged the Council to claim possession of these wells so that remedial work could be undertaken. The Chairman thanked Mr Burke for attending.

### 532 CLITHEROE TOWN WELLS – REQUEST BY CLITHEROE CIVIC SOCIETY

The Director of Community Services submitted a report providing Committee with a request from the Clitheroe Civic Society to consider working them to improve the 3 town wells.

He informed Committee that the ownership of the Wellgate and Well Terrace sites is unknown but that Stocks well is in the Borough Council's ownership, as part of the transfer of assets of Clitheroe Borough Council following the 1972



Local Government Act. The request of the Civic Society was for the Council to seek legal ownership via the Land Registry's procedure. However this would include swearing an oath that certain information is correct and given that the Council does not know this information, it would be both unethical and illegal to proceed in that way in order to claim ownership of the 2 wells. Prior to seeking external funding it would be necessary to provide proof of ownership.

Committee discussed the situation with regard to the 2 wells where the ownership is unknown and the evidence that had so far been found. It was felt that further consideration should be given to the evidence found by the Clitheroe Civic Society and that similar situations elsewhere should be investigated in order to find a way forward on this matter.

RESOLVED: That Committee

1. confirm the Council's ownership of Stock's Well;
2. ask the Chief Executive to cooperate with Clitheroe Civic Society and the legal department to look at all available evidence to consider whether ownership can be claimed of all 3 wells; and
3. consider other methods of obtaining resources to renovate the wells outside of the ownership issue.

533

#### REVISED CAPITAL PROGRAMME 2018/2019

The Director of Resources submitted a report seeking Committee's approval of the revised capital programme for the current financial year for this Committee. The original capital programme for 2018/2019 had been approved by Policy and Finance Committee in February 2018 and since then regular reports have been presented to this Committee on progress with the capital programme. In February 2018 14 new capital schemes with a total approved budget of £712,200. Since then, the following changes had been made:

- There were 5 2017/2018 capital schemes that were not completed by 31 March 2018 and had unspent budget available at that date. The total unspent balance on these schemes of £93,320 known as slippage was transferred into the 2018/2019 capital programme after approval by this Committee in May 2018.
- One new scheme for a replacement hook lift vehicle totalling £50,000 was approved by Policy and Finance Committee in 2018.

As a result of the above, the total approved budget for this Committee's capital programme of 20 schemes was £855,520. Following discussions on each of the schemes in the capital programme with budget holders, the revised estimate is £812,930, a reduction of £42,590 from the total approved budget. Reasons for this reduction were outlined to Committee.

The Director of Resources reported that the expenditure and commitments to the end of November 2018 represented 83.7% of the revised estimate. The report outlined the full capital programme by scheme including the budget and expenditure to date for Committee's information.

Councillor Fenton was given permission to speak on this item.

RESOLVED: That Committee approve the revised capital programme of £812,930 for this Committee as set out in the report.

#### 534 REVISED REVENUE BUDGET 2018/2019

The Director of Resources submitted a report outlining the revised revenue budget for 2018/2019 for this Committee. She reminded Members that at this time of year the estimates are revised for the current financial year in order to predict the likely outturn. This also assists in preparing the original estimates for the coming financial year.

The original budget for 2018/2019 initially allowed 2% for both pay and price increases, however after the detailed estimates had been prepared the national pay award was settled, which increased the pay bill nationally by 2.707% in 2018/2019 and 2.802% in 2019/2020, with substantial increases in lower pay scales. As well as using data on past performance there had been detailed discussions with budget holders and Heads of Service on past service provision on future plans which played an integral part in the budget setting process.

She informed Committee that the revised budget for 2018/2019 showed an increase in net expenditure of £129,660 more than the original estimate after allowing for transfers to and from earmarked reserves. A comparison between the original and revised budgets for each cost centre was included for Committee's information and the significant variances were highlighted.

Members asked questions with regard to various cost centre budgets. They also extended their best wishes to Amy Johnson who would be leaving for a new job at the end of the month.

RESOLVED: That Committee agree the revenue revised estimate for 2018/2019.

#### 535 ORIGINAL REVENUE BUDGET 2019/2020

The Director of Resources submitted a report asking Committee to agree the draft revenue budget for 2019/2020 for this Committee for consideration at Special Policy and Finance Committee.

With regard to the Council's overall financial position, she reminded Members that in September the four year budget forecast had predicted budget gaps of £101k in 2019/2020; £225k in 2020/2021; and £426k in 2021/2022.

She also reminded Members that 2019/2020 was the final year of the multi-year grant settlement which we had signed up to and as such we had not expected our allocations to change from those previously announced. A negative Revenue Support Grant (RSG) for 2019/2020 of £108,866 was anticipated.

On 13 December 2018 the government announced the provisional financial settlement; for Ribble Valley this would mean:

- a negative RSG had been eliminated gaining us £109k.

- the rural services delivery grant had been increased back to the same level as 2018/19 gaining us £21k;
- the new homes bonus threshold remains at 0.4%.
- the Lancashire Business Rates Pilot Bid had been successful. A gain from this would be dependent on actual business rate growth but estimates suggest it could be in the region of £400k;
- the government are returning to local authorities the levy account surplus which would be £20k.

The government had also announced consultations on the future of Business Rate Retention and the Fair Funding Review which may have a significant impact on our financial position beyond 2019/2020.

The Budget Working Group would continue to meet over the coming weeks and would ultimately make recommendations to Special Policy and Finance Committee on 5 February 2019 in order to achieve a balanced budget.

The proposed fees and charges for 2019/2020 has been considered by Committee in October and had been incorporated into the service budgets. Following in-depth service analysis and meetings between accountants, budget holders, Heads of Service and management team, the proposed draft budget was now presented to Members.

Estimates had been prepared on current levels of service allowing for the nationally agreed award (average increase 2.8%) and price increases at 2%. The budget for each cost centre within the report was presented individually showing the original estimate, savings, inflation, variations to the standard budgeted inflation, unavoidable changes to service costs, support services, and capital charges, which then culminated in the draft original estimate for 2019/20.

The report detailed individual budget areas under this Committee and comments were provided on the main variances.

The draft budget was also summarised in two ways; one over the cost of the service provided by the Committee (objective) and the other over the type of expenditure and income (subjective).

The net expenditure for this Committee is estimated to increase by £194,730 after allowing for associated movements on earmarked reserves. The main reasons for the net increase were summarised for Committee's information.

**RESOLVED:** That Committee agree the revenue original estimate for 2019/20 and submit this to Special Policy and Finance Committee.

**536 ROEFIELD ARTIFICIAL GRASS PITCH PROPOSAL**

The Director of Community Services submitted a report providing information on the project to build a new artificial surface at Roefield and to refurbish the existing surfaces.

Members had agreed in principle at the October meeting to build a new full size artificial grass pitch and refurbish the existing surfaces at Roefield. In addition Members had asked officers to prepare costs for the construction of a toilet block

and class/community room to sit alongside the new facilities. The report outlined both the revenue and capital budgets for the scheme as well as giving an outline of the type of activities and how it was envisaged the facility would be managed and operated.

In determining indicative use of the new facility, officers had been in touch with local sports clubs and schools to try and establish what their needs would be and how these translate into demand.

The Council had been given access by the Lancaster Foundation to the documentation which the Foundation had commissioned as part of its submission for planning permission to build their facility. As this was work the Council would have to carry out for this project, it was justifiable to give the Lancaster Foundation a sum of money for the information they had provided.

The construction of the new project would be a sign investment by the Borough Council, however it would also enable if the opportunity arises in the future, to seek football foundation funding for another site elsewhere.

RESOLVED: That Committee

1. ask the Policy and Finance Committee to approve a capital budget for £1,430,440 for option 1 scheme to include a full size 3G artificial grass size pitch and refurbish the existing surfaces already on site to include store, toilet block and classroom;
2. ask Policy and Finance Committee to include the outline budget into the Council's 2019/2020 budget calculations; and
3. agree to the sum of £10,000 being included for payment to the Lancaster Foundation for using their pre-tender information.

#### 537 AMENDMENTS TO THE CAR PARKING ORDER

The Director of Community Services submitted a report asking Committee to approve a car parking order to incorporate a payment by telephone or Debit/Credit card, payment for disabled parking in excess of 3 hours and amend the schedule of car parks. He reminded Committee that they had previously approved the changes outlined and had therefore to produce an appropriate off-street parking places order to reflect these changes to its current practices. The draft order was enclosed for Committee's information and the procedure for making the order was outlined.

RESOLVED: That Committee

1. approve the car parking order as outlined which provides for the inclusion of previously approved changes in the revised parking order; and
2. agree that officers advertise and consult on the order in accordance with the appropriate legislation and procedures as set out in the report.

538 INCOME IMPLICATIONS OF WASTE PAPER AND CARD FOLLOWING 1 APRIL 2018

The Director of Community Services submitted a report informing Committee of the current situation with regard to waste paper and card collection and Lancashire County Council's financial arrangements following the end of cost sharing arrangements from 1 April 2018.

Since 1 April the Council had retained the income received for the paper and card following the end of the cost sharing agreement. Lancashire County Council had recently contacted the Council asking for payment, as they believe they have exclusive rights as the disposal authority for all materials collected on their behalf by the district collection authorities. The County Council has suggested a split of 50/50 on the income from the paper and card and would also guarantee a minimum income and indemnify the Council of any costs in the event that income becomes a cost.

RESOLVED: That Committee

1. agree to the making of an agreement with Lancashire County Council for the shared (50/50) income from the sale of waste paper and card; and
2. delegate the responsibility of agreeing the minimum income due to this Council to the Director of Community Services; and
3. ask the Head of Legal and Democratic Services to complete a legally binding agreement to this effect.

539 GENERAL REPORT

The Director of Community Services submitted a report informing Committee on the Christmas lights grants that had been made and on the recent trends relating to Ribblesdale Pool.

RESOLVED: That the report be noted.

540 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That by virtue of the following item of business being exempt information under Part 1 of Category 3 of Schedule 12A of the Local Government Act 1972 the press and public be now excluded from the meeting.

541 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

A report was received from Councillor Ian Sayers on the Lancashire Waste Partnership meeting that had taken place on 15 November 2018.

The meeting closed at 7.55pm.

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

## Minutes of Planning and Development Committee

Meeting Date: Thursday, 10 January 2019 starting at 6.30pm  
Present: Councillor A Brown (Chairman)

Councillors:

I Brown	S Hind
S Brunskill	S Knox
P Dowson	J Rogerson
P Elms	R Sherras
M French	R Thompson

In attendance: Director of Economic Development and Planning, Director of Resources, Head of Legal and Democratic Services, Principal Planning Officer and Senior Accountant.

Also in attendance: Councillors J Alcock, P Dobson and M Fenton.

### 542 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillors S Atkinson, R Bennett and G Geldard.

### 543 MINUTES

The minutes of the meeting held on 29 November 2018 were approved as a correct record and signed by the Chairman.

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

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

### 545 PUBLIC PARTICIPATION

There was no public participation.

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

1. APPLICATION REF: 3/2018/0907  
GRID REF: SD 374147 438265

#### DEVELOPMENT DESCRIPTION:

THREE NON-ILLUMINATED ADVERTISING SIGNS 0.6 METRE HIGH (MAX) FROM GROUND LEVEL, SIGN BOARD 0.5 X 1.5 METRE AT ROUNDABOUT, HOLM ROAD, BARROW

WITHDRAWN FROM THE AGENDA

2. APPLICATION REF: 3/2018/0750  
GRID REF: 372216 443262

DEVELOPMENT DESCRIPTION:

CHANGE OF USE OF REDUNDANT BARN TO FORM ONE UNIT OF RESIDENTIAL ACCOMMODATION AT TWITTER BRIDGE FARM TWITTER LANE WADDINGTON

The Principal Planning Officer referred to a letter from the agent and additional conditions should the application be approved.

DEFERRED for consideration of the application to a subsequent Committee to enable further discussions with LCC Highways in respect of the loss of the barn to agricultural use.

1. The works to which this application relates shall be begun before the expiration of three years from the date of this consent.

REASON: To comply with the requirements of Section 18 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

2. The development to which the permission relates shall be carried out in complete accordance with the following approved plans and specifications:

Proposed Plans and Elevations 415/2/5 Rev C received on 5/11/18 and letter dated 5/11/18.

Proposed layout and curtilage plan 415/2/3 Rev B received on 5/11/18.

Structural report and plan reference 415/2/6 Rev A.

REASON: To ensure that the development as carried out does not vary from the approved plans.

3. Precise specifications of proposed windows, rooflights and doors including elevations cross – sections, glazing type, opening mechanism and surface finish shall have been submitted to and approved in writing by the Local Planning Authority before their use in the proposed development. The approved windows shall be implemented within the development in strict accordance with the approved details.

REASON: In order that the Local Planning Authority may ensure that the detailed design of the proposal safeguards the character of the building and in the interests of visual quality.

4. Precise specifications of proposed external boundary shall have been submitted to and approved in writing 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 safeguards the character of the building and in the interests of visual quality.

5. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (England) Order 2015 or any Order revoking and re-enacting that Order, the dwelling hereby permitted shall not be altered or extended, no new windows shall be inserted, no alterations to the roof shall be undertaken and no buildings or structures shall be erected within the curtilage of the dwellings hereby approved unless planning permission has first been granted by the Local Planning Authority.

REASON: To enable the Local Planning Authority to exercise control over development which could materially harm the character and visual amenities of the immediate area.

(Councillor Alcock was given permission to speak on the above application. John Pye spoke in favour of the above application. Sarah Bolton spoke against the above application).

3. APPLICATION REF: 3/2018/0844  
GRID REF: SD 370482 434686

DEVELOPMENT DESCRIPTION:

ERECTION OF 42 NEW DWELLINGS, LANDSCAPING AND ASSOCIATED WORKS AT LAND OFF LONGSIGHT ROAD, LANGHO

The Principal Planning Officer informed Committee that no financial contribution was required by Lancashire County Council and the LLFA had no objections.

DEFERRED and DELEGATED to the Director of Economic Development for approval subject to minor amendments to the wording of the conditions and satisfactory completion of a legal agreement. This shall be within 3 months from the date of this Committee meeting or delegated to the Director of Economic Development and Planning 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:

*Details*

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 by Section 51 of the Planning and Compulsory Purchase Act 2004

*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:



18/082/L01  
18/082/P01 Rev B (amended plan received 28/11/18)  
18/082/P02 Rev A (amended plan received 28/11/18)  
18/082/P03 Rev B (amended plan received 11/12/18)  
18/082/P04 Rev A (amended plan received 28/11/18)  
18/082/P05 Rev A (amended plan received 28/11/18)  
18/082/P06 Rev A (amended plan received 11/12/18)  
101 Rev E (amended plan received 11/12/18)  
201 Rev C (amended plan received 11/12/18)  
202 Rev C (amended plan received 11/12/18)  
203 Rev C (amended plan received 11/12/18)

***House Types:***

18/082/H01 Rev A (amended plan received 28/11/18)  
18/082/H02  
18/082/H03  
18/082/H04  
18/082/H05  
18/082/H06  
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18/082/H13  
18/082/H14  
18/082/H15  
18/082/H16  
18/082/H17  
18/082/H18  
18/082/G01  
18/082/G02  
18/082/G03  
18/082/G04

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 external surfaces including, door/window surrounds and framing materials, fascia/barge boards and roofing/ridge materials including 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.

4. Prior to any above ground works taking place, details of the design and position of the external meter boxes shall have be submitted to and agreed in writing by the Local Planning Authority. For the avoidance of doubt the details shall indicate that no meter boxes will be located on the primary elevations of the proposed dwellings or on locations that that are afforded a high level of visibility upon the streetscene. 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 results in acceptable standard of appearance

#### *Residential Amenity*

5. 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 and land uses

6. Notwithstanding the requirements of condition 2 of this approval, the following windows shall be obscurely glazed to a minimum of level 3 on the Pilkington Scale (where 1 is the lowest and 5 the greatest level of obscurity) and shall be non-opening unless the parts of the window which can be opened are more than 1.7 metres above the floor level of the room in which the window is installed:
  - All first floor windows in the side elevations of the Haworth, Grantley, Farnley and Cavendish House Type;

The duly installed window shall be retained as such thereafter.

REASON: To ensure satisfactory levels of amenity for future residents of the proposed development in accordance with the requirements of Policy DMG1 of the Ribble Valley Core Strategy.

7. The development hereby approved shall adhere to the mitigation measures detailed within Section 5 of the submitted "Noise Assessment" (Ref: MCP2122 – August 2018).

REASON: To ensure satisfactory levels of amenity for future residents of the proposed development in accordance with the requirements of Policy DMG1 of the Ribble Valley Core Strategy.

#### *Highways*

8. Prior to the commencement of the development a scheme for the construction of the site access and the off-site works of highway improvement shall be submitted to, and approved in writing by, the Local Planning Authority. Thereafter the site access and off site highway works shall be completed in accordance with the approved details prior to the occupation of the first dwelling on the site.

REASON: In order to satisfy the Local Planning Authority that the final details of the highway scheme/works are acceptable before work commences on site.

REASON FOR PRE-COMMENCEMENT: The site access needs to be provided and agreed before works can commence on site.

9. No development shall take place, including any works of demolition, 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 details in respect of:

- Timing of delivery of all off site highway works
- The parking of vehicles of site operatives and visitors
- The loading and unloading of plant and materials
- The storage of plant and materials used in constructing the development
- The erection and maintenance of security hoarding
- Contact details for the site manager
- Periods when plant and materials trips should not be made to and from the site (mainly peak hours but the developer to identify times when trips of this nature should not be made)
- Routes to be used by vehicles carrying plant and materials to and from the site
- Measures to ensure that construction and delivery vehicles do not impede access to adjoining properties.

REASON: In order to ensure that appropriate measures are put in place to limit noise, nuisance and disturbance to the occupiers of neighbouring dwellings and to ensure the development would not be of detriment to the safe operation of the immediate highway during the construction of the development

REASON FOR PRE-COMMENCEMENT: This information needs to be provided and agreed before any workman or machinery enter the site to ensure the safety of surrounding road users.

10. 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 Polices DMG1 and DMG3 of the Ribble Valley Core Strategy.

11. Each residential property hereby approved shall include the facility to charge an electric vehicle within its residential curtilage. The electric vehicle charging point to serve each individual dwelling shall be provided prior that dwelling being first occupied.

REASON: To ensure that the development provides adequate and appropriate sustainable transport options and in the interest of lowering emissions resultant from vehicular movements associated with the development.

12. Within each dwelling where no garage is being provided, cycle storage facilities shall be provided in accordance with a scheme that has first been approved in writing by the Local Planning Authority. The cycle storage facilities shall be provided in accordance with the approved details before each unit hereby permitted becomes operative and shall be retained as such thereafter.

REASON: To ensure that provision is made for cycles and to support sustainable methods of travel

13. The garage(s) hereby approved shall be kept freely available for the parking of cars and no works, whether or not permitted by the provisions of the Town and Country Planning (General Permitted Development) Order 2015 or any order amending or revoking and re-enacting that order, shall be undertaken to alter convert the space into living or other accommodation.

REASON: In the interests of visual amenity and to facilitate adequate vehicle parking and/or turning facilities to serve the dwelling

14. The new estate road for the development shall be constructed in accordance with the Lancashire County Council Specification for Construction of Estate Roads to at least base course level up to the entrance of the site compound before any development takes place within the site and shall be further extended before any development commences fronting the new access road.

REASON: To ensure that satisfactory access is provided to the site before the development hereby permitted becomes operative.

15. Within three months of commencement of development on site, details of proposed arrangements of future management and maintenance of the proposed streets within the development shall have been submitted for the written approval of the Local Planning Authority. The streets shall thereafter be maintained in accordance with the approved management and maintenance details until such time as a private management and maintenance company has been established.

REASON: In to ensure safe access for residents of the estate and to comply with Policy DMG1 of the Ribble Valley Core Strategy.

*Ecology and trees*

16. The development hereby approved shall be carried out in complete accordance with the recommendations and ecological enhancement measures detailed within the submitted Ecological Survey and Assessment (Ref: 2018-272 September 2018).

REASON: In the interests of biodiversity and to enhance 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.

17. Notwithstanding the submitted details and requirements of condition 16, no above ground level works 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 dwelling/building dependent bird/bat species site plan and include details of plot numbers and the numbers (there shall be at least 1 nest brick/bat tile per dwelling) of artificial bird nesting boxes and artificial bat roosting site per individual dwelling and type. The details shall also identify the actual wall and roof elevations into which the above provisions shall be incorporated.

The artificial bird/bat boxes shall be incorporated into those individual dwellings during construction and be made available for use before each such dwelling is 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 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.

