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Ribble Valley
Borough Council

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Dear Councillor

The next meeting of the **COUNCIL** Committee will be held at **6.30 pm** on **TUESDAY, 10 OCTOBER 2023** in the **Council Chamber, 13 Church Street, Clitheroe, BB7 2DD.**

I do hope you can be there.

Yours sincerely

M. H. Scott
CHIEF EXECUTIVE

AGENDA

1. **PRAYERS**
2. **APOLOGIES FOR ABSENCE**
3. **DECLARATIONS OF DISCLOSABLE PECUNIARY, OTHER REGISTRABLE AND NON REGISTRABLE INTERESTS**
4. **PUBLIC PARTICIPATION SESSION**
5. **TO APPROVE THE MINUTES OF THE PREVIOUS MEETING AND THE SPECIAL MEETING 11 JULY 2023** (Pages 3 - 12)
6. **MAYORAL COMMUNICATIONS**
7. **LEADER'S REPORT**
8. **LEADER'S QUESTION TIME**
9. **COMMITTEE MINUTES** (Pages 13 - 94)

To receive and consider, where appropriate, the minutes of the committees since the last meeting (items marked *** are referred to Council for decision).

COMMITTEES	DATE	PAGE	MINUTE
Council	11 July	3 - 10	167 - 179
Special Council	11 July	11 - 12	180 - 181
Community	22 August	13 - 18	182 - 198
Licensing Sub	24 August	19 - 20	199 - 203
Planning & Development	24 August	21 - 34	204 - 220
Personnel	30 August	35 - 38	221 - 231
Health & Housing	31 August	39 - 44	232 - 252
Licensing	5 September	45 - 48	253 - 264
Policy & Finance	12 September	49 - 62	265 - 300
Parish Councils	14 September	63 - 66	301 - 310

Planning & Development	21 September	67 - 90	311 - 324
Licensing Sub	22 September	91 - 94	325 - 329
Accounts & Audit	27 September	95 - 98	330 - 341
Economic Development ***	28 September	99 - 106	342 - 357

10. **NOTICE OF MOTION IN THE NAME OF COUNCILLOR KARL BARNSLEY** (Pages 107 - 108)

11. **NOTICE OF MOTION IN THE NAME OF COUNCILLOR MALCOLM PELOW** (Pages 109 - 111)

12. **EXCLUSION OF PRESS AND PUBLIC**

NOTES

QUESTIONS (attention is drawn to Standing Orders 9,10 and 12)

- i) A member may ask the Mayor or the Chairman of any committee a question on any matter where the Council has powers or duties or which affects the Borough. A question must either be given to the Chief Executive by noon on the Friday before the meeting or relate to urgent business, in which case agreement of the Mayor to the question being put shall be required and, where possible, a copy of the question will be given to the Chief Executive before 10am on the day of the meeting.
- ii) Any member may ask a question or make a comment on any minute before the Council, provided that he or she does not speak for more than 5 minutes in total on the minutes of a particular committee. The Chairman may decline to answer a question unless written notice of the question has been given to the Chief Executive by noon on the Friday before the meeting.
- iii) Any member may ask questions of the Leader of the Council on matters relating to the general work of the Council which do not fall within the remit of any particular committee. Notice in writing specifying the nature of the question in sufficient detail to enable a reply to be prepared must be given to the Chief Executive by no later than noon on the Friday before the meeting.

Electronic agendas sent to members of Council – Councillor Stuart Hirst, Councillor Anthony (Tony) Austin, Councillor Jan Alcock JP, Councillor Stephen Atkinson, Councillor Susan Bibby, Councillor David Birtwhistle, Councillor Ian Brown, Councillor Stella Brunskill JP, Councillor Louise Edge, Councillor Rosemary (Rosie) Elms, Councillor Steve Farmer, Councillor Stewart Fletcher, Councillor Mark French, Councillor Jonathan Hill, Councillor Mark Hindle, Councillor Simon Hore, Councillor Kevin Horkin MBE, Councillor Richard Newmark, Councillor Donna O'Rourke, Councillor Simon O'Rourke, Councillor Mary Robinson, Councillor James (Jim) Rogerson, Councillor Gary Scott, Councillor Nicholas Stubbs, Councillor Karl Barnsley, Councillor Derek Brocklehurst, Councillor Ryan Corney, Councillor Sophie Cowman, Councillor Rachael Ray, Councillor Lee Jameson, Councillor Robin Walsh, Councillor Charles McFall, Councillor John Atherton, Councillor Aaron Wilkins-Odudu, Councillor Gaye McCrum, Councillor Malcolm Peplow, Councillor Kieren Spencer, Councillor Michael Graveston, Councillor Gaynor Hibbert, Councillor Lee Street and Jean Lawson.

