

Minutes of Community Services Committee

Meeting Date: Tuesday, 29 October 2019 starting at 6.30pm
Present: Councillor S Care foot (Chairman)

Councillors:

J E Alcock	S Knox
S Atkinson	S O'Rourke
T Austin	S Rainford
D Birtwhistle	M Robinson
L Edge	J Schumann
A Humphreys	

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

Also in attendance: Councillors A Knox and B Buller.

316 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillors G Mirfin, R Newmark and G Scott.

317 MINUTES

The minutes of the meeting held on 3 September 2019 were approved as a correct record and signed by the Chairman.

Councillor S Knox asked for an update on minute 170 regarding Clitheroe Town Wells. The Director of Community Services informed Committee that an exchange of emails had been made with the Clitheroe Civic Society where he had clarified the Council's position that it had only taken ownership of one well and that the Council cannot legally take ownership of the other two wells.

Councillor Austin asked for an update on minute 171 - Fleet Operator's Licence and was informed by the Director of Community Services that an appointment to this position had now been made and would start in the New Year.

318 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

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

319 PUBLIC PARTICIPATION

There was no public participation.

320 REVIEW OF FEES AND CHARGES

The Director of Resources submitted a report seeking Committee's approval on proposals to increase this Committee's fees and charges with effect from 1 April 2020. These proposals were the first stage in the review of the Committee's budget for the forthcoming 2020/2021 financial year.

The Budget Working Group had considered the overall 3-year budget forecast which assumes that fees and charges are increased overall by 2%.

The Council's latest budget forecast allows for a 2% increase in the level of income raised from fees and charges and this review aims to increase budgeted income for 2020/2021 by this amount as a minimum. After applying this percentage increase, proposed charges have generally been rounded up and down to minimise any problems with small change, which inevitably impacts on the individual percentage rise for each separate charge, particularly when the charge is low.

The proposed set of fees and charges was set out for Committee's information.

With regard to the new set of charges for the 3G pitch, it was felt as these had only been set in September 2019 when the pitch opened that the fees should be frozen for the 2020/2021 financial year.

RESOLVED: That Committee

1. approve a level of fees and charges for be levied for this Committee for 2020/2021 as outlined in the report at Annex A; and
2. support the freezing of the charges on the new 3G pitch for 2020/2021 at the 2019/2020 rate.

321 CAPITAL PROGRAMME REVIEW AND NEW BIDS 2020/2021 TO 2024/2025

The Director of Resources submitted a report recommending the future five-year capital programme for the financial years 2020/2021 to 2024/2025 for this Committee.

For this Committee there were originally 25 schemes approved for the financial years 2020/2021 to 2023/2024 totalling £3,329,040. Following a review of these schemes, proposed amendments to 3 previously approved schemes had changed.

- Replacement of refuse wheelie bins - the current capital programme includes amounts each year for the bulk purpose of refuse wheelie bins to replace bins that are damaged due to age and fatigue. The current rate of replacement is more than anticipated so £3000 extra funding is proposed each year between 2020/2021 and 2023/2024 to purchase more bins.
- Castle Keep Lime Repointing Works and Repairs – this 2020/2021 capital programme is dependent on external funding to cover the vast majority of the scheme costs. No external funding is available at this stage so this scheme had been moved back to 2021/2022 subject to securing external funding for that year. In addition, LED lighting was no longer required on this scheme which reduced the scheme costs by £18,120.
- Salthill Depot Garage – Supply and Install New Vehicle Brake Tester – the current 2022/2023 capital scheme is no longer required because the brake tester is being refurbished in 2019/2020 funded from the revenue budget.

It was proposed to remove the scheme budget of £61,900 from the 2022/2023 capital programme.

It was also noted that as a result of this review the Second Parking Deck on Chester Avenue Car Park scheme for £1,230,000 remained in the 2020/2021 capital programme on a provisional basis only at this stage.

Heads of Service had been asked to put forward new bids for 2024/2025 and 12 had been submitted totalling £986,200. Members were reminded that other Committees would be receiving similar reports for new scheme bids and that all these bids would be finally considered alongside each other by the Budget Working Group and Policy and Finance Committee.

There was a request that the bid for the extension to Edisford Car Park currently in the capital programme for 2024/2025 be considered take place in an earlier financial year as the need for this car park was much higher since the new 3G pitch was completed.

RESOLVED: That Committee

1. approve the proposed five-year programme for 2020/2021 to 2024/2025 as outlined in the report, and
2. recommend to Policy and Finance committee a future five-year capital programme for this Committee.

322 CLITHEROE FOOD FESTIVAL

The Director of Community Services submitted a report providing Committee with an update on the year's event along with the outturn for income and expenditure and asking for consideration of the Council's support for the 2020 festival.

He reminded Members that the delivery of the Food Festival had been based on a similar format to previous occasions with the event being planned and organised by Council officers with help from staff who worked on the day undertaking various roles, volunteers and external specialist assistants.

The Clitheroe Food Festival contributes to the promotion of the area as a tourist destination and in our economic development role. However, there was only anecdotal evidence to support the economic and tourism impact of the event on the town as there had never been an economic impact assessment of the event.

The amount of sponsorship attracted by the festival has steadily fallen over the past 4 years with the amount of £4k being achieved this year. The event, despite large numbers of people attending does not generate sufficient income to cover the cost of staging it simply because it is primarily free to attend.

The event had relied to date on a substantial number of Council officers working to plan it and on the day to serve in various roles. There was a clear downward trend in the number of staff willing to work on the event and in future years it may be necessary to look at alternative models of delivery if the event continued to be supported by the Council. This would be at considerable cost.