18. Notwithstanding the submitted details or the requirements of condition 16, no development, including any site preparation, 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 Indian Balsam and Montbretia 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 Indian Balsam and Montbretia 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: Indian Balsam and Montbretia are 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.

REASON FOR PRE-COMMENCEMENT CONDITIONS: The removal of invasive species from the site needs to take place prior to work commencing on site.

19. All trees identified to be retained within the approved plans and in the tree survey schedule for the arboricultural impact appraisal (dated 20<sup>th</sup> July 2018) shall be enclosed with temporary protective fencing in accordance with BS5837:2012 [Trees in Relation to Demolition, Design & Construction]. 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.

20. 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.

21. Notwithstanding the submitted details or the requirements of condition 16, no building works shall commence on site until details of a scheme for any external building or ground mounted lighting/illumination, shall have been submitted to and approved in writing by the local planning authority.

For the avoidance of doubt the submitted details shall include luminance levels and demonstrate how any proposed external lighting has been designed and located to avoid excessive light spill/pollution and shall include details to demonstrate how artificial illumination of important wildlife habitats is minimised/mitigated.

The lighting schemes(s) be implemented in accordance with the approved details and retained as approved

REASON: To enable the Local Planning Authority to exercise control over development which could prove materially harmful the character and visual amenities of the immediate area and to minimise/mitigate the potential impacts upon protected species resultant from the development

22. Notwithstanding the submitted details or the requirements of condition 2, prior to any dwelling being occupied, details at a scale of not less than 1:20 of the proposed boundary walling, gates and fencing shall have been submitted to and approved by the Local Planning Authority and these details shall identify the measures to be taken to encourage habitat connectivity throughout the site. 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 enhance biodiversity in accordance with Policies DMG1, DME3 and DMH3 of the Ribble Valley Core Strategy.

23. Within three months of commencement of development on site, a scheme of phasing for the approved landscaping areas shall have been submitted for the written approval of the Local Planning Authority. The development shall be carried out in strict accordance with the duly approved timings and phasing's and 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 on a phase by phase basis in accordance with Policy DME1 of the Ribble Valley Core Strategy.

24. Prior to occupation of the first dwelling, a landscape management plan including long term design objectives, management responsibilities and maintenance schedules for all landscaped areas referred to in condition 23 (other than within curtilages of buildings), shall be submitted to and approved in writing by the Local Planning Authority. The site thereafter shall be managed and maintained in accordance with the approved plan.

REASON: To ensure the proper long-term management and maintenance of the landscaped areas in the interests of visual amenity and biodiversity enhancement.

#### *Play area and footpaths*

25. Prior to occupation of any dwelling hereby approved, full details of the location and design of all street furniture and play equipment, including public benches, tables and details of the equipment for the proposed play area,

shall have been submitted to and approved by the Local Planning Authority. The development shall be carried out in strict accordance with the approved details and all play equipment and street furniture shall be erected on site as agreed prior to occupation of the 20<sup>th</sup> dwelling, or within two years of the first dwelling on site being occupied, whichever is sooner.

REASON: To provide adequate and usable areas of public open space in accordance with Policy DMB4 of the Ribble Valley Core Strategy.

26. The proposed new internal footpaths and areas of public open space throughout the site shall be provided in strict accordance with the details shown on the approved plans prior to occupation of the 20th dwelling, or within two years of the first dwelling on site being occupied, whichever is sooner.

REASON: To provide adequate and usable areas of public open space and to ensure adequate permeability and connectivity with adjacent development and the existing highway/pedestrian network.

#### *Drainage*

27. 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.

28. 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.

29. No development shall commence until final details of the design, based on sustainable drainage principles, and implementation of an appropriate surface water sustainable drainage scheme have been submitted to and approved in writing by the local planning authority. Those details shall include, as a minimum:



- a) Information about the lifetime of the development, design storm period and intensity (1 in 30 & 1 in 100 year + allowance for climate change see EA advice Flood risk assessments: climate change allowances'), discharge rates and volumes (both pre and post development), temporary storage facilities, the methods employed to delay and control surface water discharged from the site, and the measures taken to prevent flooding and pollution of the receiving groundwater and/or surface waters, including watercourses, and details of flood levels in AOD;
- b) The drainage strategy should demonstrate that post development surface water run-off from the application site will not exceed the existing surface water runoff rate for the corresponding rainfall event. The scheme shall subsequently be implemented in accordance with the approved details before the development is completed;
- c) A site layout plan showing flood water exceedance routes, both on and off site;
- d) A timetable for implementation, including phasing as applicable;
- e) Details of water quality controls, where applicable.

The scheme shall be implemented in accordance with the approved details prior to first occupation of any of the approved dwellings, or completion of the development, whichever is the sooner. Thereafter the drainage system shall be retained, managed and maintained in accordance with the approved details.

REASON: To ensure that the proposed development can be adequately drained, to ensure that there is no flood risk on or off the site resulting from the proposed development, to ensure that water quality is not detrimentally impacted by the development proposal and to reduce the flood risk to the development as a result of inadequate maintenance

30. No development shall commence until details of an appropriate management and maintenance plan for the sustainable drainage system for the lifetime of the development have been submitted which, as a minimum, shall include:

- a) The arrangements for adoption by an appropriate public body or statutory undertaker, management and maintenance by a Residents' Management Company
- b) Arrangements concerning appropriate funding mechanisms for its on-going maintenance of all elements of the sustainable drainage system (including mechanical components) and will include elements such as:
  - i. on-going inspections relating to performance and asset condition assessments
  - ii. operation costs for regular maintenance, remedial works and irregular maintenance caused by less sustainable limited life assets or any other arrangements to secure the operation of the surface water drainage scheme throughout its lifetime;

c) Means of access for maintenance and easements where applicable.

The plan shall be implemented in accordance with the approved details prior to first occupation of any of the approved dwellings, or completion of the development, whichever is the sooner. Thereafter the sustainable drainage system shall be managed and maintained in accordance with the approved details.

REASON: To ensure that appropriate and sufficient funding and maintenance mechanisms are put in place for the lifetime of the development, to reduce the risk of flooding as a result of inadequate maintenance and to identify the responsible organisation/company/undertaker for the sustainable drainage system.

31. No development shall commence until details of how surface water and pollution prevention will be managed during each construction phase have been submitted to and approved in writing by the Local Planning Authority. The development thereafter shall be carried out in accordance with the approved details.

REASON: To ensure that the construction phase of development does not pose an undue risk on site or elsewhere and to prevent flooding arising from the development.

#### REASONS FOR PRE-COMMENCEMENT CONDITIONS:

Drainage is not only a material consideration but an early and fundamental activity in the ground construction phase of any development and it is likely to be physically inaccessible at a later stage by being buried or built over. It is of concern to all flood risk management authorities that an agreed approach is approved before development commences to avoid putting existing and new communities at risk.

(Councillor Dobson was given permission to speak on the above application. Katie Delaney spoke in favour of the above application. Andrew White spoke against the above application).

4. APPLICATION REF: 3/2018/0688  
GRID REF: SD 372823 440546

#### DEVELOPMENT DESCRIPTION:

OUTLINE PLANNING APPLICATION FOR THE ERECTION OF UP TO 110 DWELLINGS WITH PUBLIC OPEN SPACE, LANDSCAPING AND SUSTAINABLE DRAINAGE SYSTEM (SUDS) AND VEHICULAR ACCESS POINT FROM HENTHORN ROAD. ALL MATTERS RESERVED EXCEPT FOR MEANS OF ACCESS. LAND OFF HENTHORN ROAD, CLITHEROE

The Director of Economic Development and Planning reminded Committee that this application was on the agenda as it was minded to refuse at the last meeting.

She informed Committee that five agencies had been contacted regarding representing the Council on the highway refusal reason and all had declined.

REFUSED for the following reason:

1. The proposed development would result in an unsustainable form of development within the countryside. Due to the site's location, with a lack of cycling or suitable pedestrian access to the town centre, future residents will be wholly reliant on the car. As such the development is contrary to Key Statements DS2 and DMI2, as well as Policies DMG2 and DMG3, of the Ribble Valley Core Strategy and guidance contained within the National Planning Policy Framework.

(Councillor A Knox on behalf of Clitheroe Town Council spoke against the above application).

547 SECTION 106 APPLICATIONS

<u>Plan No</u>	<u>Location</u>	<u>Date to Committee</u>	<u>Number of Dwellings</u>	<u>Progress</u>
3/2018/0500	Land to East Clitheroe Road Barrow	1/11/18 4/10/18	10	With Planning
3/2018/0910	Sheepfold Crescent Barrow	29/11/18	26	With Agent

<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>
3/2017/0653	Land at Chatburn Road Clitheroe	28/6/18	21 weeks	30	Decision 22/11/18

548 APPEALS UPDATE

<u>Application No and reason for appeal</u>	<u>Date Received/ Appeal Start Date</u>	<u>Site Address</u>	<u>Type of Appeal Procedure</u>	<u>Date of Inquiry/Hearing if applicable</u>	<u>Progress</u>
3/2017/0961 R (Variation of S106 Ag)	Awaiting start date from PINS	Land at Chapel Hill Longridge	Hearing (to be confirmed by PINS)		
3/2017/0962 R	03/10/18	Land off Sheepfold Crescent, Barrow	Hearing	Wed 16/01/2018 Cttee Rm 1 booked	Awaiting Hearing
3/2018/0069 R	29/08/18	Land off Whalley Road Mellor Brook	WR		Appeal Dismissed 26/10/2018

<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>
3/2018/0263 R	20/08/18	Showley Brook Rest Home 10 Knowsley Road Wilpshire	WR		Appeal Dismissed 27/11/2018
3/2018/0303 R	28/09/18	Croftlands Chipping	WR There is a costs application		Appeal Dismissed 10/12/2018
3/2018/0537 R	28/09/18	Wiswell Brook Farm, Moorside Lane	WR		Appeal Dismissed 10/12/2018
3/2018/0079 R	23/07/18	New Ings Farm Hellifield Road Bolton by Bowland	WR		Awaiting Decision
3/2018/0480 R	12/11/18	The Tythe Barn Station Road Rimington	WR		Statement due 17/12/2018
3/2018/0474 R	Awaiting start date from PINS	Great Mitton Hall Mitton Road Mitton	HH appeal procedure Hearing requested (to be confirmed by PINS)		
3/2018/0468 R	Awaiting start date from PINS	Great Mitton Hall Mitton Road Mitton	LB Hearing (to be confirmed by PINS)		
3/2018/0447 R	27/11/2018	Eatoughs Barn Fleet Street Lane Ribchester	WR		Statement due 1/1/19
3/2018/0435 R	10/12/2018	32 Hall Street Clitheroe	WR		Statement due 14/01/18
3/2018/0816 R	Awaiting start date from PINS	39 Castle View Clitheroe	HH		

549 REVISED CAPITAL PROGRAMME 2018/2019

The Director of Resources submitted a report seeking Committee's approval of the revised capital programme for the current financial year for this Committee. No new capital schemes were planned for this Committee in the 2018/2019 capital programme. However, the introduction of the planning portal link to the planning application system and planning system update scheme which was included in the 2017/2018 capital programme was not completed by 31 March 2018 and had unspent budget of £30,200 available to that date. The unspent budget had been transferred into the 2018/2019 capital programme budget after

approval by this Committee in May 2018. As a result of this the total approved budget for this Committee's capital programme of one scheme was £30,200. Given this the revised estimate budget for the scheme would remain unchanged at £30,200. Any unspent budget would be carried forward to next year as slippage.

RESOLVED: That Committee approve the revised capital programme of £30,200 for this Committee as set out in the report.

#### 550 REVISED REVENUE BUDGET 2018/2019

The Director of Resources submitted a report outlining the revised revenue budget for 2018/2019 for this Committee. She reminded Members that at this time of year, the estimates are revised for the current financial year in order to predict the likely outturn. This also assists in preparing the original estimates for the coming financial year.

The original budget for 2018/2019 initially allowed 2% for both pay and price increases. However after the detailed estimates had been prepared, the national pay award was settled which increased the pay bill nationally by 2.707% in 2018/2019 and 2.802% in 2019/2020 with substantial increases in lower pay scales as well as using data on past performance. There had been detailed discussions with budget holders and Heads of Service on past service provision and future plans which played an integral part in the budget setting process.

She informed Committee that the revised budget for 2018/2019 showed a decrease in net expenditure of £121,040 after allowing for movement in earmarked reserves. A comparison between the original and revised budgets for each cost centre was included for Committee's information and the significant variances were highlighted.

RESOLVED: That Committee agree the revised revenue estimate for 2018/2019.

#### 551 ORIGINAL REVENUE BUDGET 2019/2020

The Director of Resources submitted a report asking Committee to agree the draft revenue budget for 2019/2020 for this Committee for consideration at Special Policy and Finance Committee.

With regard to the Council's overall financial position, she reminded Members that in September the four year budget forecast had predicted budget gaps of £101k in 2019/2020; £225k in 2020/2021 and £426k in 2021/2022.

She also reminded Members that 2019/2020 was the final year of the multi-year grant settlement which we had signed up to and as such we had not expected our allocations to change from those previously announced. Negative revenue support grant (RSG) for 2019/2020 of £108,866 was anticipated.

On 13 December 2018 the government announced the provisional financial settlement; for Ribble Valley this would mean

- Negative RSG had been eliminated gaining us £109k.
- The rural services delivery grant had been increased back to the same level as 2018/2019 gaining us £21k.
- The new homes bonus threshold remains at 0.4%.
- The Lancashire business rates pilot bid had been successful again from this would be dependent on actual business rate growth but estimates suggest it would be in the region of £400k
- The government are returning to local authorities the levy account surplus which would be £20k.

The government had also announced consultations on the future of business rate retention and the fair funding review, which may have a significant impact on our financial position beyond 2019/2020.

The Budget Working Group would continue to meet over the coming weeks and would ultimately make recommendations to Special Policy and finance Committee on 5 February 2019 in order to achieve a balanced budget.

The proposed fees and charges for 2019/2020 had been considered by Committee in October and had been incorporated into the service budgets. Following in-depth service analysis and meetings between accountants, budget holders, Heads of Service and Management Team, the proposed draft budget was now presented to Members.

Estimates had been prepared on current levels of service allowing for the nationally agreed pay award (average increase 2.8%) and price increases at 2%. The budget for each cost centre within the report was presented individually showing the original estimate savings, inflation, variations to the standard budgeted inflation, unavoidable changes to service costs, support services and capital charges, which then culminated in the draft original estimate for 2019/2020.

The report detailed individual budget areas under this Committee and comments were provided on the main variances. The draft budget was also summarised in two ways; one over the cost of the service provided by the committee (objective) and one over the type of expenditure and income (subjective).

The net expenditure for this Committee has decreased by £91,860 after allowing for associated movements on earmarked reserves. The main reasons for the net decrease were summarised for Committee's information.

**RESOLVED:** That Committee agree the revenue original estimate for 2019/2020 and submit to this to Special Policy and Finance Committee.

**552 PRE-APPLICATION ADVICE SERVICE – FAST TRACK**

The Director of Economic Development and Planning submitted a report seeking Members' approval in relation to the inclusion of household proposals to the fast track service and the implementation date of the fast track pre-application planning advice service. She requested that Members confirm that the implementation should have been from 1 November 2018.

It was important that the Council seeks ways of improving the pre-application service and it is considered that the inclusion of a household proposal scheme to the fast track service extends the range of services offered to the users. It is considered that the anticipated demand could be met by the existing resources.

RESOLVED: That Committee approve the inclusion of household proposals in the fast track service with the implementation date of 1 November 2018.

553 APPEALS

- i) 3/2013/0263 – Conversion and extensions to the former care home to create 5 dwellings at 10 Knowsley Road, Wilpshire – appeal dismissed;
- ii) 3/2018/0303 – Erection of 4 dwellings (3 net new dwellings) at Croftlands, Broad Meadow, Chipping – appeal dismissed;
- iii) Costs award – Croftlands, Broad Meadow, Chipping – allowed;
- iv) 3/2018/0537 – Erection of 1no self-build dwelling and associated work at Wiswell Brook Farm, Moorside Lane, Wiswell – appeal dismissed;
- v) Costs award - Wiswell Brook Farm, Moorside Lane, Wiswell – refused.

The meeting closed at 7.50pm.

If you have any queries on these minutes please contact Nicola Hopkins (414532).

## Minutes of the Extraordinary Meeting of the Council

Meeting Date: Tuesday, 15 January 2019, starting at 6.30pm  
Present: Councillor S Carefoot (Chairman)

Councillors:

P Ainsworth	S Hind
J E Alcock	S A Hirst
S Atkinson	S Hore
R Bennett	A M Knox
A Brown	S Knox
I Brown	G Mirfin
S Brunskill	R Newmark
S Carefoot	M Robinson
P M Dobson	I Sayers
P Dowson	G Scott
R J Elms	R E Sherras
M Fenton	R Swarbrick
M French	D Taylor
G Geldard	R J Thompson
R Hargreaves	N C Walsh
T Hill	J White
K Hind	

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

### 554 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillors S Bibby, P Elms, J Holgate, J Rogerson and D Smith.

Not in attendance: Councillor L Graves.

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

Councillor G Mirfin declared an interest in respect of emoluments received through his role on Accounts and Audit Committee.

### 556 PUBLIC PARTICIPATION

There was no public participation.

### 557 NOTICE OF MOTION

Councillor A Knox submitted a Notice of Motion that the Council confirm appointments to Chair, Vice Chairs and Committees following the Leader's resignation.



Councillor Atkinson proposed amendments to the Chairs, Vice Chairs, Committee Membership and Appointments to Outside Bodies which had been circulated. The proposal was seconded by Councillor R Swarbrick.

Members then debated the motion and a vote was taken.

RESOLVED: That the appointments to Chairs, Vice Chairs and Committees and Representatives to Outside Bodies be as set out below:

<b>CONSERVATIVE</b>	<b>LIBERAL DEMOCRAT</b>	<b>DEMOCRATIC CONSERVATIVE</b>	<b>LABOUR</b>
<b>COMMUNITY SERVICES (15)</b>			
	(11 seats)	(2 seats)	(2 seats)
Chairman:	S Hore	M Robinson	R Hargreaves
Vice Chairman:	R Newmark	S Knox	J Holgate
	J Alcock		
	A Brown		
	K Hind		
	S Hind		
	S Hirst		
	I Sayers		
	G Scott		
	N Walsh		
	J White		
<b>PLANNING &amp; DEVELOPMENT (15)</b>			
	(11 seats)	(2 seats)	(2 seats)
Chairman:	A Brown	M French	T Hill
Vice Chairman:	R Sherras	S Knox	R Thompson
	N Walsh		
	G Geldard		
	I Brown		
	P Dowson		
	S Hind		
	S Brunskill		
	J Rogerson		
	S Atkinson		
	R Bennett		

<b>CONSERVATIVE</b>	<b>LIBERAL DEMOCRAT</b>	<b>DEMOCRATIC CONSERVATIVE</b>	<b>LABOUR</b>
<b>HEALTH &amp; HOUSING (15)</b>			
	(12 seats)	(1 seat)	(2 seats)
Chairman:	B Hilton	M Robinson	R Hargreaves
Vice Chairman:	S Brunskill		R Thompson
	J White		
	D Smith		
	P Dobson		
	R Elms		
	L Graves		
	R Swarbrick		
	K Hind		
	R Newmark		
	R Sherras		
	S Bibby		
<b>PERSONNEL (9)</b>			
	(7 seats)	(1 seat)	(1 seat)
Chairman:	R Elms	A Knox	P Elms
Vice Chairman:	G Mirfin		
	P Dobson		
	P Ainsworth		
	J White		
	S Hore		
	D Taylor		
<b>LICENSING (15)</b>			
	(12 seats)	(1 seat)	(2 seats)
Chairman:	I Sayers	A Knox	R Hargreaves
Vice Chairman:	N Walsh		T Hill
	G Geldard		
	A Brown		
	S Bibby		
	S Hind		
	L Graves		
	G Scott		
	S Hore		
	G Mirfin		
	S Brunskill		
	S Atkinson		

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

<b>CONSERVATIVE</b>	<b>LIBERAL DEMOCRAT</b>	<b>DEMOCRATIC CONSERVATIVE</b>	<b>LABOUR</b>
<b>PARISH COUNCIL LIAISON (10 + 1 + 2)</b>			
	(10 seats)	(1 seat)	(2 seats)
Vice Chairman:	D Taylor	M Robinson	T Hill
	P Dobson		J Holgate
	P Dowson		
	L Graves		
	B Hilton		
	R Swarbrick		
	G Scott		
	R Sherras		
	D Smith		
	P Ainsworth		

## **REPRESENTATIVES ON OUTSIDE BODIES**

<b>ORGANISATION</b>	
Children's Trust	Stella Brunskill
Lancashire Waste Partnership	Ian Sayers
Langho Football Club	Alison Brown
Longridge Social Enterprise Company Limited	Rupert Swarbrick
Ribble Valley Sports & Recreation (Roefield Leisure Centre)	Stuart Hirst Sue Hind
Salesbury and Copster Green Commons Management Committee	Susan Bibby Stuart Hirst
Carer's Link	Susan Bibby

<b>ORGANISATION</b>	
Calderstones NHS Partnership	Bridget Hilton
Environment Agency Liaison Committee	Richard Sherras
Hanson Cement Liaison Committee	Richard Sherras Ruth Hargreaves Ian Sayers Ian Brown Allan Knox
Health & Wellbeing Board (LCC)	Bridget Hilton
LCC Health Scrutiny Committee	Bridget Hilton
East Lancs Health & Wellbeing Partnership	Bridget Hilton
NW Regional Older Peoples Champion Network	Susan Bibby
Pendle Club, Clitheroe	Sue Hind Ian Brown
Tarmac Liaison Committee	Paul Elms Ian Brown Allan Knox
NW Employer's Organisation	Stephen Atkinson Rosie Elms
Forest of Bowland (Area of Outstanding Natural Beauty) Advisory Committee	Rosemary Elms
Rural Services Network	Richard Sherras
Armed Forces Champion	Richard Sherras

<b>ORGANISATION</b>	
Clitheroe Royal Grammar School Foundation Trust	Stephen Atkinson
Citizen's Advice Bureau	Graham Geldard Mary Robinson
Hyndburn and Ribble Valley Council for Voluntary Services	Richard Newmark
LGA General Assembly	Ken Hind Allan Knox
Police & Crime Panel	Ged Mirfin Rupert Swarbrick
Ribble Valley Community Safety Partnership	Robert Thompson Ken Hind
Ribble Valley Community Transport	Ian Sayers
Whalley Educational Foundation Trust	Joyce Holgate

The meeting closed at 6.40pm.