Agenda Item 5

Minutes of Council

Meeting Date: Tuesday, 11 July 2023, starting at 6.30 pm
Present: Councillor M Hindle (Chair)

Councillors:

S Hirst	M Robinson
T Austin	J Rogerson
J Alcock	G Scott
S Atkinson	N Stubbs
S Bibby	K Barnsley
D Birtwhistle	D Brocklehurst
I Brown	R Corney
S Brunskill	S Cowman
L Edge	R Ray
R Elms	L Jameson
S Farmer	R Walsh
S Fletcher	C McFall
M French	J Atherton
J Hill	G McCrum
S Hore	M Peplow
K Horkin	K Spencer
R Newmark	M Graveston
D O'Rourke	G Hibbert
S O'Rourke	L Street

In attendance: Chief Executive, Director of Resources & Deputy Chief Executive and Solicitor

167 PRAYERS

The Mayor's chaplain, Canon Carolyn Woodcock opened the meeting with prayers.

168 APOLOGIES FOR ABSENCE

Apologies for absence from the meeting were received on behalf of Councillor A Wilkins-Odudu.

169 DECLARATIONS OF DISCLOSABLE PECUNIARY, OTHER REGISTRABLE AND NON REGISTRABLE INTERESTS

There were no declarations of disclosable pecuniary, other registrable or non-registrable interests.

170 PUBLIC PARTICIPATION SESSION

There was no public participation.

171 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING ON 25 APRIL 2023 AND THE ANNUAL MEETING ON 23 MAY 2023

The Chief Executive referred to Minute No 6 Page 34 which should have shown Councillor Birtwhistle had abstained. The minutes of the meeting held on 25 April 2023 and the minutes of the Annual meeting held on 23 May 2023 as amended were approved as a correct record and signed by the Chairman.

172 MAYORAL COMMUNICATIONS

The Mayor reported on a wide range of events that he had attended since the last meeting, and introduced the newly appointed Mayor's Attendant to the Council.

173 LEADER'S REPORT

The Leader began by updating the Council in regards to the letter that he had delivered to the Secretary of State Michael Gove on 20 March 2023, which detailed the challenges that the Council faced in delivering a balanced budget over the coming years. He was pleased to report that a response had been received and the Leader asked that Officers work with the Local Government Finance team under the Department for Levelling Up, Housing and Communities (DLUHC) with the aim of delivering a sustainable financial settlement.

The Leader had attended the LGA Conference in Bournemouth along with the Chief Executive, the Leader of the Opposition and the Leader of the Labour Group, and reported that the event had been beneficial. He expressed his support of Lancashire's Devolution bid which did not involve local government reorganisation. Lancashire's 15 local authorities were working to prepare a devolution deal. He explained there was the possibility of creating a combined County Authority model comprising Lancashire County Council, Blackburn with Darwen Borough Council, and Blackpool Council. Districts would not have a vote but were working on an arrangement to be involved in an advisory capacity.

The Leader was pleased to report that in addition to the £1.97 million the Ribble Valley would receive through the UK Shared Prosperity Fund, a further £433,680 would be received from the Rural England Prosperity Fund.

The Leader noted that the Council were distributing the Household Support Fund allocation of £240,000 from LCC Household Support Fund, and the assistance eligible recipients would receive.

The Leader welcomed the new Director of Community Services and noted the challenges that the Community Committee will be facing over the coming months.

The Leader noted that with only 10 staff vacancies, the Council's capacity had increased, which would be needed to deliver capital projects going forward.

Confirmation was awaited from the Secretary of State as to whether the HARP application would be called in. The Leader expressed his concern that in the meantime Council Officers were under criticism by members of the Community, and should be supported, noting that decisions are made by Councillors not Officers.