Another issue to consider should the festival go ahead in 2020, was the proposed amendments to Clitheroe Market with the removal of the fixed bullring stands where currently 26 stalls were available for traders. Options for this area would need to be considered as part of the planning.

Members felt that the event was an important one in the Council's calendar and that it should be staged again in 2020, although it was acknowledged that it was costing more each year.

RESOLVED: That Committee agree to the Council staging the Clitheroe Food Festival in 2020.

323 RECYCLING REPORT

The Director of Community Services submitted a report informing Members of the current issues facing the recycling service. He reported that recycling rates had dropped over the last few years and in Lancashire we recycle less than half of our waste and in Ribble Valley last year only 30% was sent for reuse, recycling or composting. This had been highlighted recently by Friends of the Earth.

The Director of Community Services gave some explanation as to why the green recycling waste stream had dropped off with the County Council no longer allowing leaves and food waste to be accounted for.

The aim of the pots, tubs and trays campaign across the country is aimed at reducing bin bag waste, increasing recycling by collecting more plastic and new processing operations should extract more plastic at the recycling plant. The Council was doing all it could to promote this campaign with press releases, stickers on bins and on the website.

On a trial basis we had now started to collect trade paper and cardboard in the town centre and had agreed to offer a recycling service to schools, as well as examining the way collections are made for other recyclable material.

RESOLVED: That Committee agree

1. to offer a free exchange of 240 litre blue bins for 140 litre blue bins for households above 4 residents; and
2. that officers carry out a review of the lilac bag service.

324 ELECTRIC VEHICLE CHARGING REPORT

The Director of Community Services submitted a report informing Committee about the potential installation of electric vehicle charging points in the Council's car parks. Electric vehicles are now integral to the government's policies for climate change and transport and the Director of Community Services reminded Committee that the Council's new corporate plan includes the introduction of charging points in Council owned car parks where possible.

He reminded Committee that a paper submitted in March 2018 outlined two proposals that the Council had received from companies offering different solutions for the installation of the charging points but was not considered cost effective at the time. Of the two companies EON was considered to be the best proposal and

they had now submitted a new proposal for installing two twin charges at Railway View car park sourcing the power from the Council building via a separate meter and five twin chargers at Chester Avenue car park taking power from a nearby substation. The report outlined the potential benefits to installing these charging points and the sort of service that would be included with them.

RESOLVED: That Committee

1. approve the proposal for charging points to be installed at Chester Avenue and Railway View car parks in Clitheroe; and
2. request that other opportunities be sought for the introduction of electric charging points in other strategic car parks.

325 CAPITAL MONITORING 2019/2020

The Director of Resources submitted a report providing Members with information on the progress of the approved Community Committee 2019/2020 capital programme for the period to the end of September 2019. The report gave a summary of the Community Committee capital programme budget expenditure to date and variances and included the full capital programme by scheme with details, financial information and the budget holder comments.

At the end of September 2019 88.3% of the annual capital programme for this Committee or committed.

RESOLVED: That the report be noted.

326 REVENUE MONITORING 2019/2020

The Director of Resources submitted a report for Committee's information on the position for the period April to September 2019 of this year's revenue budget as far as this Committee was concerned. The report outlined by cost centre a comparison between actual expenditure and the original estimate for the periods to the end of September and highlighted the variations along with the budget holder's comments and agreed action plans.

RESOLVED: That the report be noted.

327 GENERAL REPORT

The Director of Community Services submitted a report informing Committee on arrangements for Christmas parking, the improved access arrangements to Edisford riverbank and the progress made with the partial handover of the Ribble Valley 3G pitch.

RESOLVED: That the report be noted.

328 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from Representatives on Outside Bodies.

329 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That by virtue of the following items of business being exempt information under Categories 1 and 4 of Schedule 12A of the Local Government Act 1972 the press and public be now excluded from the meeting.

330 CLITHEROE MUSEUM

The Director of Community Services submitted a re-port providing Committee with an update on the management of Clitheroe Museum. He reported that since the museum reopened in 2009 it had been managed by the Lancashire County Council museum service under a 10-year contract with the Borough Council, which had been extended by mutual agreement for a further year to enable the Council to consider options. Other assets on the site included the Atrium Café and the Bowling Green Café. The Director of Community Services outlined the current position with regard to these services and asked Committee to consider tendering for the service to include all three aspects.

Members discussed the options for the management of these facilities and asked officers to consider whether these services could be run by the Borough Council rather than by external providers.

RESOLVED: That Committee ask officers to examine again the delivery of these services and submit a report outlining options and implications to the Committee in January 2020.

331 RIBBLESDALE POOL SWIMMING LESSONS

The Director of Community Services submitted a report providing Committee with an update on the provision of swimming lessons at Ribblesdale Pool. This was a core function of the pool provision in facilitating the learning of the life skill of swimming for children and adults and had proved difficult over recent times, because of difficulty in recruiting teachers. Current lessons were provided by one permanent part time teacher and bought in provision from a private provider of teachers. It was suggested that the only way to reinstate a comprehensive programme of teaching was to continue with this provision for a period of up to five years in order to ensure continuity for the lesson programme.

RESOLVED: That Committee

1. approve the continuation of the use of the current external provider for the term beginning in January 2020 for an anticipated period of 3 months; and
2. approve the invitation of tenders for teaching of swimming on behalf of the Council representing the equivalent of the one and a half posts on the Council's establishment list for a period of up to five years.

The meeting closed at 7.50pm.

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