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

## Minutes of Personnel Committee

Meeting Date: Wednesday, 16 January 2019 starting at 6.30pm  
Present: Councillor R J Elms (Chairman)

Councillors:

P Dobson	D Taylor
S Hore	J White
G Mirfin	

In attendance: Chief Executive, Head of HR.

558

### APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillors P Ainsworth, P Elms and A Knox.

559

### MINUTES

The minutes of the meeting held on 7 November 2018 were approved as a correct record and signed by the Chairman.

The Head of HR gave an update with regard to Minute 417 Human Resources Capacity and informed Committee that at the moment this issue was being analysed carefully and following a report to the Corporate Management Team, a report would be submitted to the next meeting of this Committee. She also informed Members that following a recent appeal hearing staff at the Depot had been reminded of the procedure for booking holidays and reporting sickness absence.

560

### DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

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

561

### PUBLIC PARTICIPATION

There was no public participation.

562

### REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from Representatives on Outside Bodies.

563

### PAY POLICY UPDATE

The Director of Resources submitted a report, the purpose of which was to review the Council's Pay Policy Statement in accordance with the Localism Act 2011.

The Head of HR reminded Members that it was a legal requirement for public sector organisations to publish their pay policy statement on an annual basis to ensure transparency as to how pay and remuneration was set by the Council. In particular it specified certain mandatory requirements that must be detailed within the policy. The Head of HR highlighted the new pay structure which had been updated nationally; and the fact that as the Council employed under 250 staff there was currently no requirement to publish information with regard to the gender pay gap.

RESOLVED: That Committee

1. receive the report; and

\*\*\*

2. recommend the Pay Policy Statement for 2019/2020 for approval by Full Council at its meeting on 5 March 2019.

\*\*\*

#### 564 ANNUAL REVIEW OF UNION FACILITIES AGREEMENT

The Director of Resources submitted a report for Committee's information on the operation of the Union Facilities Agreement over the last 12 months. The Head of HR explained that the Department for Communities and Local Government had issued a revised transparency code in October 2014 which specified the open data local authorities must produce. One category of data was specifically concerned with time spent on union duties. The Council had created a Union Facilities Agreement to monitor such time which was working well.

The time spent by the officer on union duties for the period 1 January 2018 to 31 December 2018 equated to approximately 22.5 days.

In addition, the Head of HR advised Members that some monies were being reclaimed from Unison regional office for the time spent on regional duties by the branch secretary.

RESOLVED: That the report be noted.

#### 565 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.

#### 566 APPOINTMENTS AND RESIGNATIONS

The Director of Resources submitted a report for Committee to consider with regard to appointments and resignations that had taken place since the last meeting.

The Head of HR drew attention to three members of staff who had retired from the authority after more than 20 years' service each.



Members discussed the number of movements currently taking place in the Council and a discussion ensued around recruitment and retention and the difficulties currently being experienced in filling vacant posts. The Head of HR reported that benchmarking data showed the Council was falling behind other Councils in relation to its pay and remuneration of staff.

RESOLVED: That Committee

1. note and approve the decisions taken by Corporate Management Team as outlined in the report;
2. write letters of thanks to those staff retiring from the authority where appropriate; and
3. request the Chief Executive to submit a report on remuneration benchmarking data and recruitment difficulties to the next meeting of this Committee and to a future meeting of Policy and Finance Committee.

567 ILL HEALTH RETIREMENT

The Director of Resources submitted a report for Committee's information on the circumstances relating to the early retirement on ill health grounds of a member of staff. She informed Committee that ill health retirement had been approved in line with the Council's procedures.

RESOLVED: That the report be noted.

568 TRAINING REPORT

The Director of Resources submitted a report for Committee's information on the training courses approved since the last meeting.

A discussion ensued with regard to training for new members of the Council after the elections in May.

RESOLVED: That Committee ask the Chief Executive to submit a potential outline of a programme of induction/training for new members of the Council to the next meeting of this Committee.

The meeting closed at 6.57pm.

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

## Minutes of Health & Housing Committee

Meeting Date: Thursday, 17 January 2019, starting at 6.30pm  
Present: Councillor B Hilton (Chairman)

Councillors:

S Bibby	R Newmark
S Brunskill	R Sherras
P Dobson	D Smith
R Elms	R Swarbrick
L Graves	J White
K Hind	

In attendance: Chief Executive, Director of Resources, Strategic Housing Officer, Senior Accountant.

Also in attendance: Councillor M Fenton and S Hind.

### 569 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillors R Hargreaves, M Robinson and R Thompson.

### 570 MINUTES

The minutes of the meeting held on 8 November 2018 were approved as a correct record and signed by the Chairman.

Councillor S Hind was given permission to speak on this item and asked if there was any progress on Minute 424 relating to 18 Siddows Avenue, Clitheroe. The Strategic Housing Officer informed Committee that investigations were still proceeding with regard to this property and that the owner of the property had informed them that the sale was progressing.

Committee asked her to make contact with the mortgage lender in order to obtain more information and report back directly to Councillor S Hind.

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

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

### 572 PUBLIC PARTICIPATION

There was no public participation.

### 573 REVISED CAPITAL PROGRAMME 2018/19

The Director of Resources submitted a report seeking Committee's approval of the revised Capital Programme for the current financial year for this Committee. The original Capital Programme for 2018/19 had been approved by Policy and Finance Committee in February 2018 and Full Council in March 2018, since then

regular reports have been presented to this Committee on progress with and any changes to the Capital Programme.

As a result of the above the total approved budget for this Committee's Capital Programme of four schemes was £887,420.

Following discussions on each of the schemes with budget holders, the revised estimate for this Committee's Capital Programme of three schemes was £891,240, an increase of £3,820 from the previously approved capital budget. The main changes to the budget at revised estimate stage were on the Disabled Facilities Grants and the Clitheroe Market Improvements schemes.

Additional funding for Disabled Facilities Grants from the Ministry of Housing, Communities and Local Government and Onward Homes had increased the budget for this scheme by £178,820 to £771,340. £143,310 of this additional funding had only been confirmed after the written report for this agenda item had been sent to Committee Members, so a verbal update was reported to Members on this.

The Clitheroe Market Improvements Scheme remains on hold and it was recommended that the £175,000 budget be moved to 2019/20 at revised estimate stage, leaving the 2018/19 revised estimate at nil.

At the end of December 2018 £498,718 had been spent or committed. This equated to 56% of the revised estimate capital budget for this Committee.

For Disabled Facilities Grants, there had been significantly higher levels of referrals and grants approved this year than in previous years. Therefore, the grant approval process had been amended to ensure the total of grant approval commitments in-year was confined to the yearly Disabled Facilities Grants budget available.

RESOLVED: That Committee approve the 2018/19 revised estimate of £891,240 for this Committee's Capital Programme.

#### 574 REVISED REVENUE BUDGET 2018/19

The Director of Resources submitted a report outlining the Revised Revenue Budget for 2018/19 for this Committee. Members were reminded that at this time of year the estimates are revised for the current financial year in order to predict the likely outturn. This also assists in preparing the original estimates for the coming financial year.

The revised estimate was set through detailed discussions between the accountants and budget holders, which took into account actual income and expenditure so far in 2018/19, any changed circumstances or new budget areas and operational plans for the rest of the year.

Committee were informed that the revised budget for 2018/19 showed an increase in net expenditure of £34,840 to £993,390 after allowing for movements on earmarked reserves. A comparison between the original and revised budgets for each cost centre was included for Committee's information and the significant variances were highlighted.

Members asked questions with regard to various cost centre budgets, in particular Dog Wardens.

RESOLVED: That Committee agree the revenue revised estimate for 2018/19.

#### 575 ORIGINAL REVENUE BUDGET 2019/20

The Director of Resources submitted a reporting asking Committee to agree the draft Revenue Budget for 2019/20 for this Committee for consideration at Special Policy and Finance Committee.

With regard to the Council's overall financial position, she reminded Members that in September the 4 year budget forecast had predicted budget gaps of £101k in 2019/20; £225k in 2020/21 and £426k in 2021/22.

She also reminded Members that 2019/20 was the final year of the multi-year grant settlement which we had signed up to and as such we had not expected our allocations to change from those previously announced. A negative Revenue Support Grant (RSG) for 2019/20 of £108,866 was anticipated.

On 13 December 2018 the Government announced the provisional financial settlement; for Ribble Valley this would mean:

- a negative RSG had been eliminated gaining us £109k.
- the Rural Services Delivery Grant had been increased back to the same level as 2018/19 gaining us £21k;
- the New Homes Bonus threshold remains at 0.4%.
- the Lancashire Business Rates Pilot Bid had been successful. A gain from this would be dependent on actual business rate growth but estimates suggest it could be in the region of £400k;
- the Government are returning to local authorities the levy account surplus, which would be £20k for Ribble Valley.

The Government had also announced consultations on the future of Business Rate Retention and the Fair Funding Review which may have a significant impact on our financial position beyond 2019/20.

The Budget Working Group would continue to meet over the coming weeks and would ultimately make recommendations to Special Policy and Finance Committee on 5 February 2019 in order to achieve a balanced budget.

The proposed fees and charges for 2019/2020 had been considered by Committee in November and had been incorporated into the service budgets. Following in-depth service analysis and meetings between accountants, budget holders, Heads of Service and Management Team, the proposed draft budget for this Committee was now presented to Members.

Estimates had been prepared on current levels of service allowing for the nationally agreed pay award (average increase 2.8%) and price increases at 2%. The budget for each cost centre within the report was presented individually showing the 2018/19 original estimate, savings, inflation, variations to the

standard budgeted inflation, unavoidable changes to service costs, support services changes, and capital charges changes, which then culminated in the draft original estimate for 2019/20.

The draft budget was also summarised in two ways; one over the cost of the service provided by the Committee (objective) and the other over the type of expenditure and income (subjective).

The net expenditure for this Committee is estimated to increase by £84,840 to £1,043,390 after allowing for associated movements on earmarked reserves. The main reasons for the net increase were explained for Committee's information.

RESOLVED: That Committee approve the revenue original estimate for 2019/20 and submit this to Special Policy and Finance Committee.

#### 576 APPROVE ADOPTION OF HOMELESSNESS STRATEGY 2018-2021

The Director of Economic Development and Planning submitted a report requesting Committee to approve the Homelessness Strategy 2018 to 2021. Committee were reminded that at their meeting in October 2018 the draft Homelessness Strategy was presented and it was agreed that it should go out to consultation until 31 December 2018. The document had been discussed at the Homeless Steering Group and the strategy had been amended to reflect all comments received and it was now proposed the current document be adopted.

Members asked various questions with regard to the document with particular reference to affordable houses, the current consultation on CIL/Section 106.

RESOLVED: That Committee adopt the Homelessness Strategy for 2018/21 and instruct the Chief Executive to prepare an annual monitoring report on the completed actions for this Committee.

#### 577 SETTING A MAXIMUM VALUE FOR AFFORDABLE DISCOUNT SALE PROPERTY

The Director of Economic Development and Planning submitted a report proposing a maximum value for affordable discount sale units developed in the borough in order to ensure the units meet the affordable housing definition.

The cost of housing compared to household income ratio is frequently used in research into housing affordability. In Ribble Valley the high house prices compared to income levels is often used to support affordable housing delivery and to highlight the difficulties households face in order to access home ownership.

Home ownership had become increasingly difficult to access, particular for first time buyers as house price growth had outstripped growth in wages. The decline in the affordability of home ownership together with pressure on the social rented sector had prompted growth in private renting as private rents rise the private rented sector had experienced its own affordability issues. Access to social housing was also constrained by lack of supply.

It was now proposed to set a maximum value of an affordable discount sale housing unit in the borough. Using the definition of affordable housing for discount sale property “to address the housing needs of those households unable to access the housing market” could be challenged where there is no upper values set for the sale of discount sale units and hence why there is a proposal to set a maximum value. The proposal was for a value to be set which would be calculated using the following formula – the average weekly full time income in the borough x 1.5 = for weekly household income x 52 for the annual income x 4 for which is the standard mortgage calculation. This would equate to a maximum value of £188,729. This would therefore be fixed as the upper limit that any affordable discount sale unit could be sold for at first sale. It was proposed that this formula would be included in the Section 106 definition of discount sale.

RESOLVED: That Committee

1. accept the proposal to introduce a formula as the maximum value of a discount sale affordable property;
2. agree that the proposed formula be consulted upon for a period of 6 weeks, in particular with mortgage lenders; and
3. The Director of Economic Development and Planning report back to this Committee with recommendations following the consultation.

#### 578 INDEPENDENT REVIEW OF DISABLED FACILITIES GRANTS

The Director of Economic Development and Planning submitted a report for Committee’s information on an independent review of disabled facilities grant process that had been commissioned by the Department of Health and Social Care. The review looked at how the DFG currently operates and makes evidence base recommendations for the future.

The overall aim was to support more people of all ages to live in suitable housing so that they can stay independent for longer and make the case for more joined up action across health, housing and social care.

RESOLVED: That the report be noted.

#### 579 LCC HOUSING WITH CARE AND SUPPORT STRATEGY 2018 – 2025

The Director of Economic Development and Planning submitted a report informing Members that Lancashire County Council had produced a Housing with Care and Support Strategy 2018 – 2025 and that the document was currently out for consultation. The Borough Council had been invited to take part in the consultation which would be a key document to assist the development of new housing and support options for adults.

The draft document proposes the development of an extra care scheme in the borough and in every borough in Lancashire; also a shift in the model for adult with learning difficulties.

The Housing Strategy Officer reported that a response to the draft consultation would be sent through to Lancashire County Council once the question over the revenue costs of the scheme was addressed. Should any Members wish to add comments they should be sent to her by 20 January 2019.

RESOLVED: That the report be noted.

580 NOTES OF THE HEALTH AND WELLBEING PARTNERSHIP DATED  
6 DECEMBER 2018

The notes of the meeting held on 6 December 2018 were noted by Committee.

581 REPORTS OF REPRESENTATIVES ON OUTSIDE BODIES

There were no reports of Representatives on Outside Bodies.

582 EXCLUSION OF PRESS AND PUBLIC

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

583 GENERAL REPORT – GRANTS

The Director of Economic Development and Planning submitted details of eight disabled facilities grants, one adaptation grant and five affordable warmth grants. No landlord and tenant grants had been approved since the last report.

RESOLVED: That the report be noted.

584 AFFORDABLE HOUSING UPDATE

The Director of Economic Development and Planning submitted a report for Committee's information with the minutes of the Strategic Housing Working Group held on 21 November 2018.

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, 22 January 2019 starting at 6,30pm  
Present: Councillor S Atkinson (Chairman)

Councillors:

R Bennett	A Knox
S Bibby	G Mirfin
A Brown	J Rogerson
M French	I Sayers
T Hill	D T Smith
K Hind	R Swarbrick
S Hirst	

In attendance: Chief Executive, Director of Resources, Director of Community Services, Director of Economic Development and Planning.

Also in attendance: Councillors M Fenton, S Hind and N Walsh.

### 585 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillor P Elms.

### 586 MINUTES

The minutes of the meeting held on 20 November 2018 were approved as a correct record and signed by the Chairman.

The Chief Executive referred to Minute 474 Voter ID Pilot and informed Committee that the Borough Council would no longer be doing this as further information received from the Cabinet Office had led him to believe it would be too resource intensive and would interfere with the smooth running of the election, especially with the elections being carried out on the new ward boundaries.

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

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

### 588 PUBLIC PARTICIPATION

There was no public participation.

### 589 DEVELOPMENT OF CLITHEROE MARKET SITE

The Director of Economic Development and Planning submitted a report giving Members an update on the market area re-development project and agreeing a way forward in respect of a development scheme for the site. She reminded Committee that on 1 December 2015 following a procurement process, Barnfield Construction Ltd were selected as the preferred bidder to deliver their scheme submitted as part of the procurement process. In July 2016 a proposed scheme



for the market development was subject to a public consultation exercise, following which the Market Development Working Group concluded that the scheme should be amended to respond to the comments received. At Policy and Finance Committee on 19 June 2018, Members considered the amended scheme which saw a reduction in the scale of development and consideration of the leisure officer within the development and approved the scheme in principle for it to move forward to the next stage. However, at Policy and Finance Committee on 25 September 2018, Members agreed that rather than progress with the actions agreed at the June Policy and Finance Committee, a further report would be brought to a later Committee to advise Members on alternative ways forward for the re-development of this site. The Council needs to ensure that it achieves best consideration as well as an affordable and viable financial appraisal to establish value for money in respect of this scheme, in accordance with Section 123(2) of the Local Government Act 1972. Members were advised that these matters would need to be fully considered when progressing any development scheme on the market site.

In December 2018 the Ministry of Housing, Communities and Local Government (MHCLG) published a call for expressions of interest to bid for part of the £675m Future High Streets Fund. This fund was intended to renew and reshape town centres and high streets in a way that improves experience, drives growth and ensures future sustainability. The competition for the fund would take place over two phases – phase 1 a process calling for expressions of interest, and phase 2 the short listed places will develop their strategic vision and full business cases. The fund would contribute up to a maximum of £25m to each successful place, however MHCLG are expecting to see a range of project sizes coming forward in the region of £5-10m per town centre.

The Council was committed to bringing forward a scheme for the re-development of the market area but this needs to be done in the context of delivering the right development for the town centre. Given the Council's ambitions for Clitheroe town centre and the announcement of the future high street fund, there are now other options for delivering the Council's vision for the wider Clitheroe town centre.

Councillor M Fenton and S Hind were given permission to speak on this item and asked that Committee consider the option of bidding to the Future High Streets Fund.

Members discussed the options available and felt that a bid to the Future High Streets Fund would be an opportunity to look at the market site in context with Clitheroe town centre.

**RESOLVED:** That Committee agree to terminate the original procurement exercise and work up an expression of interest for the Future High Streets Fund

#### 590 REVISED CAPITAL PROGRAMME 2018/2019

The Director of Resources submitted a report seeking Committee's approval of the revised capital programme for the current financial year for this Committee. The original capital programme for 2018/2019 had been approved by Policy and Finance Committee in February 2018 and since then regular reports had been presented to this Committee on progress with the capital programme. In

February 2018 three new capital schemes with a total approved budget of £156,420. Since then the following changes had been made:

- Three schemes in the 2017/2018 capital programme were not completed by 31 March 2018 and had unspent budget available at that date which was transferred into the 2018/2019 capital programme budget. An additional budget of £10,500 was approved by this Committee in September 2018 for the additional estimated cost of the replacement server for revenues and benefits scheme.

As a result of the above the total approved budget for this Committee's capital programme of six schemes was £253,060. Following discussion on each of the schemes in the capital programme with budget holders, the revised estimate is £161,730, a reduction of £91,330 from the previously approved capital budget. Reasons for this reduction were outlined to Committee.

The Director of Resources reported that the expenditure and commitments to the end of December 2018 represented 69% of the revised estimate. The report outlined the full capital programme by scheme including the budget and expenditure to date for Committee's information.