The Leader reported that he and a number of Councillors had attended the Ribble Valley Climate Action Network (RVCAN), and the launch of the Greatest Days Selfie Trail and screening of the Greatest Days film.

Finally, the Leader thanked Councillors D O'Rourke, and K Spencer for providing first aid in a recent tragic event.

174

LEADER'S QUESTION TIME

The Leader of the Opposition, Councillor Stewart Fletcher asked the Leader what the Conservatives three priorities were for the Council in the coming term?

The Leader thanked Councillor Fletcher for his question and remarked that the priorities over the next civic year were;

- Sound Finance
- To keep the Ribble Valley independent
- To deliver significant investments in the Borough through the UK Shared Prosperity fund

In a supplementary question, Councillor Fletcher noted that although it was difficult to narrow down to three priorities, he was surprised that Climate Change was not addressed and that the Council had not declared a Climate emergency. He asked, if we were to achieve the objective to reach net zero by 2030 should we not declare this? The Leader responded noting that he thought it important that this be considered by the Climate Change Working Group and brought back to Economic Development Committee. The Leader noted that he felt it important as a Council to deliver what we say we can deliver, and that he was aware that the first Council to declare a Climate emergency was a long way off achieving their objectives by 2030.

Next, Councillor Fletcher stated that they welcomed the Council's decision in extending the household support fund until March 2024, and asked, could the Leader update us on the progress of the dispersal of these funds?

The Leader reported that the Council went live with applications on Monday 3rd July and to date 33 applications had been received. The Council were to write directly to care leavers, unpaid carers and people who had received disability facilities grants to invite them to apply for a voucher. The Director of Economic Development and Planning had met with Childrens Social Care and had requested details of care leavers in the Borough to ensure they were all contacted. The Council were currently advertising for a Debt Advisor position to provide assistance to all applicants and residents within the Borough.

In a supplementary question, Councillor noted that the link to the Food Voucher Scheme form was difficult to find and asked how this could be streamlined and promoted. The Leader responded that he would pick this up with Officers.

Finally, Councillor Fletcher stated that colleagues in the Labour Party had highlighted the work of The Living Wage Foundation who encouraged employers to play their part in tackling in-work poverty and provided a decent standard of living by paying the real Living Wage, which was currently set at £10.90. He asked, could the leader confirm that all council employees were earning this figure or above?

The Leader replied that the lowest paid Council employees in substantive posts were paid £10.60 per hour. The current years pay offer to the Unions if accepted would increase this by 9.4% to £11.60 per hour backdated to 1st April 2023. The Council also had 2 modern apprentices on temporary training contracts who were paid the National Living Wage for their age. The Living Wage Foundation recognised that

apprentices were not required to be paid the Real Living Wage as much of their wage was often training.

In a supplementary question, Councillor Fletcher asked if the Leader was able to confirm if the same applied to Contractors that conducted work for the Council and those in the supply chain. The Leader responded that he would need to refer to the Council's procurement policy in order to confirm.

175

CHANGES TO COMMITTEE ARRANGEMENTS 2023/24

The Chief Executive submitted a report for Council to consider changes to the Committee Arrangements for 2023/24.

The Council had approved membership of its Committees at the Annual Meeting on 23 May 2023 and it was necessary to make a number of changes to the membership.

The proposed changes were listed in the report along with the full proposed revised Committee Membership for 2023/24.

RESOLVED:

That the Council approve the changes to the membership of Committees with the Committee Membership now as follows:

MEMBERSHIP ON COMMITTEES 2023/24 COMMUNITY SERVICES (15)

CONSERVATIVE	LIBERAL DEMOCRAT	LABOUR	INDEPENDENT GROUP	GREEN	INDEPENDENT
Jan Alcock	Stewart Fletcher	Karl Barnsley	John Atherton	Malcolm Peplow	
Stephen Atkinson	Mary Robinson	Lee Jameson	Lee Street		
Stella Brunskill	Simon O'Rourke				
Sophie Cowman					
Rosie Elms					
Ricky Newmark					
Gary Scott					

PLANNING AND DEVELOPMENT (15)

