

Minutes of Community Services Committee

Meeting Date: Tuesday, 7 January 2020, starting at 6.30pm
Present: Councillor R Newmark (Chairman)

Councillors:

J E Alcock	G Mirfin
S Atkinson	S O'Rourke
T Austin	S Rainford
L Edge	M Robinson
A Humphreys	J Schumann
S Knox	G Scott

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

Also in attendance: Councillor A Knox.

Not in attendance: Councillor D Birtwhistle.

456 APOLOGIES

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

457 MINUTES

The minutes of the meeting held on 29 October 2019 were approved as a correct record and signed by the Chairman.

458 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

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

459 PUBLIC PARTICIPATION

There was no public participation.

460 REVISED CAPITAL PROGRAMME 2019/2020

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 2019/20 had been approved by Policy and Finance Committee in February 2019 and since then regular reports had been presented to this Committee on progress with the Capital Programme.

In February 2019, 10 new capital schemes with a total approved budget of £1,912,440; since then the following changes had been made:

- £2,290 of the 2019/20 budget for the Edisford Sports Complex Scheme was moved into 2018/19 to fund early work on that scheme in 2018/19. Thus £2,290 had been reduced from the 2019/20 budget for the scheme.
- Three capital schemes were not completed by 31 March 2019 and had unspent budget available at that date. The total unspent balance on these schemes, £57,870, is known as slippage. This slippage was transferred into the 2019/20 capital programme budget, after approval by this Committee in May 2019.
- One new scheme, totalling £11,500, was approved by Policy and Finance Committee in April 2019.

As a result of the above, the total approved budget for this Committee's Capital Programme of fourteen schemes was £1,979,520.

Following discussions on each of the schemes in the Capital Programme with budget holders, the revised estimate is £1,800,520, a reduction of £179,000 from the total approved budget. The reasons for this reduction were outlined to Committee.

The Director of Resources reported that the expenditure and commitments to the end of November 2019 represented 95.8% of the Revised Capital Programme for this Committee. The report outlined the full Capital Programme by scheme including the budget and expenditure to date for Committee's information.

With regard to the replacement of the CCTV system Members requested consideration of more cameras in Whalley and Longridge.

RESOLVED: That Approve the Revised Capital Programme of £1,800,520 for this Committee as set out in the report.

461 REVISED REVENUE BUDGET 2019/2020

The Director of Resources submitted a report outlining the Revised Revenue Budget for 2019/20 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 2019/20 included provision for pay increases at 3% and price increases at 2%. 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 on future plans which played an integral part in the budget setting process.

She informed Committee that the revised budget for 2019/20 showed an increase in net expenditure of £53,070 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 2019/20.

ORIGINAL REVENUE BUDGET 2020/2021

The Director of Resources submitted a report asking Committee to agree the draft Revenue Budget for 2020/21 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 the following budget gaps; £0k in 2020/21, £372k in 2021/22, £410k in 2022/23, after allowing for the use of general fund balances.

She also reminded Members that 2019/20 was the final year of the multi-year grant settlement from the Government. The Government had also announced a delay to the implementation of 75% business rate retention and the fair funding review until April 2021.

On 20 December 2019 the Government announced the provisional financial settlement; for Ribble Valley this would mean:

- A business rates baseline of £1.354,393;
- Our negative revenue support grant will be reset to zero;
- New Homes bonus allocation of £1.758,302;
- Rural services delivery grant of £0.107,921;
- Revocation of the Lancashire 75% Business Rate Pilot but designation of a new Lancashire 50% Business Rate pool.

The Budget Working Group would continue to meet over the coming weeks and would ultimately make recommendations to Special Policy and Finance Committee on 4 February 2020 in order to achieve a balanced budget.

The proposed fees and charges for 2020/21 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 pay increases at 3% and price increases at 2%. The budget for each cost centre with in 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 2020/21.

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 other over the type of expenditure and income (subjective).

The Director of Resources informed Members that the income budget for the Edisford All Weather pitch should be £95,000 as agreed previously by Committee.

Following this adjustment the net expenditure for this Committee is estimated to increase by £172,050 from £3,999,430 to £4,171,480 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 2020/21 and submit this to Special Policy and Finance Committee.

463 RECYCLING REPORT

The Director of Community Services submitted a report updating Members on recycling issues.

Following several new measures including the collection of pots, tubs and trays, staff training and enforcement the collection of comingled materials had increased by 34% from September to the end of October; an increase of 66 tonnes. This increase had meant a 7.6% increase in our recycling rate for household waste sent for recycling or composting. The knock-on effect from this increase in recycling meant 6.9% less waste going to landfill.