RESOLVED: That Committee approve the revised capital programme of £161,730 for this Committee as set out in the report.

#### 591 REVISED REVENUE BUDGET 2018/2019

The Director of Resources submitted a report outlining the revised revenue budget for 2018/2019 for this Committee. She reminded Members that at this time of year the estimates are revised for the current financial year in order to predict the likely outturn. This also assists in preparing the original estimates for the coming financial year.

The original budget for 2018/2019 initially allowed 2% for both pay and price increases, however after the detailed estimates had been prepared, the national pay award was settled which increased the pay nationally by 2.707% in 2018/2019 and 2.802% in 2019/2020 with substantial increases in lower pay scales. As well as using data on past performance, there had been detailed discussions with budget holders and Heads of Service on past service provision and future plans which played an integral part in the budget setting process.

She informed Committee that the revised budget for 2018/2019 showed an increase in net expenditure of £10,320, more than the original estimate after allowing for transfers to and from earmarked reserves. A comparison between the original and revised budgets for each cost centre was included for Committee's information and the significant variances were highlighted.

RESOLVED: That Committee agree the revised revenue estimate for 2018/2019.

#### 592 ORIGINAL REVENUE BUDGET 2019/2020

The Director of Resources submitted a report asking Committee to agree the draft revenue budget for 2019/2020 for this Committee for consideration at Special Policy and Finance Committee.

With regard to the Council's overall financial position, she reminded Members that in September the four year budget forecast had predicted budget gaps of £101k in 2019/2020; £225k in 2020/2021 and £426k in 2021/2022.

She also reminded Members that 2019/2020 was the final year of the multi-year grant settlement which we had signed up to and as such we had not expected our allocations to change from those previously announced. Negative Revenue Support Grant (RSG) for 2019/2021 of £108,866 was anticipated. On 13 December 2018 the government announced the provisional financial settlement; for Ribble Valley this would mean:

- negative RSG had been eliminated gaining us £109k;
- the Rural Services Delivery grant had been increased back to the same level as 2018/2019 gaining us £21k;
- the New Homes Bonus threshold remains at 0.4%;
- the Lancashire Business Rates Pilot Bid had been successful, a gain from this would be dependent on actual business rate growth but estimates suggest it could be in the region of £400k;
- the government are returning to local authorities the levy account surplus which would be £20k.

The government had also announced consultations on the future of business rate retention and the fair funding review, which may have a significant impact on our financial position beyond 2019/2020.

The Budget Working Group would continue to meet over the coming weeks and would ultimately make recommendations for Special Policy and Finance Committee on 5 February 2019 in order to achieve a balanced budget.

The proposed fees and charges for 2019/2020 had been considered by Committee in November and had been incorporated into the service budgets. Following in-depth service analysis and meetings between accountants, budget holders, Heads of Service and management team the proposed draft budget was now presented to Members.

Estimates had been prepared on current levels of service allowing for the nationally agreed pay award (average increase 2.8%) and price increases at 2%. The budget for each cost centre within the report was presented individually showing the original estimate, savings, inflation, variations to the standard budgeted inflation, unavoidable changes to service costs, support services and capital charges which then culminated in the draft original estimate for 2019/2020.

The report detailed individual budget areas under this Committee and comments were provided on the main variances.

The draft budget was also summarised in two ways; one over the cost of the service provided by the Committee (objective) and the other over the type of expenditure and income (subjective).

The net expenditure for this Committee is estimated to increase by £111,370 to £2,202,040 after allowing for associated movements on earmarked reserves. The main reasons for this increase were summarised for Committee's information.

RESOLVED: That Committee agree the revenue original estimate for 2019/2020 and submit this to the Special Policy and Finance Committee.

593 AUTUMN BUDGET 2018 – RETAIL RELIEF

The Director of Resources submitted a report informing Committee that the Chancellor in his 2018 budget had introduced a business rates retail relief scheme for 2019/2020 and 2020/2021. The report sought Committee's approval to amend the Discretionary Rate Relief Policy to allow the relief to be granted without an application in writing as proposed by the government.

The Localism Act 2018 amended Section 47 of the Local Government Finance Act 1992 to give local authorities the power to reduce business rates as they think fit. Since this power was introduced, the government had chosen to introduce numerous temporary relief without the need to amend the primary legislation. On each occasion guidance had been provided requiring local authorities to adopt their own schemes for awarding the relief that required an application to be made by the ratepayer to confirm that the award of the relief would not breach state aid rules.

The relief of one third of the rates payable would apply to occupied premises with a rateable value of less than £51,000 that are wholly or mainly used as shops, restaurants, cafes and drinking establishments. An initial analysis of this had identified approximately 250 premises that would meet the criteria.

To enable us to grant the relief using our current discretionary rate relief policy, Committee needed to authorise the award of this relief without the requirement for a written application on this occasion.

Members asked several questions with regard to this issue.

RESOLVED: That Committee authorise the Director of Resources to grant discretionary rate relief to those ratepayers who meet the criteria as set out in the guidance issued by government without the need for a written application.

594 LOCAL TAXATION WRITE-OFFS

Committee were asked to approve the write-off of business rates debts relating to one case where a company had been dissolved. Reasonable steps by various means had been taken to collect this debt.

RESOLVED: That Committee approve the writing off of £4,260.61 in business rates where it had not been possible to collect the amounts due.

595 REVIEW OF FINANCIAL REGULATIONS AND CONTRACT PROCEDURE RULES

The Director of Resources submitted a report asking Committee to consider a recommendation that Council accept the updated financial regulations and

contract procedure rules. These are key components of the Council's constitution and corporate governance arrangements and apply to every Member and officer of the Council and anyone acting on the Council's behalf.

The report highlighted the main changes and clarifications that had been made to the financial regulations and to the contract procedure rules.

\*\*\* RESOLVED: That Committee recommend to Full Council the acceptance of the revised financial regulations and revised contract procedure rules. \*\*\*

#### 596 TREASURY MANAGEMENT MONITORING

The Director of Resources submitted a report for Committee's information on the treasury management activities for the period 1 April to 31 December 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
- Exposure to risk

RESOLVED: That the report be noted.

#### 597 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 performance
- Housing benefit overpayments

RESOLVED: That the report be noted.

#### 598 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from Representatives on Outside Bodies.

#### 599 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That by virtue of the fact that the following item of business be exempt information under Category 1 of Schedule 12A of the Local Government Act 2972 the press and public be now excluded from the meeting.

600 LOCAL TAXATION WRITE-OFFS

Committee considered a report asking them to approve the writing-off of a Council Tax debt relating to an individual where it has not been possible to collect the amount due.

RESOLVED: That Committee approve the writing-off of £1,207.16 of Council Tax debts plus £60 costs where it had not been possible to collect the amount due.

The meeting closed at 7.15pm.

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

## Minutes of Economic Development Committee

Meeting Date: Thursday, 24 January 2019 starting at 6.30pm  
Present: Councillor S Hirst (Chairman)

Councillors:

P Ainsworth	K Hind
S Bibby	I Sayers
P Dowson	J Rogerson
M Fenton	R Swarbrick
M French	

In attendance: Director of Economic Development and Planning, Head of Cultural and Leisure Services, Head of Regeneration and Housing and Senior Accountant.

### 601 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillors I Brown, P Elms, R Elms and J Holgate.

Not in Attendance – Councillor D Taylor.

### 602 MINUTES

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

Councillor K Hind referred to Minute 460 in regard to the market re-development and the recent decision of Policy and Finance Committee to apply to the Future High Street Fund. He requested that the public and interested groups be consulted on any new scheme going forward.

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

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

### 604 PUBLIC PARTICIPATION

There was no public participation.

### 605 REVISED CAPITAL PROGRAMME 2018/2019

The Director of Resources submitted a report seeking Committee's approval of the revised capital programme for the current financial year for this Committee. No new capital schemes were planned for this Committee as part of the original estimate capital programme, however the Economic Development Initiative Scheme budget of £100,000 was moved from the 2017/2018 capital programme to the 2018/2019 capital programme because there were no appropriate

development opportunities that required funding from this scheme in 2017/2018. Consequently the 2018/2019 capital programme for this Committee was made up of one scheme with a total budget of £100,000.

RESOLVED: That committee approve the revised capital programme of £100,000 for this Committee as set out in the report.

#### 606 REVISED REVENUE BUDGET 2018/2019

The Director of Resources submitted a report outlining the revised revenue budget for 2018/2019 for this Committee. Members were reminded that at this time of year, the estimates are revised for the current financial year in order to predict the likely outturn. This also assists in preparing the original estimates for the coming financial year.

The original budget for 2018/2019 initially allowed 2% for both pay and price increases, however after the detailed estimates had been prepared, the national pay award was settled which increased the pay bill nationally by 2.707% in 2018/2019 and 2.802% in 2019/2020 with substantial increases in lower pay scales. As well as using data on past performance there had been detailed discussions with budget holders and Heads of Service on past service provision on future plans which played an integral part in the budget setting process. Committee were informed that the revised budget for 2018/2019 showed an increase in net expenditure of £5,100 more than the original estimate after allowing for transfers to and from earmarked reserves. A comparison between the original and revised budgets for each cost centre was included for Committee's information and the significant variances were highlighted.

RESOLVED: That Committee agree the revenue revised estimate for 2018/2019.

#### 607 ORIGINAL REVENUE BUDGET 2019/2020

The Director of Resources submitted a report asking Committee to agree the draft revenue budget for 2019/2020 for this Committee for consideration at Special Policy and Finance Committee.

With regard to the Council's overall financial position, Members were reminded that in September the four year budget forecast had predicted budget gaps of £101k in 2019/2020; £225k in 2020/2021 and £426k in 2021/2022.

Members were also reminded that 2019/2020 was the final year of the multi-year grant settlement which we had signed up to and as such we had not expected our allocations to change from those previously announced. A negative Revenue Support Grant (RSG) from 2019/2020 of £108,866 was anticipated.

On 13 December 2018 the government announced the provisional financial settlement; for Ribble Valley this would mean:

- A negative RSG had been eliminated gaining us £109k;



- The Rural Services Delivery Grant had been increased back to the same level as 2018/2019 gaining us £21k;
- The new homes bonus threshold remains at 0.4%;
- The Lancashire Business Rates Pilot bid had been successful, a gain from this would be dependent on actual Business Rate growth but estimates suggest it would be in the region of £400k; The government are returning to local authorities the levy account surplus which would be £20k.

The government had also announced consultations on the future of Business Rate retention and the Fair Funding Review which may have a significant impact on our financial position beyond 2019/2020.

The Budget Working Group would continue to meet over the coming weeks and would ultimately make recommendation to Policy and Finance Committee on 5 February 2019 in order to achieve a balanced budget. The proposed fees and charges for 2019/2020 had been considered by Committee in October and had been incorporated into the service budgets. Following in-depth service analysis and meetings between accountants, budget holders, Heads of Service and Management Team, the proposed draft budget was now presented to Members.

Estimates had been prepared on current levels of service allowing for the nationally agreed pay award (average increase 2.8%) and price increases at 2%. The budget for each cost centre within the report was presented individually showing the original estimate savings, inflation, variations to the standard budgeted inflation, unavoidable changes to service costs, support services and capital charges, which then culminated in the draft original estimate for 2019/2020.

The report detailed individual budget areas under this committee and comments were provided on the main variances.

The draft budget was also summarised in two ways; one over the cost of the service provided by the Committee (objective) and the other over the type of expenditure and income (subjective).

The net expenditure for this Committee is estimated to increase by £18,750. The main reasons for this net increase were summarised for Committee's information.

RESOLVED: That Committee agree the revenue original estimate for 2019/2020 and submit this to the Special Policy and Finance Committee.

#### 608 RIBBLE VALLEY ECONOMIC PARTNERSHIP LAUNCH EVENT

The Director of Economic Development and Planning submitted a report providing Committee with information relating to plans for a launch of the Ribble Valley Economic Partnership and development of the Council's Economic Plan. At the last Economic Development Committee meeting on 15 November 2018 it had been agreed that the Council would lead on the establishment of a strategic forum to consider local economic issues. It was proposed that the forum would

provide a valuable platform to help develop the Council's economic strategy and get stakeholder input. This would help align a number of partnership groups into an umbrella forum to help joint working,

It was proposed that the plan would be set out in a simple and coherent format and would contain five suggested areas for consideration; people, places, business support and growth, connectivity and tourism. With these areas of consideration in mind, it was suggested that the launch of the Economic Partnership would be an opportunity to consult with local businesses for them to advise on key issues/concerns within each area.

It was intended that the session be interactive following introductions and key note briefings and would encourage business input to help shape the strategy at the start of the process. The launch event was planned to take place on Wednesday, 27 February 2019 in the Council Chamber and all Members of this Committee were invited to attend.

RESOLVED: That the report be noted.

609 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from Representatives on Outside Bodies.

610 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 of Part 1 of Schedule 12A of the Local Government Act 1972, the press and public be now excluded from the meeting.

611 EMPLOYMENT LAND

The Director of Economic Development and Planning submitted a report for Members' information in relation to emerging employment land issues. He informed Committee that there had been significant activity on sites with sites being developed out across the borough and there were a number of matters emerging in relation to some sites and commitments that should be monitored.

RESOLVED: That the report be noted.

The meeting closed at 7pm.

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

## Minutes of Licensing Committee

Meeting Date: Tuesday, 29 January 2019 starting at 6.30pm  
Present: Councillor I Sayers (Chairman)

Councillors:

S Atkinson	T Hill
S Bibby	S Hind
A Brown	S Hore
S Brunskill	A Knox
G Geldard	G Mirfin
L Graves	G Scott
R Hargreaves	N Walsh

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

### 612 APOLOGIES

There were no apologies for absence from the meeting.

### 613 MINUTES

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

### 614 MINUTES OF LICENSING SUB-COMMITTEES – 6 NOVEMBER 2018 AND 14 DECEMBER 2018

Committee received the Minutes of the Licensing Sub-Committee meetings held on 6 November 2018 and 14 December 2018.

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

Councillor G Mirfin declared a non-pecuniary interest in agenda item 9.

### 616 PUBLIC PARTICIPATION

There was no public participation.

### 617 CONSULTATION RESPONSE – REVISION OF TAXI LICENSING POLICY AND PROCEDURES FOLLOWING GUIDANCE ON DETERMINING SUITABILITY OF APPLICANTS AND LICENSEES IN HACKNEY AND PRIVATE HIRE TRADES

The Chief Executive submitted a report informing Committee of the consultation response and seeking their approval of the amended private hire and hackney carriage policies and procedures.

Committee had considered this issue at its meetings in June and September 2018 and resolved to adopt the guidance and authorise the Head of Legal and Democratic Services to consult upon the proposed amendments to the policy for licensing and hackney carriage drivers and vehicles, private hire operators, drivers and vehicles, 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.

The Council had consulted with all relevant licence holders upon the proposed amendments between 30 October 2018 and 11 January 2019. The Council had received one response which did not relate to the proposed revision of the policy. Variation of the revised policy in this respect was not appropriate.

The revised documents were included in the report for Committee to consider.

RESOLVED: That Committee approve the revised policy for the licensing of hackney carriage drivers and vehicles, private hire operators, drivers and vehicles, statement of policy and guidelines on relevant convictions and conditions of licence as outlined in the report.

#### 618 SCRAP METAL DEALERS POLICY

The Chief Executive submitted a report informing Committee of the results of the consultation and seeking their adoption of the revised Scrap Metal Dealers Policy.

The Scrap Metal Dealers Act 2013 came into force on 1 October 2013. In September 2018 Committee resolved to approve the draft revised Scrap Metal Dealers Policy and authorised the Head of Legal and Democratic Services to consult upon it. This had subsequently been done. The Council had not received any responses to this consultation.

RESOLVED: That Committee adopt the Scrap Metal Dealers Policy as outlined in the report.

#### 619 LICENSING OF SEX ESTABLISHMENTS

The Chief Executive submitted a report informing Committee of the results of the consultation and seeking their approval to the adoption of the revised policy for the determination of applications for sex establishments.

Committee had considered the revised policy for the determinations of applications for sex establishments in September 2018 and since then a consultation had taken place from 16 October 2018 to 11 January 2019. The Council had not received any response to this consultation.

RESOLVED: That Committee adopt the Corporate Policy for the Determination of Applications for Sex Establishments as outlined in the report.

#### 620 WHALLEY CUMULATIVE IMPACT ASSESSMENT – APPROVAL OF DRAFT FOR CONSULTATION

The Chief Executive submitted a report seeking Committee's approval of the draft Cumulative Impact Assessment for Whalley prior to formal consultation. If approved the assessment would form part of the Council's Licensing Policy.

In response to the concerns expressed by local residents in Whalley via their Borough and Parish representatives, the matter had been considered by Committee at its meeting which took place in April 2018 to consider whether

formal soundings should be taken as to the local support for a Cumulative Impact Policy. In September 2018 Committee had considered the responses received and decided to progress the CIA, the legislative position having altered in the interim to replace cumulative impact policies with cumulative impact assessments.

Following on from the decision of Committee to progress a CIA for Whalley, information had been sought to form the evidence base necessary to justify the assessment. Evidence relating to crime and disorder showed a relatively low number of recorded incidents and in certain areas showed a trend of decreasing numbers of recorded incidents. Also taken into account were the clear response from local residents both in terms of the number of responses and expressions of support, together with the evidence provided from the records of the Environmental Health and Enforcement Officers with particular reference to the prevention of public nuisance.

The Head of Legal and Democratic Services informed Committee that the introduction of a CIA would not be retrospective and would not automatically have effect, in that responsible authorities would still have to make representations in relation to each application. It would create a rebuttable presumption but would still require each application to be considered on its merits.

Committee had decided in April 2018 to limit the area of the CIA to the new Whalley and Painterwood ward boundary. It was also apparent from the responses received from local residents that, whilst there were considered to be sufficient premises which operate until 1800 hours, the majority of problems in relation to crime and disorder and public nuisance related to premises which opened after 1800 hours and were primarily aimed at serving the night-time economy. The CIA would therefore not have effect in relation to licensed premises, which only open until 1800 hours. Apart from this exception, the CIA would apply to all other licensed premises whether on or off-licence, club or premises licences.

The Head of Legal and Democratic Services also pointed out to Members that the introduction of a CIA in a village environment was unusual as they are more typically used in town centres and city districts. It was therefore not possible to advise them about the effectiveness of the CIA, which may be challenged by applicants for a licence.

It was proposed that should the CIA be approved, then it would be subject of formal consultation for a period of 6 weeks in order to enable a report to be prepared compiling the responses and any subsequent modification to the draft to be presented to the next meeting of Committee.

Members considered the draft CIA and felt that this approach should still be pursued, acknowledging the information that the Head of Legal and Democratic Services had given to them with regard to its status.

**RESOLVED:** That Committee approve the draft CIA as outlined in the report to form the basis of a 6 week consultation.

The meeting closed at 7.05pm.

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

## Minutes of Parish Councils' Liaison Committee

Meeting Date: Thursday, 31 January 2019, starting at 6.30pm  
Present: D Peat (Chairman)

### Councillors:

P Ainsworth	B Hilton
P Dobson	M Robinson
P Dowson	G Scott
L Graves	R Sherras
T Hill	R Swarbrick

### Parish Representatives:

D Chiappi	Barrow
T Austin	Billington & Langho
E Twist	Bolton-by-Bowland, Gisburn Forest & Sawley
P Brown	Chipping
E Pickup	Clayton-le-Dale
M Fenton	Clitheroe
R Assheton	Downham
J Hargreaves	Dutton
K Hutton	Grindleton
I Forrester	Hothersall
R Beacham	Longridge
M Everett	Longridge
N Marsden	Mellor
J Bennett	Newton-in-Bowland
P Young	Ramsgreave
I Sayers	Ribchester
R Whittaker	Rimington & Middop
A Haworth	Sabden
J Shorter	Sabden
P Randall	Salesbury
J Aaron	Salesbury & Copster Green
R Hirst	Simonstone
K Hodson	Slaidburn & Easington
P Hallott	Thornley-with-Wheatley
J Hilton	Waddington
D Parker	Waddington
R Chew	West Bradford
M Highton	Whalley
J Brown	Whalley
J Bremner	Wilpshire
M Robinson	Wiswell
S Stanley	Wiswell

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

Also in attendance: Councillors G Mirfin, N Walsh and Police and Crime Commissioner Clive Grunshaw.

621 APOLOGIES

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

D Bland	Aighton Bailey & Chaigley
P Tyson	Aighton Bailey & Chaigley
H Fortune	Bolton-by-Bowland, Gisburn Forest & Sawley
R Carr	Bowland Forest (Higher Division)
A Schofield	Clayton-le-Dale
A Steer	Osbaldeston
S Rosthorn	Paythorne
D Groves	Ribchester
G Melloy	Simonstone
P Rigby	LCC Parish Champion

622 MINUTES

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

623 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

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

624 MATTERS ARISING

There were no matters arising from the minutes.