CONSERVATIVE	LIBERAL DEMOCRAT	LABOUR	INDEPENDENT GROUP	GREEN	INDEPENDENT
Tony Austin	Mark French	Lee Jameson	Jim Rogerson		Ian Brown
Sue Bibby	Simon O'Rourke	Kieren Spencer			
Derek Brocklehurst	Stewart Fletcher	Nick Stubbs			
Stella Brunskill					
Louise Edge					
Simon Hore					
Kevin Horkin					

HEALTH AND HOUSING (15)

CONSERVATIVE	LIBERAL DEMOCRAT	LABOUR	INDEPENDENT GROUP	GREEN	INDEPENDENT
Jan Alcock	Donna O'Rourke	Rachael Ray	John Atherton		Ian Brown
Stephen Atkinson	Mary Robinson	Aaron Wilkins-Odudu			
Tony Austin	Gaynor Hibbert	Nick Stubbs			
Rosie Elms					
Steve Farmer					
Stuart Hirst					
Charles McFall					

PERSONNEL (9)

CONSERVATIVE	LIBERAL DEMOCRAT	LABOUR	INDEPENDENT GROUP	GREEN	INDEPENDENT
Sue Bibby	Donna O'Rourke	Karl Barnsley	David Birtwhistle		
Rosie Elms	Ryan Corney	Lee Jameson			
Steve Farmer					
Simon Hore					

LICENSING (15)

CONSERVATIVE	LIBERAL DEMOCRAT	LABOUR	INDEPENDENT GROUP	GREEN	INDEPENDENT
Derek Brocklehurst	Simon O'Rourke	Kieren Spencer	Jim Rogerson	Malcolm Peplow	Ian Brown
Stella Brunskill	Donna O'Rourke	Michael Graveston	Lee Street		
Steve Farmer	Gaynor Hibbert				
Ricky Newmark					
Gary Scott					
Robin Walsh					

POLICY AND FINANCE (15)

CONSERVATIVE	LIBERAL DEMOCRAT	LABOUR	INDEPENDENT GROUP	GREEN	INDEPENDENT
Stephen Atkinson	Mark French	Aaron Wilkins-Odudu	David Birtwhistle	Gaye McCrum	
Sue Bibby	Stewart Fletcher	Lee Jameson	Jim Rogerson		
Louise Edge	Jonathan Hill				
Stuart Hirst					
Simon Hore					
Kevin Horkin					
Ricky Newmark					

ACCOUNTS AND AUDIT (11)

CONSERVATIVE	LIBERAL DEMOCRAT	LABOUR	INDEPENDENT GROUP	GREEN	INDEPENDENT
Tony Austin	Stewart Fletcher	Karl Barnsley	Lee Street	Gaye McCrum	
Stuart Hirst	Jonathan Hill	Michael Graveston			
Charles McFall					
Ricky Newmark					
Robin Walsh					

ECONOMIC DEVELOPMENT (15)

CONSERVATIVE	LIBERAL DEMOCRAT	LABOUR	INDEPENDENT GROUP	GREEN	INDEPENDENT
Jan Alcock	Stewart Fletcher	Rachael Ray	David Birtwhistle	Gaye McCrum	
Stephen Atkinson	Jonathan Hill	Michael Graveston			
Sophie Cowman	Ryan Corney	Aaron Wilkins-Odudu			
Louise Edge					
Rosie Elms					
Stuart Hirst					
Robin Walsh					

PARISH COUNCIL LIAISON (13)

CONSERVATIVE	LIBERAL DEMOCRAT	LABOUR	INDEPENDENT GROUP	GREEN	INDEPENDENT
Derek Brocklehurst	Mary Robinson	Karl Barnsley	David Birtwhistle	Malcolm Peplow	
Sophie Cowman	Simon O'Rourke	Nick Stubbs			
Kevin Horkin	Gaynor Hibbert				
Charles McFall					
Gary Scott					
Robin Walsh					

EMERGENCY (4)

CONSERVATIVE	LIBERAL DEMOCRAT	LABOUR	INDEPENDENT GROUP	GREEN	INDEPENDENT
Stephen Atkinson	Stewart Fletcher	Lee Jameson			
Simon Hore					

MEMBERS ALLOWANCE SCHEME

The Director of Resources and Deputy Chief Executive submitted a report for Council to consider the report of the Independent Remuneration Panel on Members' Allowances following the review of the current scheme and recommendations made by Policy and Finance Committee at their meeting on 20 June 2023.