At the last Committee Members had been informed of the intention to submit a bid to Lancashire County Council for a District Grand Fund of up to £20,000. Guidance had now been provided for these applications and our bid would be based on proposals around encouraging educational establishments, provision of recycling bins to care homes and sheltered accommodation sites, provision of larger recycling bins to households of more than 4 people, the provision of opportunities for the "lilac sack householders" to recycle, further publicity with regard to waste reduction and recycling and the extension of "bring sites" for additional recycle materials.

Committee were pleased with the percentage increase of recycling and supported the bid to the County Council for the District Grant Fund.

RESOLVED: That Committee approve the contents covered in the proposed District Grant Fund Application.

464 CAR PARK REPORT

The Director of Community Services submitted a report outlining proposals to encourage residents to use New Market Street Car Park and to consider how to charge for parking on electric charging spaces and resolve an issue resolving commercial parking permits.

An occupancy survey of the Clitheroe Car Parks had concluded that although Railway View and Lowergate Car Parks were nearing capacity, New Market Street Car Park was under-utilised. In order to address this it was proposed that the signage was improved and issues around on-street parking at both the entrance to the car park from King Street and the exit to Parson Lane be broached with Lancashire County Council about a possible solution.

Committee had agreed to 10 car spaces at Chester Avenue and 4 car spaces at Railway View being used for electric charging bays. It was proposed during the transitional period to allow drivers to become familiar with the presence of the

new charging points that 2 colours would be used to distinguish the electric bays. One for electric/hybrid cars only and other being a temporary colour allowing normal cars as well as electric/hybrid cars to park.

There was currently an agreement made with Greenacre Honda to have a number of long-stay commercial parking permits which allowed the holder of the vehicle to park without the registration number on the permit.

As parking was now at a premium and the Council was preparing to increase parking for residents and visitors. Committee were asked for their support to end the permanent commercial arrangement.

RESOLVED: That Committee

1. support the proposal to improve signage to the New Market Street car park;
2. approve the proposal to change the parking regulations on New Market Street to encourage increased use of New Market Street car park;
3. approve the proposal to have an interim arrangement whereby a proportion of the bays be signed as being for both electric and non-electric vehicles;
4. approve the proposal to stop issuing commercial parking permits and write to Greenacre explaining that their current permits will not be renewed beyond the current term.
5. Accept the minutes of the meeting of the Car Park Working Group held on 25 November 2019, as circulated to Committee.

465

CLITHEROE FOOD FESTIVAL

The Director of Community Services submitted a report updating Committee on the 2020 event. This would be the tenth year of the Food Festival and would take place on 8 August 2020 based on a similar format to previous editions. The event would be planned and organised by Council officers with help from Council staff, volunteers and external specialist assistance.

The amount of sponsorship attracted by the festival had steadily fallen over the past 4 years and in 2019 the sum was £4k.

Crowd safety continued to be of paramount importance which was difficult to control for a "free to attend" event. Alterations to the layout had helped to mitigate this issue but could not remove the fact that the town has narrow streets and thousands attend the event.

Amendments to Clitheroe Market with the removal of the fixed bullring stands would necessitate changes to the format of the festival in 2020. It was proposed that the area would become the entertainment and demonstration area which would remove the large stage area at the bottom of King Street.

To help ensure we can accommodate as many food/drink stalls as possible, it was proposed that the number of non-food stalls at the festival in 2020 was reduced to a total of no more than 3.

Committee considered the issue of fees and agreed a 2% stall increase appropriate for 2020 with no increase to park and ride.

RESOLVED: That Committee note the report and agree to the number of non-food stalls being limited to no more than 3.

466 RIBBLE VALLEY 3G

The Director of Community Services submitted a report providing an update on the operation of the Ribble Valley 3G which opened in September 2019.

RESOLVED: That the report be noted.

467 GENERAL REPORT

The Director of Community Services submitted a report informing Committee on the Christmas lights grants that had been made and updates surrounding the Refuse and Transport Manager, Kestor Lane play area and Castle grounds winter work.

RESOLVED: That the report be noted.

468 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from Representatives on Outside Bodies.

469 EXCLUSION OF PRESS AND PUBLIC

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

470 CLITHEROE MUSEUM

The Director of Community Services submitted a report providing Committee with an update on the management of Clitheroe Museum.

Council officers had been in correspondence with a number of organisations such as the National Heritage Lottery Fund and the Arts Council as well as specialist museum consultants to establish the various implications of new management arrangements. However the scope of the work involved means that the production of a credible options paper required more time.

In the meantime Lancashire County Council had indicated they are willing to continue the current arrangement for a further year from 1 April, albeit with a reduction in the number of annual exhibitions from 4 to 1 in the Stewards Gallery.

RESOLVED: That Committee note the report and agree to officers negotiating an extension of the current contract with Lancashire County Council for a further year.

The meeting closed at 8.20pm.

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