625 CLIVE GRUNSHAW – POLICE AND CRIME COMMISSIONER FOR LANCASHIRE

The Chairman welcomed Clive Grunshaw, Police and Crime Commissioner for Lancashire to address the Committee. He talked about his role as Police and Crime Commissioner with the main aspects being the standards of Police services, focussing resources in the places needed, policing as a caring service as well as upholding the law and supporting those in need and making a difference to people's lives.

He outlined the main functions of his role including holding the Chief Constable to account, being the public's voice in policing through the Strategic Plan, setting a budget that endeavours to give people what they want whilst dealing with significant cuts on an annual basis. He informed the Committee of the daily demands on the force and the impacts that cuts to social care and mental health care had had on Police services. He also commented on wider Police issues including organised crime, domestic abuse, victim services and cyber-crime.

He informed Committee of a Social Action Network that was coming soon to Lancashire, that would encourage community organisations to get involved as a networking platform thereby reducing demand on statutory services. Community Engagement Officers would be working throughout the districts. This was being

funded by the proceeds of crime. Mr Grunshaw asked for any ideas to be fed back to him.

Members of the Committee asked questions of Mr Grunshaw regarding the number of Police Officers available to Ribble Valley, the proposed precept increase, the increase in costs in Ribble Valley policing, the online reporting system for crime and other issues and the need for visual evidence of the Police force.

The Chairman thanked Mr Grunshaw for attending the meeting.

## 626 PREPARATION FOR THE 2019 ELECTIONS

The Head of Legal and Democratic Services reminded Committee that borough and parish elections would be held on 2 May 2019 and that preparations had now started.

She also informed Committee that there had been changes to some of the ward boundaries in the Ribble Valley which would have a knock on effect on Parish Councils. Details were available on the Ribble Valley Borough Council website for Parish Councils to check and set out below. She reminded Parish Clerks that they would receive notices of election and information with regard to the numbers of Parish Councillors in each area and critical dates for nominations to be submitted. Links to nomination packs and guidance notes were provided:

[http://www.electoralcommission.org.uk/\\_data/assets/pdf\\_file/0006/141783/Overview-P-and-C.pdf](http://www.electoralcommission.org.uk/_data/assets/pdf_file/0006/141783/Overview-P-and-C.pdf)

[https://www.electoralcommission.org.uk/\\_data/assets/word\\_doc/0020/141806/Nomination-pack-incl-election-agent-notification-form-P-and-C.doc](https://www.electoralcommission.org.uk/_data/assets/word_doc/0020/141806/Nomination-pack-incl-election-agent-notification-form-P-and-C.doc)

## 627 MATTERS BROUGHT FORWARD BY PARISH COUNCILS

### (a) Billington and Langho – Defibrillators

The member from Billington and Langho reminded Committee that any defibrillators out in the parishes needed to be looked after properly and kept maintained. It was also important that the Ambulance Service were aware of the location of defibrillators with a postcode.

### (b) Clitheroe – Fizz Free February

The representative from Clitheroe informed Committee of a campaign entitled 'Fizz Free February' which was aimed at persuading young people not to have fizzy drinks in February. Posters and flyers would be distributed to all Parish Clerks. She also informed Committee that leaflets were available for heritage open days in September.

## 628 DATE AND TIME OF NEXT MEETING

The next meeting will be held on 4 April 2019 at 6.30pm.

The meeting closed at 8.10pm.

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



Borough Ward	Ward Councillors	Parish	Parish wards	Parish Councillors
Sabden	1	Sabden		9
Alston and Hothersall	2	Longridge Town Council	Alston	4
		Hothersall		7
Ribchester	1	Ribchester		7
Dilworth	2	Longridge Town Council	Dilworth	4
Derby and Thornley	2	Longridge Town Council	Derby	4
		Thornley with Wheatley		5
Chipping	1	Chipping		6
		Forest of Bowland Higher Division		5
		Bowland with Leagram	Bowland	3
		Bowland with Leagram	Leagram	3
Gisburn and Rimington	1	Gisburn		5
		Horton		Meeting
		Rimington and Middop	Middop	2
		Rimington and Middop	Rimington	5
		Newsholme and Paythorne		Meeting
		Bolton-by-Bowland, Gisburn Forest and Sawley	Gisburn Forest	2
Chatburn	1	Chatburn		8
		Downham		Meeting
		Twiston		Meeting
		Worston and Mearley		Meeting
West Bradford and Grindleton	1	Grindleton		7
		West Bradford		5
Hurst Green and Whitewell	1	Aighton, Bailey and Chaigley	Hurst Green/Stonyhurst	7
		Aighton, Bailey and Chaigley	Chaigley	1
		Dutton		7
		Forest of Bowland Lower Division		5
Waddington, Bashall Eaves and Mitton	1	Bashall Eaves and Mitton	Bashall Eaves	3
		Bashall Eaves and Mitton	Great Mitton	3
		Bashall Eaves and Mitton	Little Mitton	1
		Waddington		7
Clayton-le-Dale and Salesbury	1	Clayton-le-Dale		5
		Salesbury		5
Mellor	2	Balderstone		7
		Mellor		10
		Osbaldeston		5
Wilpshire and Ramsgreave	2	Wilpshire		8
		Ramsgreave		5
Bowland	1	Bolton-by-Bowland, Gisburn Forest and Sawley	Bolton-by-Bowland	7
		Newton-in-Bowland		5
		Slaidburn and Easington	Easington	2
		Slaidburn and Easington	Slaidburn	5
		Bolton-by-Bowland, Gisburn Forest and Sawley	Sawley	2
Wiswell and Barrow	2	Pendleton		5
		Wiswell		5
		Barrow		5
		Whalley	Lamb Roe	1
Brockhall and Dinckley	1	Billington and Langho	Old Langho	3
		Dinckley		Meeting
Billington and Langho	2	Billington and Langho	Langho	5
Whalley East, Read and Simonstone	2	Simonstone		8
		Read		8
		Whalley	Whalley East	1
Whalley Nethertown	1	Whalley	Whalley Nethertown	2
Whalley and Painter Wood	2	Whalley	Whalley Abbey	5
		Billington and Langho	Painter Wood	1
Edisford and Low Moor	2	Clitheroe Town Council	Edisford and Low Moor	2
Littlemoor	2	Clitheroe Town Council	Littlemoor	2
Primrose	2	Clitheroe Town Council	Primrose	2
Salthill	2	Clitheroe Town Council	Salthill	2
St Mary's	2	Clitheroe Town Council	St Mary's	2

## Minutes of Special Policy & Finance Committee

Meeting Date: Tuesday, 5 February 2019, starting at 6.30pm  
Present: Councillor S Atkinson (Chairman)

Councillors:

R Bennett	A Knox
S Bibby	G Mirfin
A Brown	I Sayers
K Hind	R Swarbrick

In attendance: Chief Executive, Director of Resources, Director of Community Services, Director of Economic Development and Planning, Head of Financial Services.

Also in attendance: Councillors M Fenton, S Hore and N Walsh.

### 629 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillors M French, T Hill, S Hirst, J Rogerson and D T Smith.

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

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

### 631 PUBLIC PARTICIPATION

There was no public participation.

### 632 VOLUNTARY ORGANISATION GRANT WORKING GROUP

The Chairman explained that the Voluntary Organisation Grant Working Group would need to meet to consider the grant applications for next year shortly. Following change to the Committee he asked for nomination to the Working Group.

RESOLVED: That Councillors K Hind, S Atkinson, S Bibby and M Robinson be nominated to serve on the Voluntary Organisation Grant Working Group.

### 633 PROVISIONAL LOCAL GOVERNMENT FINANCE SETTLEMENT 2019/20

The Director of Resources submitted a report for Committee's information providing details of the provisional finance settlement for 2019/20. The Local Government Finance Settlement is the annual determination of funding to Local Government and is approved by the House of Commons.

The Secretary of State for Housing Communities and Local Government, James Brokenshire, issued a written Ministerial Statement to the House of Commons which set out the Local Government Finance Settlement for 2019/20. The consultation period ended on 10 January 2019 and it was expected the final settlement would be laid before the House of Commons in February.

As the final year of the four year settlement, our allocations were in line with those previously announced; however we were better off as a result of:

- negative RSG being eliminated +£109k;
- rural services delivery grant being maintained at the current year's level +£21k;
- approval of our Lancashire Business Rate Pilot Pool Bid which will mean retention of extra business rate growth in the region of +£360k;
- levy account surplus being returned to authorities +£20k;
- new home bonus baseline being retained at 0.4%;

With regard to the provisional New Homes Bonus calculation the Director of Resources reported that representations had been made to MHCLG regarding payments for new affordable housing as we believe we have significantly more than the 34 allowed. Also evidence of the impact of down-bandings had also been submitted. The total provisional allocation for 2019/20 is £1,643k compared with £1,576k in 2018/19.

The Director of Resources informed Committee that the Government had decided upon several referendum principles which included Shire District Councils in two tier areas being allowed increases of up to 3% or £5 whichever was higher; this would not apply to Parish or Town Councils.

She also informed Committee that the 2019 spending review would confirm overall Local Government resourcing from 2020/21. The Government was working towards significant reform in the Local Government finance system in 2021 including an updated, more robust and transparent distribution methodology following the review of relative needs and resources and reforms to business rate retentions. Responses to consultation papers on both these issues would be required.

The Director of Resources informed Committee that the final Local Government Finance Settlement had been debated in Parliament that day and our representations had been accepted regarding New Homes Bonus. Our allocation will therefore increase by £22,728 and will total £1,666,486.

Government had also announced an additional £35k towards preparations for Brexit.

RESOLVED: That the report be noted.

#### 634 OVERALL REVISED CAPITAL PROGRAMME 2018/19

The Director of Resources submitted a report informing Committee of the overall revised Capital Programme for 2018/19. The original programme had been approved by Full Council in February 2018 and regular reports had been presented to all Committee's on progress with the schemes. The total approved Capital Programme for 2018/19 was £2,126,200 over 32 schemes. The revised estimate for each of these schemes had been determined following discussion with budget holders regarding their progress and estimated full year expenditure.

The revised Capital Programme now showed at £1,965,100 for 30 schemes, a reduction of £161,100. The reasons for this reduction were outlined in the report.

Actual expenditure on all schemes at the end of December 2018 was £1,338,556 which equated to 68.1% of the revised estimate. The main reasons for the underspend to date against the full year were highlighted for Committee's information.

The report went on to outline how the Capital Programme had been financed with a summary of the movement on the Capital Earmarked Reserve.

RESOLVED: That Committee approve the overall revised Capital Programme for 2018/19.

#### 635 OVERALL CAPITAL PROGRAMME 2019/20 TO 2023/24

The Director of Resources submitted a report recommending a Capital Programme for 2019/20 to 2023/24 to Full Council on 5 March 2019. All Heads of Service had been asked to submit Capital Bids.

Full details of all these bids had been presented to service committees during the October/November 2018 committee cycle of meetings as part of the forward Capital Programme reports.

The Budget Working Group, together with Corporate Management Team had met to consider the draft programme and made a number of adjustments. These were highlighted.

The review considered whether the bids merited inclusion and how they could be financed. The report outlined the Budget Working Group and Corporate Management Team recommendations of schemes to be included, not included, reprogrammed to an alternative year or included but further reviewed.

The financing of the Capital Programme would rely heavily on the use of earmarked reserves including the use of business rates growth earmarked reserve and New Homes Bonus earmarked reserve.

The final proposed five year Capital Programme was summarised for Committee to consider.

<b>Committee</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>	<b>TOTAL</b>
Community Services	1,912,440	1,863,440	282,000	685,800	507,800	<b>5,251,480</b>
Economic Development	20,000					<b>20,000</b>
Health and Housing	545,000	383,500	383,500	370,000	482,600	<b>2,164,600</b>
Planning and Development	14,500					<b>14,500</b>
Policy and Finance	196,250			358,500	118,200	<b>672,950</b>
<b>TOTAL</b>	<b>2,688,190</b>	<b>2,246,940</b>	<b>665,500</b>	<b>1,414,300</b>	<b>1,108,600</b>	<b>8,123,530</b>

<b>Committee</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>	<b>TOTAL</b>
New Homes Bonus Earmarked Reserve	-313,600	-272,000	-272,000	0	-306,637	<b>-1,164,237</b>
Business Rates Growth Earmarked Reserve	-1,522,540	0	0	-474,387	0	<b>-1,996,927</b>
Other Earmarked Reserves	-357,050	-100,120	-60,000	-223,413	-481,963	<b>-1,222,546</b>
Disabled Facility Grants	-320,000	-320,000	-320,000	-320,000	-320,000	<b>-1,600,000</b>
Borrowing	-175,000	-1,230,000	0	0	0	<b>-1,405,000</b>
Usable Capital Receipts	0	-102,580	-13,500	-396,500	0	<b>-512,580</b>
Potential External Funding	0	-222,240	0	0	0	<b>-222,240</b>
<b>TOTAL</b>	<b>-2,688,190</b>	<b>-2,246,940</b>	<b>-665,500</b>	<b>-1,414,300</b>	<b>-1,108,600</b>	<b>-8,123,530</b>

Committee considered the proposed Capital Programme as outlined taking into account the proposed financing of the programme and the impacts of the proposals on the capital reserve.

Councillor S Hore was given permission to speak on this item.

He referred to the Roefield artificial grass pitch and urged Committee to support this capital bid.

\*\*\* RESOLVED: That Committee recommend to Full Council the Capital Programme for 2019/20 to 2023/24 as set out in Annex 1 of the report. \*\*\*

#### 636 OVERALL REVENUE BUDGET 2019/20

The Director of Resources submitted a report asking Committee to approve the revised Revenue Budget for 2018/19 and to recommend a Revenue Budget and Council Tax requirement for 2019/20 to full Council on 5 March 2019. She gave a brief overview of the current year's revised budget for 2018/19 highlighting the main reasons for net expenditure having decreased by £116k.

A significant element of our income is business rate growth and the Director of Resources outlined the latest estimate of Ribble Valley's share of business rate income for the current year, also showing the benefit from retaining a levy as a member of the current Lancashire Business Rate Pool. This would give total estimated business rate income of £1,340,791.

When setting the original budget it had been agreed to use £475,514 of business rate income to fund the Revenue Budget; therefore the estimated difference of £865k would be added to the Business Rate growth reserve.

She highlighted the forecasted transfers to and from earmarked reserves, compared with the original estimate and also gave a summary of the changes.

The overall position showed that instead of taking £170k from general fund balances at the end of the year, based on these revised estimates we would be taking £54k from balances.

The Director of Resources briefly highlighted the key elements of the provisional grant settlement for 2019/20; rural services delivery grant, negative revenue support grant and future years' Government funding.

The report went on to detail the Council Tax base and the Council Tax referendum criteria. The Director of Resources highlighted the fact that current Band D tax of £150.69 meant that Ribble Valley was in the bottom quartile of all Councils at 38<sup>th</sup> out of 201 District Councils and the lowest across Lancashire districts. The report highlighted the potential amount of income which could be generated by increasing our Council Tax by £5 (the maximum allowed) for next year.

Reference was made to the New Homes Bonus scheme and the Director of Resources informed Members of the increase of £22,728 following the challenge which had been made on the calculation with regard to affordable homes and the impact of down-bandings. She outlined how the New Homes Bonus scheme is used to support both the Revenue Budget and the Capital Programme.

With regard to the Business Rate Retention scheme our NNDR1 return for 2019/20 shows that we expect to retain business rate income of £2,358,732 of which £675,514 would be used to fund the Revenue Budget, leaving a surplus of £1,683,218 to add to earmarked reserves or use to fund capital expenditure.

She drew Members' attention to the fact that the estimated balance on the volatility reserve at the end of this financial year will be £1.682m. This had now reached a level which was more than sufficient to provide our own safety net protection which we have had to forego as a pool member. We are now in a more sustainable position and therefore we can use any business rate growth to fund both the Revenue Budget and Capital Programme.

With regard to the Revenue Budget for 2019/20 the Committee expenditure was set to increase by £492k; the reasons for this were varied and had been reported to service committees in budget reports. After adding charges to the budget not included in committee budget reports, the total budget gap was £93,896.

The Director of Resources reminded Committee that the Budget Working Group had met frequently throughout the year to consider the Council's financial position and had made a number of recommendations in order to achieve an affordable budget:

- That the full shortfall of £93,896 be met from general fund balances.
- Following examination of business rates growth the Budget Working Group recommend that in line with the budget forecast, the amount used to fund the Revenue Budget be increased from £475k to £675k.
- That £1.105m of the New Homes Bonus be used to fund the Revenue Budget.

- That the Council Tax for 2019/10 be frozen.

The Director of Resources went on to inform Committee of the robustness of the estimates and adequacy of the Council's balances and reserves.

She outlined the recommended Revenue Budget for 2019/20 with net expenditure of £5,093,280 which after use of balances would result in a net budget of £4,999,384. This would still leave £2.385m in general fund balances at the end of March 2020.

The Director of Resources gave Committee a summary of the updated three year budget forecast for the Revenue Budget assuming that the 2019/20 budget was agreed and highlighted the budget gap over the next three years. She pointed out that the outcome of the fair funding review and the implications of business rate retention reforms would be crucial in terms of the future budget forecast.

\*\*\* RESOLVED: That Committee

\*\*\*

1. approve the revised budget for 2018/19;
2. delegate the submission of a response to the two consultation papers referred to in the report to the Director of Resources in consultation with the Budget Working Group;
3. approve the Budget Working Group's recommendations and set a budget and Council Tax requirement for 2019/20 as set out;

<b>BUDGET AND COUNCIL TAX REQUIREMENT</b>	
	<b>£</b>
RVBC Net Budget	4,999,384
Plus Parish Precepts (Annex 6)	450,764
	<b>5,450,148</b>
Less - Settlement Funding Assessment	-1,440,601
<b>Net Requirement Before Adjustments</b>	<b>4,009,547</b>
Council Tax Surplus	-61,419
<b>Council Tax Requirement (Including Parishes)</b>	<b>3,948,128</b>

and;

4. recommend the budget and Council Tax requirement to the full Council meeting on 5 March 2019.

The meeting closed at 7.25pm.

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

## Minutes of Planning and Development Committee

Meeting Date: Thursday, 7 February 2019 starting at 6.30pm  
Present: Councillor A Brown (Chairman)

Councillors:

R Bennett	G Geldard
I Brown	S Hind
S Brunskill	S Knox
P Dowson	R Sherras
M French	N Walsh

In attendance: Director of Economic Development and Planning, Head of Legal and Democratic Services, Head of Planning Services, Assistant Planning Officer.

Also in attendance: Councillors M Fenton, A Knox and G Scott.

### 637 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillors S Atkinson, T Hill, J Rogerson and R Thompson.

### 638 MINUTES

The minutes of the meeting held on 10 January 2019 were approved as a correct record and signed by the Chairman.

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

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

### 640 PUBLIC PARTICIPATION

There was no public participation.

PLANNING APPLICATIONS UNDER THE TOWN AND COUNTRY PLANNING ACT 1990:

1. APPLICATION REF: 3/2018/0181  
GRID REF: SD 373905 442207

#### DEVELOPMENT DESCRIPTION:

RESERVED MATTERS APPLICATION FOR APPEARANCE, LANDSCAPING, LAYOUT AND SCALE FOLLOWING OUTLINE PLANNING PERMISSION 3/2014/0597 FOR UP TO 275 NEW DWELLINGS AND ACCESS. LAND OFF WADDINGTON ROAD CLITHEROE BB7 2JD



The Head of Planning Services advised Committee of a further objection, that no additional representations had been received from two statutory consultees, and of amendment to proposed conditions 1, 4, 5 and 7.

APPROVED subject to the following conditions:

*Timings and Commencement*

1. 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:

DWH063/PL01 Rev P9: Proposed Layout Plan  
DWH063: 13: Sections Through Existing Properties  
DWH063/ML01Rev: A: Materials Layout Plan  
DWH063/SS01: Street Scenes A0 1:100 Jan 2019  
DWH063/DAS: Design & Access Statement (DAS) A3  
2018-046: ERAP Ecology Report A4  
TEP AIA March 2018  
1110-LOC: Site Location Plan A1 1:1250  
15930 1 of 4 Rev B: Landscape proposals  
15930 2 of 4 Rev B: Landscape proposals  
15930 3 of 4 Rev B: Landscape proposals  
15930 4 of 4 Rev B: Landscape proposals  
DWH063/HT01 DWH House Type Range A3 1:100 Jan 2019  
Hertford - Stone  
Hertford – Render  
Milford  
Avondale – Render  
Avondale – Stone  
Abbeydale – Stone  
Bayswater – Stone  
Bradgate – Stone  
Single Garage  
Double Garage  
DWH063/HT01 Barratt House Type Range A3 1:100 Jan 2019  
Windermere – Stone  
Alderney Classic – Render  
The Bedale (End) – Stone  
Buchanan Classic (Det) – Stone  
Kenley Classic (End) – Stone  
Kingsley Classic (Det) – Stone  
Maidstone Classic (End) – Stone  
Moresby – Render  
Moresby – Stone  
Moresby – Stone (End)  
N107-P237 – Stone/Render  
Ripon Classic (Det) – Stone  
Type 50 – Stone  
Type 52 – Stone  
Type 55 – Stone  
Single Garage

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

#### *Matters of Design*

2. 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.