The Council was required to agree and publicise its members' allowance scheme each year and undertake an independent review at least every 4 years.

The independent panel had conducted interviews with seven Councillors, and reviewed details of members allowances schemes from 11 other Lancashire District Councils. The full report of the panel was included with the report which set out their findings and full recommendations. The panel had concluded that overall the existing Members' Allowance Scheme was a fair reflection of Councillor duties and responsibilities however, proposed that the Special Responsibility Allowances (SRA) be amended to include an allowance for the leader of each political group where the group had a minimum of 5 members or more. The Council's budget for 2023/24 was £262,350 and the proposed recommendations would result in an additional SRA of £6,180 to group leaders.

Policy and Finance Committee at their meeting on 20 June 2023 had accepted all the recommendations of the panel. Once the Council had approved the Scheme it would make arrangements for its publication as set out in the report.

RESOLVED:

That Council agree the Members' Allowance Scheme, recommended by the Independent Panel and Policy and Finance Committee, with the new scheme to take effect from the date on the Annual meeting - 23 May 2023.

COMMITTEE MINUTES

1. Council – 25 April 2023
2. Licensing Sub Committee – 28 April 2023
3. Annual Council – 23 May 2023
4. Community Committee – 30 May 2023
5. Planning and Development Committee – 1 June 2023
6. Personnel Committee – 7 June 2023
7. Health and Housing Committee – 8 June 2023
8. Licensing Committee – 13 June 2023
9. Economic Development Committee – 15 June 2023
10. Policy and Finance Committee – 20 June 2023
11. Parish Councils Liaison – 22 June 2023
12. Accounts and Audit Committee – 28 June 2023

13. Planning and Development Committee – 29 June 2023

14. Licensing Sub Committee – 30 June 2023

15. Licensing Sub Committee – 30 June 2023

RESOLVED:

That the minutes of the above committees be received with the exception of Minute number 106, which has been covered in agenda item 10.

178

NOTICE OF MOTION

The Notice of Motion was withdrawn in advance of the meeting.

179

EXCLUSION OF PRESS AND PUBLIC

There were no items under this heading.

The meeting closed at 7.21 pm

If you have any queries on these minutes please contact the committee clerk, Rebecca Tait rebecca.tait@ribblevalley.gov.uk.

Minutes of Council

Meeting Date: Tuesday, 11 July 2023, starting at 7.30 pm
Present: Councillor M Hindle (Chair)

Councillors:

S Hirst	M Robinson
T Austin	J Rogerson
J Alcock	G Scott
S Atkinson	N Stubbs
S Bibby	K Barnsley
D Birtwhistle	D Brocklehurst
I Brown	R Corney
S Brunskill	S Cowman
L Edge	R Ray
R Elms	L Jameson
S Farmer	R Walsh
S Fletcher	C McFall
M French	J Atherton
J Hill	G McCrum
S Hore	M Peplow
K Horkin	K Spencer
R Newmark	M Graveston
D O'Rourke	G Hibbert
S O'Rourke	L Street

In attendance: Chief Executive, Director of Resources & Deputy Chief Executive and Solicitor

180 APOLOGIES FOR ABSENCE

Apologies for the meeting were received from Councillor A Wilkins-Odudu.

181 APPOINTMENT OF HONORARY ALDERMEN

The Mayor informed Members that the Special Council meeting had been called to confer the title of Honorary Alderman on two past Members of the Council – Richard Sherras and Robert Thompson. He noted it was his privilege to confer these titles.

Councillor Simon Hore, Deputy Leader of the Council, moved a resolution to confer upon Richard Sherras the title of Honorary Alderman and referred to his 24 years' service on the Council. He noted his highlights as a Chairman for Planning and Development Committee, Deputy Leader, Armed Forces Champion, and his work for the Rural Services Network. He also referred to his experience as a parachutist in the 16th Independent Parachute Brigade, and the charities for which he had raised money during his Mayoral year of 2013. Councillor Lee Jameson, the Leader of the Labour Group, seconded the resolution.

RESOLVED:

The Council confer the title of Honorary Alderman upon Richard Sherras and a framed illuminated scroll be presented to him.