3. Notwithstanding the submitted details, elevational details including the alignment, height and appearance of all boundary treatments, fencing, walling, retaining wall structures and gates to be erected within the development shall have been submitted to and approved by the Local Planning Authority prior to their installation.

For the avoidance of doubt the submitted details shall also include the precise nature and location for the provision of measures to maintain and enhance wildlife movement within and around the site by virtue of the inclusion of suitable sized gaps/corridors at ground level (including those within residential curtilages) to encourage terrestrial species movement.

The development shall be carried out in strict accordance with the approved details. The agreed wildlife corridors/gaps shall be retained in perpetuity and thereafter remain free from obstructions which would preclude their use by wildlife.

REASON: In order that the Local Planning Authority may ensure that the detailed design of the proposal is appropriate to the locality.

#### *Landscape and Ecology*

4. Notwithstanding the submitted details, prior to the commencement of the construction of any of the dwellings hereby approved, details of the provisions to be made for building dependent species of conservation concern, artificial bird nesting boxes and artificial bat roosting sites shall 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 dwelling/building dependent bird/bat species site plan and indicate the type of provision to be provided and identify the actual wall and roof elevations into which the above provisions shall be incorporated and shall take account of the recommendations contained within the Extended Phase 1 Habitat Survey and Bat Report dated 12/04/2018 Ref: 13611e/DB.

The artificial bird/bat boxes shall be incorporated into those individual dwellings during the construction their construction and be made available for use before each such dwelling is 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 to reduce the impact of development.

5. Notwithstanding the submitted landscaping details, further landscaping details of shrub/tree planting within the public realm/on-plot shall be submitted to and approved in writing by the Local Planning Authority prior to the commencement of the construction of any of the dwellings hereby approved.

The approved details shall be implemented in the first planting season following occupation or use of the development and shall be maintained thereafter for a period of not less than 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.

6. Notwithstanding the submitted details, elevational details including the precise location of all play equipment/trim-trail equipment to be erected within the development shall have been submitted to and approved by the Local Planning Authority prior to their installation. The development shall be carried out in strict accordance with the approved details.

REASON: In order that the Local Planning Authority may ensure that the detailed design of the proposal is appropriate to the locality.

7. Notwithstanding the submitted details, precise details including a long-term management plan and timings of planting of the landscape buffer margin at the north eastern extents of the site adjacent plots 29-35, 39, and 43-46 shall have been submitted to and approved by the Local Planning Authority prior to the construction of any of the aforementioned plot numbers.

For the avoidance of doubt the submitted details shall indicate that planting of this margin will commence prior to first occupation of plots 29-35, 39, and 43-46.

The development shall be carried out in strict accordance with the approved details/timings and the approved long-term management plan for the area shall be adhered to for the lifetime of the development.

REASON: To ensure the proposal is satisfactorily landscaped and appropriate to the locality and to ensure that adequate landscape mitigation is provided at an appropriate stage in development to successfully minimise the impacts of the development upon existing occupiers

### *Site Details / Other Matters*

8. 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 until full details of existing and proposed ground levels and proposed building finished floor levels (all relative to ground levels adjoining the site) including the levels of the proposed roads shall have been submitted to and approved by the Local Planning Authority.

For the avoidance of doubt the submitted information shall include existing and proposed sections through the site including details of the height and scale and location of the proposed housing in relation to adjacent existing development/built form (where applicable).

The details shall clearly show the eaves and ridge heights of the proposed building/dwelling(s) relative to the eaves and ridge heights of existing neighbouring development/built form. The development shall be carried out in strict accordance with the approved details.

REASON: In order that the Local Planning Authority may ensure that proposed development responds appropriately to the topography of the site and is appropriate to the locality.

9. 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 until full elevational details of the proposed pumping station and sub-station, including any associated boundary treatments, shall have been submitted to and approved by the Local Planning Authority. The development shall be carried out in strict accordance with the approved details.

REASON: In order that the Local Planning Authority may ensure that the detailed design of the proposal is appropriate to the locality.

### *Further Control over Development*

- 11 The garage(s) hereby approved shall be kept available for the parking of vehicles ancillary to the enjoyment of the household(s) and shall not be used for any use that would preclude the ability for their use for the parking of private motor vehicles, whether or not permitted by the provisions of the Town and Country Planning (General Permitted Development) Order 2015 or any order amending or revoking and re-enacting that order.

REASON: To ensure that adequate parking provision is retained on site that limits the visual impact of the parked motor-vehicle upon the street scene/area.

(Chris Williamson spoke in favour of the above application).

2. APPLICATION REF: 3/2018/0750  
GRID REF: 372216 443262

DEVELOPMENT DESCRIPTION:

CHANGE OF USE OF REDUNDANT BARN TO FORM ONE UNIT OF RESIDENTIAL ACCOMMODATION AT TWITTER BRIDGE FARM, TWITTER LANE, WADDINGTON BB7 3LG

APPROVED subject to the following conditions:

1. The works to which this application relates shall be begun before the expiration of three years from the date of this consent.

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. The development to which the permission relates shall be carried out in complete accordance with the following approved plans and specifications:

Proposed Plans and Elevations 415/2/5 Rev C received on 5/11/18 and letter dated 5/11/18.

Proposed layout and curtilage plan 415/2/3 Rev B received on 5/11/18.

Structural report and plan reference 415/2/6 Rev A.

REASON: To ensure that the development as carried out does not vary from the approved plans.

3. Precise specifications of proposed windows, rooflights and doors including elevations cross – sections, glazing type, opening mechanism and surface finish shall have been submitted to and approved in writing by the Local Planning Authority before their use in the proposed development. The approved windows shall be implemented within the development in strict accordance with the approved details.

REASON: In order that the Local Planning Authority may ensure that the detailed design of the proposal safeguards the character of the building and in the interests of visual quality.

4. Precise specifications of proposed external boundary shall have been submitted to and approved in writing 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 safeguards the character of the building and in the interests of visual quality.

5. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (England) Order 2015 or any Order revoking and re-enacting that Order, the dwelling hereby permitted shall not be altered or

extended, no new windows shall be inserted, no alterations to the roof shall be undertaken and no buildings or structures shall be erected within the curtilage of the dwellings hereby approved unless planning permission has first been granted by the Local Planning Authority.

REASON: To enable the Local Planning Authority to exercise control over development which could materially harm the character and visual amenities of the immediate area.

6. Prior to commencement of work on the building precise details of a scheme for the incorporation of bat boxes shall be submitted to and approved in writing by the Local Planning Authority. The scheme shall be implemented before occupation of the building and thereafter retained in perpetuity.

REASON: To the interest of safeguarding local habitat.

(John Pye spoke in favour of the above application. Sarah Bolton spoke against the above application).

3. APPLICATION REF: 3/2018/0907  
GRID REF: SD 374147 438265

DEVELOPMENT DESCRIPTION:

THREE NON-ILLUMINATED ADVERTISING SIGNS 0.6 METRE HIGH (MAX) FROM GROUND LEVEL, SIGN BOARD 0.5 X 1.5 METRE AT ROUNDABOUT, HOLM ROAD, BARROW

That the Advertisement Consent be granted subject to the imposition of the following condition(s):

1. 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: Dwg no RV6

Example Sponsorship Sign:RLB Dwg no 1

Landscape Roundabout Sponsorship Sign Templates: RLB Dwg no 2

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

- 2 The approval is for a period not exceeding five years from the date of this consent.

REASON: In the interests of visual amenity

3. Any advertisement displayed, and any site used for the display of advertisements, shall be maintained in a clean and tidy condition to the reasonable satisfaction of the Local Planning Authority.

REASON: In the interests of visual amenity.

4. Any structure or hoarding erected or used principally for the purpose of displaying advertisements shall be maintained in a safe condition.

REASON: In the interests of visual amenity.

5. Where an advertisement is required under these Regulations to be removed, the removal shall be carried out to the reasonable satisfaction of the Local Planning Authority.

REASON: In the interests of visual amenity.

6. No advertisement shall be sited or displayed so as to obscure, or hinder the ready interpretation of, any road traffic sign, railway signal or aids to navigation by water or air, or so as otherwise to render hazardous the use of any highway, railway, waterway or aerodrome (civil or military).

REASON: In the interests of visual amenity.

(Jean Brown, Barrow Parish Council spoke against the above application).

4. APPLICATION REF: 3/2018/0958 (Listed Building Consent)  
GRID REF: 374153 444412

DEVELOPMENT DESCRIPTION:

APPLICATION FOR RETENTION OF UNAUTHORISED ALTERATIONS AND NEW WORKS AT FIRST FLOOR TO CREATE FIVE GUEST BEDROOMS AT 3 MILLSTONES INN WADDINGTON ROAD, WEST BRADFORD BB7 4SX

That Listed Building Consent be granted subject to the following conditions:

1. The works to which this application relates shall be begun before the expiration of three years from the date of this consent.

REASON: To comply with the requirements of Section 18 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

2. The development to which the permission relates shall be carried out in complete accordance with the following approved plans and specifications:

Proposed First Floor Plan PHA/3M/1000A received on 18/01/19

REASON: To ensure that the development as carried out does not vary from the approved plans.

3. Precise specifications of proposed rooflights, internal doors and partitions shall have been submitted to and approved in writing by the Local Planning Authority before their use in the proposed development. The approved details shall be implemented within the development in strict accordance with the approved details.

REASON: In order that the Local Planning Authority may ensure that the detailed design of the proposal safeguards the special architectural and historic interest of the listed buildings.

5. APPLICATION REF: 3/2018/1040  
GRID REF: SD 374128 441359

DEVELOPMENT DESCRIPTION:

VARIATION OF CONDITIONS FROM PLANNING PERMISSION 3/2017/0262 INCLUDING CONDITIONS 2 (SUBSTITUTION OF AMENDMENTS TO APPROVED PLANS), 3 (EXTERNAL EXTRACTION, AIR CONDITIONING AND VENTILATION), AND CHANGES TO INTERNAL LAYOUT FOR THE WEAVING SHED TO FACILITATE CINEMA USE AND OFFICE SPACE AT HOLMES MILL, GREENACRE STREET, CLITHEROE

The Head of Planning Services advised Committee of two further letters of objection on grounds of parking issues and impact on the town centre, and that Lancashire County Council highways, having considered additional parking information, recommended refusal.

DEFERRED for further consultation and information relating to highway matters.

(Edward Clayton spoke against the above application. Councillor A Knox was given permission to speak on the above application).

6. APPLICATION REF: 3/2018/1041 LBC  
GRID REF: SD 374128 441359

DEVELOPMENT DESCRIPTION:

VARIATION OF CONDITIONS FROM PLANNING PERMISSION 3/2015/0944 INCLUDING CONDITIONS 2 (SUBSTITUTION OF AMENDMENTS TO APPROVED PLANS), 3 (EXTERNAL EXTRACTION, AIR CONDITIONING AND VENTILATION), AND CHANGES TO INTERNAL LAYOUT FOR THE WEAVING SHED TO FACILITATE CINEMA USE AND OFFICE SPACE AT HOLMES MILL, GREENACRE STREET, CLITHEROE

That the Listed building consent be granted subject to the following conditions:

1. 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 1459 Ex0 Rev A  
Proposed Ventilation layout 18115-M-57  
Weaving Shed Proposed Elevations Plan 1459 PL3000 Rev G  
Weaving Shed Proposed Ground Floor Plan 1459 PL30 Rev E  
Weaving Shed Proposed First Floor Plan 1459 PL31 Rev E



Roof Proposed Plan 1459 PL32 Rev d and emails dated 15/01/19 and 16/01/19.

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

2. All external extraction, air conditioning and ventilation equipment shall be installed in complete accordance with the approved details prior to the units being brought into use.

REASON: In order that the Local Planning Authority may ensure that the materials to be used are appropriate to the locality.

3. Only those external materials and surfacing materials as approved under condition 1 shall be used in the development.

REASON: To ensure that the appearance of the development is appropriate to the character of the building and setting of the area.

4. The plans and particulars showing the provision to be made for the storage and disposal of refuse and recycling receptacles as approved under condition 1 shall be implemented concurrently with the development and thereafter retained. The approved provision shall be provided prior to the first use of the cinema.

REASON: In order that the Council may be satisfied that adequate provision for the storage and collection of waste will be provided on site.

5. This permission does not give consent to the Woone Lane personnel doors and service yard gates. Further details shall be submitted to and approved in writing by the Local Planning Authority (prior to any proposed installation). The doors and gates shall thereafter be completed in accordance with the approved details

REASON: In order to ensure a satisfactory design of the building and in the interests of highway safety.

6. Unless otherwise agreed in writing by the Local Planning Authority, only those approved external lighting details included in Oldfield Lighting's report ref. 16.071.01 Rev B may be used in the development.

REASON: To protect the amenities of occupiers of nearby properties from excessive light pollution and visual amenity and to comply with Policy DMG1 of the Ribble Valley Core Strategy adopted version.

#### NOTE

The applicant is advised that this permission should also be read in conjunction with 3/2015/0944 dated 19 April 2016 and 3/2017/0262

7. APPLICATION REF: 3/2018/1065  
GRID REF: SD 377564 442947

DEVELOPMENT DESCRIPTION:

ADVANCE INFRASTRUCTURE AND ENABLING WORKS TO FACILITATE FUTURE INDUSTRIAL DEVELOPMENT COMPRISING SITE CLEARANCE AND PREPARATION WORKS, GROUND INVESTIGATION AND REMEDIATION/REMOVAL OF ANY CONTAMINATED MATERIAL, IMPORT OF NEW MATERIALS, BULK EARTHWORKS AND SOIL STABILISATION, INSTALLATION, DIVERSION AND/OR DISCONNECTION OF BELOW-GROUND INFRASTRUCTURE INCLUDING DRAINAGE AND STATUTORY UTILITIES, INSTALLATION OF BUILDING FOUNDATIONS, PILES AND RETAINING WALLS, AND TEMPORARY WORKS INCLUDING PROVISION OF A CONTRACTOR'S COMPOUND, SECURITY FENCING AND HOARDING, MATERIAL SET-DOWN AREA, ACCESS ROAD, CAR PARKING AND OTHER STRUCTURES AND WORKS INCIDENTAL TO THE CONSTRUCTION PHASE OF DEVELOPMENT AT JOHNSON MATTHEY PIMLICO INDUSTRIAL AREA WEST BRADFORD ROAD CLITHEROE BB7 4QB

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: 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.

*Plans and Further Details*

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 and documents:

Site location plan                    Jacobs - 16086-60-K44-7001 Rev 0B  
Foundation layout plan            Jacobs - 16086-60-K61-7002 Rev 0  
Earthworks site plan                Jacobs - 16086-60-K61-7502 Rev 0  
Earthworks cross sections        Jacobs - 16086-60-K61-7503 Rev 0  
Construction establishment plan   Jacobs - 16086-60-L32-7000 Rev 0  
Piling method statement         Jacobs - 16086-60-L31-7000  
Excavation method statement     Jacobs - 16086-60-L31-7001  
Construction management plan    Jacobs - 16086-60-L31-7002  
Extended phase 1 habitat survey Penny Anderson Associates August 2018

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

*Amenity*

- 3 Notwithstanding the submitted construction management plan and piling method statement no development that involves piling or significant vehicular movements of extraction materials shall take place until a Construction

Method Statement 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:

- A. The location and nature of wheel washing facilities to prevent mud and stones/debris being carried onto the Highway (For the avoidance of doubt such facilities shall remain in place for the duration of the construction phase of the development) and the timings/frequencies of mechanical sweeping of the adjacent roads/highway.
- B. Days and hours of operation for all construction works including a further breakdown of site activities. It should be noted that the standard permitted hours of operation expected in relation to all works and ancillary operations (including deliveries to and removal of plant, equipment, machinery and waste), which are audible at the site boundary, or at such other place as may be agreed with the Local Planning Authority, are:
  - Between 08.00 hours and 18:00 hours, Monday to Friday
  - Between 08.00 hours and 13:00 hours on Saturdays
  - At no time on Sundays, Bank and Public Holidays
- C. Measures for controlling and monitoring:
  - Noise and vibration
  - Dust and air borne pollutants having regard to the location of nearby sensitive receptors and industry best practice.
- D. HGV delivery times and routing to / from the site.

8. APPLICATION REF: 3/2018/1130  
GRID REF: SD 368768 433979

DEVELOPMENT DESCRIPTION:

CHANGE OF USE OF BARN TO FORM ONE DWELLING (MODIFICATIONS TO SCHEME APPROVED UNDER 3/2013/0713) (RESUBMISSION OF APPLICATION 3/2018/0027) AT DEWHURST FARM, LONGSIGHT ROAD, LANGHO, BB6 8AD

APPROVED subject to the following conditions:

*Plans*

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

Proposed Plans and Elevations (Had/852/2573/02 A) received 23.01.2019  
Existing and Proposed Site Plans/Location Plan (Had/852/2573/03 A) received 21.01.2019  
Passing Place Plan (Had/852/2573/04 A) received 21.01.2019  
Elevations of Outbuildings (Had/852/2573/05) received 23.01.2019

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

### *Materials*

2. Precise specifications or samples of walling and roofing materials and details of any surface materials to be used including their colour and texture shall have been submitted to and approved by the Local Planning Authority before their use in the proposed works.

REASON: In order that the Local Planning Authority may ensure that the materials to be used are appropriate to the locality.

3. Details of all new windows and doors (including section details of window/door reveals, proposed framing profiles and materials) shall have been submitted and agreed in writing by the Local Planning Authority prior to their use in the development. The development shall be carried out in strict accordance with the approved details; the approved details shall thereafter be retained in perpetuity.

REASON: To ensure a satisfactory standard of appearance in the interests of visual amenity.

4. All new and replacement door and window head and sills shall be natural stone to match existing.

REASON: To ensure a satisfactory standard of appearance in the interests of visual amenity.

5. All new and replacement gutters shall be cast iron or aluminium supported on 'drive in' galvanised gutter brackets.

REASON: To ensure a satisfactory standard of appearance in the interests of visual amenity.

6. All proposed roof lights shall be of the Conservation Type, recessed with a flush fitting, and retained as such in perpetuity.

REASON: In the interests of visual amenity in order to retain the character of the barn.

7. Full details of the alignment, height and appearance of all fences and walls and gates to be erected (notwithstanding any such detail shown on previously submitted plan(s)) shall have been submitted to and approved in writing by the Local Planning Authority. The dwelling shall not be occupied until all fences and walls shown in the approved details to bound its plot have been erected in conformity with the approved details.

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

8. Prior to the extraction flue being first brought into use all external parts of the flue and cowl and associated fitments shall be coloured black/ a dark matt finish and retained as such at all times in the future.

REASON: To ensure a satisfactory appearance.

#### *Details*

9. The development shall be carried out in strict accordance with the Structural Appraisal by Foxx Limited dated 15 January 2018 that was submitted with the application. Any deviation from the survey, as submitted, may need to be the subject of a further planning application.

REASON: The application is for the conversion of the building only.

#### *Residential Amenity*

10. The proposed garages shall be for private and domestic purposes only and no trade or business whatsoever shall be carried out from within the building.

REASON: In order to safeguard nearby residential amenities.

#### *Ecology*

11. Details of the provisions to be made for building dependent species of conservation concern, artificial bird nesting boxes and artificial bat roosting sites shall be submitted to, and approved in writing by the Local Planning Authority. The details shall be submitted on a dwelling/building dependent bird/bat species development site plan and include details of the numbers of artificial bird nesting boxes and artificial bat roosting sites on the barn. The details shall also identify the actual wall and roof elevations into which the above provisions shall be incorporated. The artificial bird/bat boxes shall be incorporated into the dwelling during the conversion works before the dwelling is first brought into use.

REASON: In the interests of biodiversity and to enhance nesting/roosting opportunities for species of conservation concern and protected species.

#### *Drainage*

12. The scheme for the disposal of foul and surface waters shall be constructed and completed in accordance the details approved by discharge of condition application 3/2016/0252.

REASON: To ensure a satisfactory means of drainage.

#### *Permitted Development*

13. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 2015 (Schedule 2 Part 1, Class A, B and D), or any Order revoking or re-enacting the Order, no external alterations or extensions shall be carried out to the dwelling hereby approved (other than those expressly authorised by this permission).

REASON: To ensure such development has due regard to the character and appearance of the building.

14. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 2015 (Schedule 2 Part 1, Class E and F), or any Order revoking or re-enacting the Order, no garage, shed or other outbuilding shall be erected or hard surface provided within the curtilage of the dwelling hereby approved (other than those expressly authorised by this permission).

REASON: To protect the appearance of the locality and to retain the open character of the area

15. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 2015 (Schedule 2, Part 2, Class A) (or any Order revoking and re-enacting that Order) no fences, gates or walls shall be erected on the land hereby permitted (other than those expressly authorised by this permission).

REASON: To protect the appearance of the locality and to retain the open character of the area.

#### *Highways*

16. The access road improvements shown on submitted drawing no. Had/852/2573/04 shall have been fully completed prior to the first occupation of the dwelling hereby permitted. Thereafter, visibility splays of 2.4m by 200m in both directions shall be retained clear of any obstructions in perpetuity to the satisfaction of the Local Planning Authority.

REASON: In the interests of highway safety.

#### *External Lighting*

17. No external lighting shall be installed on site unless details of such lighting, including the intensity of illumination and predicted lighting contours, have been first submitted to, and approved in writing by, the Local Planning Authority prior to first occupation/use of the site. Any external lighting that is installed shall accord with the details so approved.

REASON: In the interests of the visual amenities of the area.

9. APPLICATION REF: 3/2018/1139  
GRID REF: SD 377450 433358

#### DEVELOPMENT DESCRIPTION:

PROPOSED ERECTION OF WAREHOUSE BUILDING AND SINGLE STOREY STAFF CAFETERIA WITH ASSOCIATED SERVICING AND LANDSCAPING AT CALDER VALE PARK, SIMONSTONE LANE, SIMONSTONE BB12 7ND

The Head of Planning Services informed Committee of changes to the proposed conditions, if Committee were minded to approve the application.

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: 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.

*Plans and Further Details*

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 and documents:

Site Location Plan 18030\_PL100 RevA  
Proposed Master Plan 18030\_PL101 Rev A  
Proposed Sections Cafeteria 18029\_PL204 Rev A  
Proposed Site Plan Cafeteria 18029\_PL200 Rev A  
Proposed Roof Plan Cafeteria 18029\_PL202 Rev A  
Proposed Elevation Plan Cafeteria 18028\_PL203 Rev A  
Proposed Ground Floor Plan Cafeteria 18029\_PL201 Rev A  
Proposed Site Plan Warehouse 18030\_PL200 Rev A  
Proposed Elevation Plan Warehouse 18030\_PL203 Rev A  
Proposed Roof Plan Warehouse 18030\_PL202 Rev A  
Proposed Drainage Arrangement Plan Plans WL\_1371\_050 P2 and P3  
Proposed New storage facility WL\_1371\_052 P2

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

3. All materials to be used in the elevations and roof of the proposed development shall be as stated on the application form and approved drawings.

REASON: The proposed materials are appropriate to the locality..

*Lighting*

4. Notwithstanding the submitted plans the warehouse and cafeteria building shall not be occupied until details of all artificial lighting (including building mounted external lighting) for the relevant building has been submitted to and approved in writing by the Local Planning Authority. The details shall include the location of application type, location of lighting, the light direction and intensity. The lighting thereafter shall be installed in accordance with the approved details.

REASON: In the interests of the amenities of the area, to minimise light pollution and to safeguard adjacent residential amenity.

### *Landscaping*

5. The approved soft landscaping scheme 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 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.

The hard landscaping shall be implemented in accordance with the approved details prior to the occupation of the development and retained thereafter at all times.

REASON: To ensure the proposal is satisfactorily landscaped and in the interests of biodiversity and appropriate to the locality

### *Highways/ amenity*

6. No development shall take place until a Construction Method Statement for each phase of the development 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:
  - A. The location of parking of vehicles of site operatives and visitors
  - B. The location for the loading and unloading of plant and materials
  - C. The location of storage of plant and materials used in constructing the development
  - D. The location and nature of wheel washing facilities to prevent mud and stones/debris being carried onto the Highway (For the avoidance of doubt such facilities shall remain in place for the duration of the construction phase of the development) and the timings/frequencies of mechanical sweeping of the adjacent roads/highway
  - E. Periods when plant and materials trips should not be made to and from the site (mainly peak hours but the developer to identify times when trips of this nature should not be made)
  - F. Measures to ensure that construction and delivery vehicles do not impede access to adjoining properties.
  - G. Days and hours of operation for all construction works.

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.

### *Drainage*

7. No development shall commence until final details of the design, based on sustainable drainage principles, and implementation of an appropriate surface water sustainable drainage scheme have been submitted to and



approved in writing by the local planning authority. Those details shall include, as a minimum:

- a) Information about the lifetime of the development, design storm period and intensity (1 in 30 & 1 in 100 year + allowance for climate change see EA advice Flood risk assessments: climate change allowances'), discharge rates and volumes (both pre and post development), temporary storage facilities, the methods employed to delay and control surface water discharged from the site, and the measures taken to prevent flooding and pollution of the receiving groundwater and/or surface waters, including watercourses, and details of flood levels in AOD;
- b) The drainage strategy should demonstrate that post development surface water run-off from the application site will not exceed 5l/s. The scheme shall subsequently be implemented in accordance with the approved details before the development is completed;
- c) A site plan showing any overland flow routes and flood water exceedance routes, both on and off site – these must be directed away from property and critical infrastructure;
- d) A site plan showing any surface water catchment areas within the site (i.e. areas that will contribute to the proposed surface water drainage network).
- e) A timetable for implementation, including phasing as applicable;
- f) Details of water quality controls, where applicable.

The scheme shall be implemented in accordance with the approved details prior to first occupation of any of the buildings hereby approved, or completion of the development, whichever is the sooner. Thereafter the drainage system shall be retained, managed and maintained in accordance with the approved details.

REASON: To ensure that the proposed development can be adequately drained. To ensure that there is no flood risk on or off the site resulting from the proposed development. To ensure that water quality is not detrimentally impacted by the development proposal

8. No development shall commence until details of an appropriate management and maintenance plan for the sustainable drainage system for the lifetime of the development have been submitted which, as a minimum, shall include:
  - a) The arrangements for adoption by an appropriate public body or statutory undertaker or management and maintenance by a Private Management Company.
  - b) Arrangements concerning appropriate funding mechanisms for its on-going maintenance of all elements of the sustainable drainage system (including mechanical components) and will include elements such as:
    - i. on-going inspections relating to performance and asset condition assessments
    - ii. operation costs for regular maintenance, remedial works and irregular maintenance caused by less sustainable limited life assets or any other arrangements to secure the operation of the surface water drainage scheme throughout its lifetime;

- c) Means of access for maintenance and easements where applicable.

The plan shall be implemented in accordance with the approved details prior to first occupation of any of the approved buildings, or completion of the development, whichever is the sooner. Thereafter the sustainable drainage system shall be managed and maintained in accordance with the approved details.

REASON: To ensure that appropriate and sufficient funding and maintenance mechanisms are put in place for the lifetime of the development. To reduce the flood risk to the development as a result of inadequate maintenance. To identify the responsible organisation/body/company/undertaker for the sustainable drainage system.

*Surface water Construction Phase Plan*

9. No development shall commence until details of how surface water and pollution prevention will be managed during each construction phase have been submitted to and approved in writing by the Local Planning Authority. The approved prevention measures shall thereafter be adhered to throughout the construction phase.

REASON: To ensure that the construction phase(s) of development does not pose an undue flood risk on site or elsewhere. To ensure that any pollution arising from the development as a result of the construction works does not adversely impact on existing or proposed ecological or geomorphic condition of water bodies.

*Noise and Odour*

10. Prior to occupation and use of the café building further details of noise and odour control shall be submitted to and approved in writing by the Local Planning Authority. The scheme shall thereafter be implemented in accordance with the approved scheme.

REASON: To safeguard residential amenity.

11. APPLICATION REF: 3/2018/0943  
GRID REF: SD 376631 443898

DEVELOPMENT DESCRIPTION:

RESIDENTIAL DEVELOPMENT OF UP TO NINE UNITS (RESUBMISSION OF APPLICATION 3/2018/0582) AT LAND TO THE SOUTH OF CHATBURN OLD ROAD, CHATBURN

MINDED to REFUSE on issues relating to inappropriate location for new dwellings and harmful precedent to implementation of planning policies of the Core Strategy.

1. This permission shall be read in accordance with the Statement of Common Ground dated 28th January 2019.

2. In addition to national information requirements as required by article 7(1)(c)(ii) of the Town and Country Planning (Development Management Procedure (England) (Order) 2015, applications for the approval of technical details should be accompanied by an Arboricultural Impact Assessment, Ecology Survey, Drainage Strategy, Noise and Vibration Survey and draft Heads of Terms.

This aforementioned required information is not exhaustive and additional information may be required during the determination process.

(Ben Pyecroft spoke in favour of the above application. Paul Whittaker, Chatburn Parish Council spoke against the above application. Councillor G Scott was given permission to speak)

12. APPLICATION REF: 3/2018/0951  
GRID REF: SD 368415 438123

RETENTION OF UNAUTHORISED DECKING AND STRUCTURE(S) ON LAND TO THE REAR OF 2 THE DENE, HURST GREEN, CLITHEROE BB7 9QF

WITHDRAWN

13. APPLICATION REF: 3/2018/0956  
GRID REF: 374153 444412

DEVELOPMENT DESCRIPTION:

APPLICATION FOR RETENTION OF UNAUTHORISED ALTERATIONS AND NEW WORKS AT FIRST FLOOR TO CREATE FIVE GUEST BEDROOMS AT 3 MILLSTONES INN WADDINGTON ROAD, WEST BRADFORD BB7 4SX

Minded to Approve on the basis of the economic and public benefits associated with the scheme.

(Peter Hitchen spoke in favour of the above application).

14. APPLICATION REF: 3/2018/0924  
GRID REF: SD 373648 438230

DEVELOPMENT DESCRIPTION:

ERECTION OF 35 DWELLINGS ON THE SITE OF FORMER ALLOTMENTS AND THE RE- PLAN OF PART OF THE DEVELOPMENT APPROVED UNDER THE RESERVED MATTERS REFERENCE 3/2017/0064, INCLUDING AN ADDITIONAL 4 DWELLINGS (RESULTING IN A TOTAL OF 39 ADDITIONAL DWELLINGS) ON LAND SOUTH WEST OF BARROW AND WEST OF WHALLEY ROAD, BARROW

The Head of Planning Services informed Committee of a recalculation of the financial contributions required by Lancashire County Council education in respect of school places, of further comments from the local lead flood authority, and of amendments to the proposed conditions.

DEFERRED and DELEGATED to the Director of Economic Development and Planning for approval subject to minor amendments to the wording of the conditions, no objection being received from the LLFA and the satisfactory completion of a Legal Agreement. This shall be within 3 months from the date of this Committee meeting or delegated to the Director of Economic Development and Planning 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:

#### *Details*

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

REASON: Required to be imposed by Section 51 of the Planning and Compulsory Purchase Act 2004

#### *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:

4387/15/04/01 Rev D (amended plan received 04/02/19)  
4387/15/04/02 Rev D (amended plan received 04/02/19)  
4387/15/04/03 Rev D (amended plan received 04/02/19)  
4387/15/04/04 Rev D (amended plan received 04/02/19)  
4387/15/04/05 Rev D (amended plan received 04/02/19)  
4387/15/04/06 Rev D (amended plan received 04/02/19)  
4387/SPA/001 Rev C (amended plan received 18/01/19)  
4387\_RHM-LA\_001 Rev F (amended plan received 18/01/19)  
180901\_RHM\_GA\_001 Rev E (amended plan received 18/01/19)  
4384/ENG/110 Rev C (amended plan received 18/01/19)  
ENG111 (amended plan received 18/01/19)  
ENG001-4 Rev B  
4387/15/04/07  
4387/H/001 Rev A  
RH.AB.06\_3 Rev G  
ENG022-1 Rev F (amended plan received 18/01/19)  
5374.08 Rev B (amended plan received 22/01/19)  
5374.09 Rev B (amended plan received 22/01/19)  
5374.11

*House Types (amended booklet received 18/01/19):*

The Holly (Rev EF\_HLLY\_DM.1.0)  
The Rowan

The Chestnut  
The Lime  
The Birch (Rev EF\_BIRC\_DM.1.0)  
The Pine (Rev EF\_PINE\_SM.1.0)  
The Cherry  
The Cherry & Hornbeam  
The Ledbury & Ledbury3  
The Ledbury 4  
Bungalow 2 Semi  
B1 & B2 Bungalow  
B2 Bungalow

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 external materials including, door/window surrounds and framing materials, fascia/barge boards and roofing/ridge materials including their colour and texture shall have been submitted to and approved in writing by the Local Planning Authority before their use in the proposed development.

REASON: In order that the Local Planning Authority may ensure that the materials to be used are appropriate to the locality

### *Residential Amenity*

4. 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 and land uses

5. No heavy goods vehicles (exceeding a gross vehicle weight of 7.5T) shall enter or leave the site, as edged in red on the submitted Site Boundary Plan in connection with the construction of the development hereby permitted between the hours of 0830 and 0930, and 1500 and 1600 hours, Monday to Friday inclusive except during school holidays.

REASON: In order to prevent conflict with existing road users during peak hours.

6. Notwithstanding the requirements of condition 2 of this approval, the following windows shall be obscurely glazed to a minimum of level 3 on the Pilkington Scale (where 1 is the lowest and 5 the greatest level of obscurity) and shall be non-opening unless the parts of the window which can be opened are more than 1.7 metres above the floor level of the room in which the window is installed:

- First floor bathroom window in the side elevation of the Holly;
- First floor bathroom window in the side elevation of the Rowan;
- First floor en-suite window in the side elevation of the Birch;
- First floor landing window in the side elevation of the Pine;

The duly installed window shall be retained as such thereafter.

REASON: To ensure satisfactory levels of amenity for future residents of the proposed development

### *Highways*

7. 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 details in respect of:

- Timing of delivery of all off site highway works
- The parking of vehicles of site operatives and visitors
- The loading and unloading of plant and materials
- The storage of plant and materials used in constructing the development
- The erection and maintenance of security hoarding
- Contact details for the site manager
- Periods when plant and materials trips should not be made to and from the site (mainly peak hours but the developer to identify times when trips of this nature should not be made)
- Routes to be used by vehicles carrying plant and materials to and from the site
- Measures to ensure that construction and delivery vehicles do not impede access to adjoining properties.

REASON: In order to ensure that appropriate measures are put in place to limit noise, nuisance and disturbance to the occupiers of neighbouring dwellings and to ensure the development would not be of detriment to the safe operation of the immediate highway during the construction of the development

REASON FOR PRE-COMMENCEMENT: This information needs to be provided and agreed before any workman or machinery enter the site to ensure the safety of surrounding road users.

8. 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

9. The integral garage(s) serving the Plot numbers listed below shall be kept freely available for the parking of cars and no works, whether or not permitted

by the provisions of the Town and Country Planning (General Permitted Development) Order 2015 or any order amending or revoking and re-enacting that order, shall be undertaken to alter or convert the space into living or other accommodation:

Plots – 121, 122, 128, 130, 132, 147, 148, 190, 192, 193, 194, 195, 196, 220, 222, 224 and 225.

REASON: In the interests of visual amenity and to facilitate adequate vehicle parking and/or turning facilities to serve the dwelling

10. The new estate road for the development shall be constructed in accordance with the Lancashire County Council Specification for Construction of Estate Roads to at least base course level up to the entrance of the site compound before any development takes place within the site and shall be further extended before any construction of foundation commences fronting the new access road.

REASON: To ensure that satisfactory access is provided to the site before the development hereby permitted becomes operative.

11. No part of the development shall be commenced until all the highway works within the adopted highway have been constructed in accordance with a scheme that shall be first submitted to and approved in writing by the Local Planning Authority.

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.

REASON FOR PRE-COMMENCEMENT: The off-site highway works need to be agreed and provided before works can commence on site.

12. Prior to the start of the development, a joint survey shall be carried out between the developer and the planning authority (in conjunction with the highway authority) to determine the condition of Whalley Road. A similar survey shall be carried out every six months and the final inspection within one month of the completion of the last house, and the developer shall make good any damage to Whalley Road to return it to the pre-construction situation as required.

REASON: To maintain the construction of Whalley Road in the interest of highway safety in accordance.

REASON FOR PRE-COMMENCEMENT: The existing state of the road needs to be assessed prior to work commencing on site.

13. The layout of the development shall include provisions to enable both construction vehicles and residential vehicles, to enter and leave the highway of Whalley Road in forward gear and such provisions shall be laid out in

accordance with the approved plan and the vehicular turning space shall be laid out and be available for use before any development commences and maintained thereafter.

REASON: To prevent vehicles reversing to and from the highway of Whalley Road in the interest of highway safety.

14. All car parking and manoeuvring areas, shown on the approved plans, shall be marked out and made available for use before each dwelling, to be served by such areas, is brought into use. The approved parking and manoeuvring areas shall be permanently maintained as approved thereafter.

REASON: To allow for the effective use of the parking areas.

15. Within three months of commencement of development on site, details of the proposed arrangements for future management and maintenance of the proposed streets within the development shall be submitted to and approved in writing by the local planning authority. [The streets shall thereafter be maintained in accordance with the approved management and maintenance details until such time as an agreement has been entered into under Section 38 of the Highways Act 1980 or a private management and maintenance company has been established].

REASON: In the interest of highway safety, to ensure a satisfactory appearance to the highways infrastructure serving the approved development and to safeguard the visual amenities of the locality.

16. Within three months of commencement of development an estate street phasing and completion plan shall be submitted to and approved in writing by the Local Planning Authority. The estate street phasing and completion plan shall set out the development phases and the standards that estate streets serving each phase of the development will be completed. The development thereafter shall be completed in accordance with the approved plan

REASON: To ensure that the estate streets serving the development are completed and thereafter maintained to an acceptable standard in the interest of residential/highway safety. To ensure a satisfactory appearance to the highways infrastructure serving the development and to safeguard the visual amenities of the locality and users of the highway, in accordance with the development plan.

17. No dwelling shall be occupied until the estate street(s) affording access to those dwelling(s) has been completed in accordance with the Estate Street Development Plan.

REASON: To ensure that the estate streets serving the development are completed and maintained to the approved standard, and are available for use by the occupants, and other users of the development, in the interest of highway safety; to ensure a satisfactory appearance to the highways infrastructure serving the approved development; and to safeguard the visual amenities of the locality and users of the highway, in accordance with the Development Plan.



18. Within three months of commencement of development, full engineering, drainage, street lighting and constructional details of the streets proposed for adoption shall be submitted to and approved in writing by the local planning authority. The development shall, thereafter, be constructed in accordance with the approved details and retained as such thereafter.

REASON: In the interest of highway safety; to ensure a satisfactory appearance to the highways infrastructure serving the approved development; and to safeguard the visual amenities of the locality and users of the highway in accordance with the Development Plan.

19. All garage facilities shall have facility of an electrical supply suitable for charging an electric motor vehicle.

REASON: In order to promote sustainable transport as a travel option and reduce thereby carbon emissions.

#### *Play area*

20. Prior to occupation of any dwelling hereby approved, a play space management plan including long term design objectives, timing of the works, management responsibilities and maintenance schedules for the play area (measuring 420sqm) shall be submitted to and approved in writing by the Local Planning Authority. The play space management plan shall also provide precise details of all play equipment to be installed (including any associated benches or seating areas), its future maintenance and indicate a timescale when the play spaces shall be provided and made available for use. The play space management plan shall be carried out in accordance with the details so approved and retained as approved thereafter.

REASON: To provide adequate and usable areas of public open space

#### *Ecology and trees*

21. The development hereby approved shall be carried out in complete accordance with the recommendations and ecological enhancement measures detailed within the submitted Ecological Survey and Assessment (Ref: 2018-314 September 2018 - ERAP Ltd).

REASON: In the interests of biodiversity and to enhance opportunities for species of conservation concern and reduce the impact of development

22. Notwithstanding the submitted details and requirements of condition 21, no above ground level works 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 dwelling/building dependent bird/bat species site plan and include details of plot numbers and the numbers (there shall be at least 1 nest brick/bat tile per dwelling) of artificial bird nesting boxes and artificial bat roosting site per individual dwelling and type. The details shall also identify the actual wall and roof elevations into which the above provisions shall be incorporated.

The artificial bird/bat boxes shall be incorporated into those individual dwellings during construction and be made available for use before each such dwelling is 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 protected species.

23. 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.

24. Notwithstanding the submitted details, a scheme for any external building or ground mounted lighting/illumination, shall have been submitted to and approved in writing by the Local Planning Authority prior to its installation on site.

For the avoidance of doubt the submitted details shall include luminance levels and demonstrate how any proposed external lighting has been designed and located to avoid excessive light spill/pollution and shall include details to demonstrate how artificial illumination of important wildlife habitats is minimised/mitigated.

The lighting scheme(s) shall be implemented in accordance with the approved details and retained as approved

REASON: To enable the Local Planning Authority to exercise control over development which could prove materially harmful the character and visual amenities of the immediate area and to minimise/mitigate the potential impacts upon protected species resultant from the development

25. Notwithstanding the submitted details or the requirements of condition 2, prior to any dwelling being occupied, details at a scale of not less than 1:20 of the

proposed boundary walling, gates and fencing shall have been submitted to and approved in writing by the Local Planning Authority and these details shall identify the measures to be taken to encourage habitat connectivity throughout the site. 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 enhance biodiversity.

26. Within three months of commencement of development on site, a scheme of phasing for the approved landscaping areas shall have been submitted for the written approval of the Local Planning Authority. The development shall be carried out in strict accordance with the duly approved timings and phasing's and 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 five 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 on a phase by phase basis

27. Prior to occupation of the first dwelling, a landscape management plan including long term design objectives, management responsibilities and maintenance schedules for all landscaped areas referred to in condition 26 (other than within curtilages of buildings), shall be submitted to and approved in writing by the Local Planning Authority. The site thereafter shall be managed and maintained in accordance with the approved plan.

REASON: To ensure the proper long-term management and maintenance of the landscaped areas in the interests of visual amenity and biodiversity enhancement.

28. All trees identified to be retained within the approved landscaping plans and as detailed within the updated Tree Survey Report and Arboricultural Impact Assessment and Method Statement (Revised September 2018) shall be enclosed with temporary protective fencing in accordance with BS5837:2012 [Trees in Relation to Demolition, Design & Construction]. 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.

#### *Contamination*

29. The development hereby approved shall be carried out in accordance with the conclusion and recommendation measures detailed within the submitted Phase 1 Geo-Environmental Desk Study (Jan 2012).

REASON: To prevent land contamination and to ensure that the land is suitable for residential use.

### *Drainage*

30. The drainage for the development hereby approved, shall be carried out in accordance with principles set out in the submitted Foul & Surface Water Drainage Strategy Statement- Dated October 8th 2018 which was prepared by Redrow. For the avoidance of doubt, surface water must drain to watercourse and no surface water will be permitted to drain directly or indirectly into the public sewer. The development shall be completed in accordance with the approved details.

REASON: To ensure a satisfactory form of development and to prevent an undue increase in surface water run-off and to reduce the risk of flooding.

Further drainage conditions likely from LLFA.

31. The development permitted by this planning permission shall be carried out in accordance with the approved surface water drainage scheme (as shown on drawing no. 4384/ENG/101, dated: 18 December 2018). The surface water drainage 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.

REASON: To prevent flooding by ensuring the satisfactory storage of/disposal of surface water from the site and to reduce the risk of flooding to the proposed development and future occupants.

32. No development hereby permitted shall be occupied until final details of an appropriate management and maintenance plan for the sustainable drainage system for the lifetime of the development have been submitted which, as a minimum, shall include:

- a) The arrangements for adoption by an appropriate public body or statutory undertaker, management and maintenance by a Residents' Management Company
- b) Arrangements concerning appropriate funding mechanisms for its on-going maintenance of all elements of the sustainable drainage system (including mechanical components) and will include elements such as:
  - i. on-going inspections relating to performance and asset condition assessments
  - ii. operation costs for regular maintenance, remedial works and irregular maintenance caused by less sustainable limited life assets or any other arrangements to secure the operation of the surface water drainage scheme throughout its lifetime;
- c) Means of access for maintenance and easements where applicable.

The plan shall be implemented in accordance with the approved details prior to first occupation of any of the approved dwellings, or completion of the development, whichever is the sooner. Thereafter the sustainable drainage system

REASON: To ensure that appropriate and sufficient funding and maintenance mechanisms are put in place for the lifetime of the development. To reduce the flood risk to the development as a result of inadequate maintenance and to identify the responsible organisation/body/company/undertaker for the sustainable drainage system.

33. No development shall commence until details of how surface water and pollution prevention will be managed during each construction phase have been submitted to and approved in writing by the local planning authority. The development shall be carried out in strict accordance with the approved details.

REASON: To ensure that the construction phase(s) of development does not pose an undue flood risk on site or elsewhere, and to ensure that any pollution arising from the development as a result of the construction works does not adversely impact on existing or proposed ecological or geomorphic condition of water bodies.

REASONS FOR PRE-COMMENCEMENT CONDITIONS:

1. Drainage is not only a material consideration but an early and fundamental activity in the ground construction phase of any development and it is likely to be physically inaccessible at a later stage by being buried or built over. It is of concern to all flood risk management authorities that an agreed approach is approved before development commences to avoid putting existing and new communities at risk.

INFORMATIVE:

For the avoidance of doubt, this response does not grant the applicant permission to connect to the ordinary watercourse(s) and, once planning permission has been obtained, it does not mean that land drainage consent will be given. The applicant should obtain Land Drainage Consent from Lancashire County Council before starting any works on site. Information on the application process and relevant forms can be found via the following website: [www.lancashire.gov.uk/flooding](http://www.lancashire.gov.uk/flooding).

(Graham Trehwella spoke in favour of the above application).

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SECTION 106 APPLICATIONS

<u>Plan No</u>	<u>Location</u>	<u>Date to Committee</u>	<u>Number of Dwellings</u>	<u>Progress</u>
3/2018/0500	Land to East Clitheroe Road, Barrow	1/11/18 4/10/18	10	With Legal
3/2018/0844	Land off Longsight Road Langho	10/1/19	42	With Applicant

<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>
3/2018/0910	Sheepfold Crescent Barrow	29/11/18	7 weeks	26	Decision 14/1/19

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APPLICATIONS WITHDRAWN

<u>Plan No</u>	<u>Proposal</u>	<u>Location</u>
3/2016/0526	Residential development comprising land to south of 17 bungalows, 12 houses, 20 apartments and 26 sheltered apartments together with access roads, car park, landscaping, open space and flood compensation storage area	Land to south of Accrington Road and west of Woodfield View Whalley
3/2018/0451	Erection of one A1 (retail) unit and one A3/A5 (restaurant/hot food takeaway) unit	Myercough Smithy Road Mellor Brook
3/2018/0640	Variation of conditions 2, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13 and 14 from planning permission 3/2015/0024	Ribble Valley Remembrance Park Mitton Road, Whalley
3/2018/0715	Variation of condition 14 (the holiday units shall not be let for a combined total period exceeding 90 days in one calendar year and shall not be used as a permanent accommodation or as a sole place of residence) from planning permission 3/2017/0756	Land adjacent to Black Hall Barn Garstang Road Chipping
3/2018/0828	Change of use of land and provision of shepherds hut for holiday rental use	Springside Farm Knotts Lane, Tosside
3/2018/0830	Alteration of existing roof, erection of new single storey extension to rear. Alterations to external openings. Erection of new single storey garage	9 Greenside Ribchester
3/2018/0845	Full application for change of use of garage/ancillary residential building to one new dwelling and replacement of the indoor swimming pool with another new dwelling	Newfield Edge Hall Farm Burnley Road Gisburn
3/2018/0846	Listed building consent for change of use of garage/ancillary residential building to one new dwelling and replacement of the indoor swimming pool with another new dwelling	Newfield Edge Hall Farm Burnley Road Gisburn
3/2018/0953	Proposed change of use of part of Maureen Cookson building from A1 to Ad/A4 for flexible planning use	1 George Street Whalley

<b><u>Plan No</u></b>	<b><u>Proposal</u></b>	<b><u>Location</u></b>
3/2018/0966	Extension to previously approved workshop/garage facility	Little Mill Mill Lane, Chipping
3/2018/0971	Demolition of existing conservatory and construction of new single storey extension to rear	Highfield Snodworth Road Langho
3/2018/0972	Change of use of existing hairdressing salon (use class A1) to drinking establishment (use class A4) and associated external works to provide level access forecourt and footpath adjustment to suit certificate of lawfulness	9 Mardale Road Longridge
3/2018/1011	Change of use of agricultural land to garden to form extension of domestic curtilage	The Coach House Clitheroe Road Waddington
3/2018/1012	Proposed repairs to existing stonework and removal and replacement of windows, stone cills and mullions following removal of existing render on Grade II listed building	Crabtree Cottage Back Lane Wiswell
3/2018/1072	Single storey extension to rear 7.8m long, 2.6m high (max), 2.35m to eaves	38 The Rydings Langho
3/2018/1083	Demolition of existing garage and construction of replacement garage structure; two storey infill extension between house and new garage; single storey infill extension to rear and external remodelling improvements to existing roof	Lower Hudd Lee Farm Longridge Road Hurst Green
3/2018/1084	Demolition of an existing outbuilding and erection of a single storey extension. Formation of beer garden and extension of car park into adjacent land	Red Pump Hotel Clitheroe Road Bashall Eaves
3/2018/1093 (LBC)	Demolition of an existing outbuilding and erection of a single storey extension. Formation of beer garden and extension of car park into adjacent land	Red Pump Hotel Clitheroe Road Bashall Eaves

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APPEALS UPDATE

<b><u>Application No and reason for appeal</u></b>	<b><u>Date Received/ Appeal Start Date</u></b>	<b><u>Site Address</u></b>	<b><u>Type of Appeal Procedure</u></b>	<b><u>Date of Inquiry/Hearing if applicable</u></b>	<b><u>Progress</u></b>
3/2017/0961 R (Variation of S106 Ag)	Awaiting start date from PINS	Land at Chapel Hill Longridge	Hearing (to be confirmed by PINS)		

<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>
3/2017/0962 R	03/10/18	land off Sheepfold Crescent, Barrow	Hearing	Wed 16/01/2018 Cttee Rm 1 booked	Withdrawn 15/01/19
3/2018/0079 R	23/07/18	New Ings Farm Hellifield Road Bolton by Bowland	WR		Appeal Allowed 21/12/2018
3/2018/0480 R	12/11/18	The Tythe Barn Station Road Rimington	WR		Awaiting Decision
3/2018/0474 R	Awaiting start date from PINS	Great Mitton Hall Mitton Road, Mitton	HH appeal procedure Hearing requested (to be confirmed by PINS)		
3/2018/0468 R	Awaiting start date from PINS	Great Mitton Hall Mitton Road, Mitton	LB Hearing (to be confirmed by PINS)		
3/2018/0447 R	27/11/2018	Eatoughs Barn Fleet Street Lane Ribchester	WR		Awaiting Decision
3/2018/0435 R	10/12/2018	32 Hall Street Clitheroe	WR		Awaiting Decision
3/2018/0816 R	22/01/2019	39 Castle View Clitheroe	HH		Notification and preparation of Questionnaire underway
3/2018/1020 R	Awaiting start date from PINS	Calding Bank Cottage, Whalley Old Road, Billington	WR (to be confirmed)		

#### 644 LISTED BUILDING AT RISK – DOG KENNELS, GISBURNE PARK

The Director of Economic Development and Planning submitted a report for Committee's information on proposals to address the urgent need for repair works to the 18<sup>th</sup> century grade II listed dog kennels within Gisburne Park Historic Park and Garden (grade II) and the setting of Gisburne Park House (grade I). The planning history of the site was outlined, together with detail of the deterioration in condition of the structure. Although an application had been submitted for listed building consent in August 2018 to stabilise and retain the existing building, insufficient information has been provided in support, and the Council was intending to serve an urgent works notice.

Members were informed that, since the publication of the report, there had been further engagement with the landowner who had commissioned a report from a specialist which would be available shortly.



RESOLVED: That the report be noted.

645 APPEALS

- i) 3/2018/0079 – Conversion of barn to 2 dwellings; creation of garages and gardens; installation of new sewage treatment plant at New Ings Farm, Hellifield Road, Bolton by Bowland – appeal allowed.

The Director of Economic Development and Planning informed Members that notice of appeal had been received in respect of application 3/2018/0688 (outline application for up to 110 dwellings on land off Henthorn Road, Clitheroe) and that the appeal was to be heard at a Public Inquiry on 8, 9 and 10 May 2019 under a new accelerated procedure adopted by PINS. David Manley QC had been instructed to represent the Council.

RESOLVED: That the report be noted.

646 EXCLUSION OF PRESS AND PUBLIC

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

647 PRIMROSE/MEARLEY LODGE

The Director of Economic Development and Planning submitted a report seeking authority from Members to provide an annual grant in respect of the management and maintenance of Primrose/Mearley Lodge which was currently owned by Beck Developments Ltd but which was intended to be transferred to a trust.

In November 2018, Committee had authorised payment of funds from Section 106 contributions in respect of completion of the management plan and in respect of certain invoices from Ribble Rivers Trust (partly subject to having first received payment of the expected Section 106 contributions associated with the Lodge). These payments related to works to be carried out and remediation and restoration of the site.

Arrangements were now being put in place for the transfer of ownership from the developers to a new trust (which would be set up by Ribble Rivers Trust to manage and maintain the Lodge). Ribble Rivers Trust and the new trust anticipated a shortfall in funds available for management and maintenance, and had approached Ribble Valley Borough Council for a contribution. The Council currently offered grants under the Countryside Management service, and Members were requested to allocate £5000 per year from the existing budget over a 15 year period as a grant to the newly formed trust, to manage and maintain the site. Members were advised that the Council would not appoint any trustees to the trust or have any control, and that the payment would be a pure grant.

RESOLVED: That Committee authorise the grant of £5000 per year for a period of 15 years following the formation of the trust, transfer of land ownership to the trust, and completion of suitable legal agreements between the Council and the trust.

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## PLANNING APPEAL COSTS APPLICATIONS

The Director of Economic Development and Planning submitted a report updating Members on recent costs awards and applications for costs resulting from planning appeals. A number of applications for costs had been submitted by and against the Council, some of which had been successful whilst others had been refused. Members were reminded of the need for reasons for planning decisions to be correct and robust.

RESOLVED: That the report be noted.

The meeting closed at 8.16pm.

If you have any queries on these minutes please contact Nicola Hopkins (414532).

## Minutes of Accounts & Audit Committee

Meeting Date: Wednesday, 13 February 2019 starting at 6.30pm  
Present: Councillor R Bennett (Chairman)

Councillors:

J Alcock	B Hilton
I Brown	A Knox
M Fenton	R Newmark
L Graves	R Sherras

In attendance: Chief Executive, Head of Financial Services, Head of Legal and Democratic Services, Mark Heap and Sophia Iqbal (Grant Thornton)

Also in attendance: Councillors S Bibby, K Hind, S Hind and Barry Dearing (Independent Person).

A request had been made for Simon Farnsworth, Solicitor, to sit as Solicitor acting in the Chamber. Mr Farnsworth confirmed to Committee that he was on record for the Subject Member. The Chairman asked for Committee's permission, and this was approved.

### 649 APOLOGIES

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

### 650 MINUTES

The minutes of the meetings held on 31 October 2018 and 12 November 2018 were approved as a correct record and signed by the Chairman.

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

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

### 652 PUBLIC PARTICIPATION

There was no public participation.

### 653 SUB-COMMITTEE ARRANGEMENTS

The Chief Executive advised on declarations of interest.

Councillors J Alcock and B Hilton declared an interest and left the meeting.

The Chief Executive submitted a report seeking confirmation of the membership of the Hearing Sub-Committee, following changes to the membership of the Accounts and Audit Committee. Councillors S Hirst was no longer a Member of Accounts and Audit Committee, and therefore it was necessary to replace him as a Member of the Sub-Committee.

The Head of Legal and Democratic Services reminded Members of the resolution of Council on 11 December 2018, that the selection of the Member of the Sub-Committee who was not a Member of the Conservative Group was to be made by agreement between the three Members of the Committee who were not Members of that group, so as to ensure that the panel reflected the requirement for political balance.

There was discussion on issues including the selection of the Member of the Sub-Committee who was not a Member of the Conservative Group, the Nolan principles, the process of investigation to prepare the report, and the procedural challenges which had delayed the full hearing of the complaint.

Councillor K Hind was given permission to speak on this item and the Committee also received intervention from the Independent Person.

RESOLVED: That Committee confirm the appointment of Councillor R Bennett as a Member of the Hearing Sub-Committee.

Councillors S Bibby, K Hind and S Hind left the meeting, together with Simon Farnsworth.

Councillor J Alcock re-joined the meeting.

#### 654 CLOSURE OF ACCOUNTS TIMETABLE 2018/2019

The Director of Resources submitted a report informing Committee that the Accounts and Audit Regulations 2015 now require the Responsible Financial Officer to sign the Statement of Accounts as a true and fair view and publish them by 31 May 2019, and for the Council to publish the audited accounts by no later than 31 July 2019. Last year, the Council was able to close down the accounts under the regulations and met the new deadlines as required. The Accounts and Audit Regulations 2015 had set out details of requirements in relation to duties and rights, and also brought in changes to the key deadlines for approval of the Statement of Accounts and completion of the audit.

The principal matters covered in the Accounts and Audit Regulations were highlighted by the Head of Financial Services for Committee's information. The regulations also stipulated various responsibilities for closure of accounts relating to Members and the Responsible Financial Officer.

Reference was also made to budget implications and practical issues, and the importance of attending the scheduled meeting for the approval of the audited statement of accounts at the proposed meeting on Wednesday, 24 July 2019. He outlined a timetable that must be strictly adhered to in order to achieve the deadlines required.

Reference was also made to the current staffing requirements in the financial department and Members were informed how the work would be carried out in the event that the posts had not been filled by the time of closure of the accounts.

RESOLVED: That Committee endorse the suggested approach for the closure of the 2018/2019 accounts.

655 INTERNAL AUDIT ANNUAL PLAN 2019/2020

The Director of Resources submitted a report informing Committee of the Internal Audit Plan for 2019/2020. This included the various audit areas and planned number of working days for each of the areas. A brief explanation was given as to how the Audit Plan is arrived at, following consultation with Directors, Heads of Service and the external auditors. The risk based methodology was also explained to Members, together with an explanation that the plan was based on anticipated recruitment and restoration of full staffing levels.

RESOLVED: That Committee approve the 2019/2020 Internal Audit Plan as outlined.

656 GRANTS CERTIFICATION REPORT 2017/2018

Sophia Iqbal presented a report on the certification of claims and returns. Grant Thornton had certified the housing benefit subsidy claim for the financial year 2017/2018 relating to subsidy claimed of £6.77million. There were no issues arising from the certification work. The report outlined fees totalling £11,191 that would be the fee for this work being carried out.

RESOLVED: That the report be noted.

657 GRANT THORNTON EXTERNAL AUDIT PLAN 2018/2019

Mark Heap submitted a report for Committee's information, highlighting Grant Thornton's overview of the planned scope and timing of the audit. The document was also an aid to understanding the consequence of their work, discussing issues of risk and the concept of materiality and identified any areas where the Council may choose to request to undertake additional procedures. The contents of the plan had been discussed with management. He highlighted the partnership approach to which the Council and Grant Thornton were committed to meet the demanding deadlines.

RESOLVED: That the report be noted.

658 INTERNAL AUDIT PROGRESS REPORT 2018/2019

The Director of Resources submitted a report for Committee's information on the internal audit progress to date for 2018/2019. The report highlighted the audit work and reports issued since the last report to Committee, including the aim to review all of the Council's fundamental systems before the end of the financial year. All the audits carried out since the last meeting in October 2018 had reached either full or substantial assurance levels.

Members were updated on staffing issues within the audit team and the impact which this has had on progress, including prioritisation of work.

RESOLVED: That the report be noted.

659 20<sup>TH</sup> REPORT OF THE COMMITTEE ON STANDARDS IN PUBLIC LIFE

The Chief Executive submitted a report for Committee's information on the production of a report entitled 'Local Government Ethical Standards' on

30 January 2019 by the Committee on Standards in Public Life. A link was provided to the full report, and Members' attention was drawn to the introduction by the Chair, Lord Evans of Weardale, together with the executive summary and list of recommendations.

Members were reminded that the Council's own systems were to be reviewed after conclusion of the current complaint, and that the recommendations would provide useful guidance in this process.

Members reflected on the apparent reconsideration of the trends under the Localism Act 2011, the position of Parish Councils, and the revised approach to release of the home addresses of candidates at the time of elections, or of Members in their declarations of interest.

RESOLVED: That the report be noted.

The meeting closed at 7.20pm.

If you have any queries on these minutes please contact Marshal Scott (425111).