Councillor Stuart Hirst moved a resolution that the title of Honorary Alderman be conferred upon Robert Thompson and referred to his 24 years' service on the Council. He personally thanked Robert for his support in planning the Jubilee Trail in 2022. Councillor Hirst noted his highlights as Chair of Community Committee for 16 years, which included the introduction of the three stream waste collection for the Borough, and the opening of the Castle Museum. He also referred to his calm and effective leadership, and his valued and effective record, wishing him well following his relocation. Councillor Stewart Fletcher, the Leader of the Opposition, seconded the nomination.

RESOLVED:

The Council confer the title of Honorary Alderman upon Robert Thompson and a framed illuminated scroll be presented to him.

The meeting closed at 7.45 pm

If you have any queries on these minutes please contact the committee clerk, Rebecca Tait rebecca.tait@ribblevalley.gov.uk.

Minutes of Community Services

Meeting Date: Tuesday, 22 August 2023, starting at 6.30 pm
Present: Councillor R Newmark (Chair)

Councillors:

J Alcock	G Scott
S Brunskill	L Jameson
R Elms	K Barnsley
S Cowman	J Atherton
S Fletcher	L Street
S O'Rourke	M Peplow

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

Also in attendance: Councillors S Hore, M French and N Stubbs

182 APOLOGIES FOR ABSENCE

Apologies for the meeting were received from Councillor S Atkinson

183 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 30 May 2023 were approved as a correct record and signed by the Chairman.

184 DECLARATIONS OF DISCLOSABLE PECUNIARY, OTHER REGISTRABLE AND NON-REGISTRABLE INTERESTS

Councillor R Newmark declared an interest in Agenda Item 17 – Lease Agreement for Sabden Football Club.

185 PUBLIC PARTICIPATION

There was no public participation.

186 COMMEMORATIVE PLAQUE FOR CLITHEROE CASTLE

The Director of Community Services submitted a report asking Committee to consider a request from Mid Pennine Arts for a Plaque in the grounds of the Castle as part of their plan to extend the Radical Trail.

The Head of Cultural and Leisure Services outlined the background to the project and advised of the further developments that were being made to the Trail.

Members were advised that, prior to the plaque being installed, Mid Pennine Arts would need to obtain Listed Building Consent and complete an appropriate licence agreement. They would take responsibility for the installation and any future maintenance but the Council would have the right to remove the plaque if deemed appropriate.

Councillor M French was given permission to speak and outlined on behalf of Clitheroe Town Council that they would be fully supportive of the request. He noted that it was important to recognise the achievements that people like David Shackleton have made, otherwise they would be lost in history.

Questions were raised as to this potentially setting a precedent for requests in the future, but it was noted that Committee would look at any such requests on a case by case basis and they would be judged on their individual merits, which would need to have significant relevance.

RESOLVED THAT COMMITTEE:

Approved the request from Mid Pennine Arts to install the Plaque as outlined in the report.

187

NAMING OF MARDALE PLAYING FIELDS

The Director of Community Services submitted a report asking Committee to consider naming the Mardale Playing Pitches as 'The Brian Holden Memorial Playing Field'.

The Head of Cultural and Leisure Services outlined that the pitches had been recently improved using section 106 monies and the UK Shared Prosperity Fund (UKSPF).

Councillor Brian Holden, who sadly passed away earlier in the year, had been a driving force behind the improvements.

It was reiterated that it was not the norm to rename existing land/facilities after people, however it was felt that an exception should be made due to Councillor Holden's significant contribution. His wife had also been consulted and she felt that it would be a fitting tribute to him.

There was some discussion as to the design of the plaque and where it should be fitted. Some concerns were also raised as to the need for the plaque to recognise the contribution of the UKSPF but it was accepted that this was part of the funding terms.

RESOLVED THAT COMMITTEE:

Approved the renaming of the Mardale Playing Pitches as "The Brian Holden Memorial Playing Field".

188

COMMUNITY GRANTS - REVISED TERMS AND CONDITIONS

The Director of Community Services submitted a report asking Committee to amend the grant criteria for the Council's Culture and Recreation Grants.

It was noted that the criteria had been amended periodically to ensure it's relevance and to ensure it was clear to those applying. The Head of Cultural and Leisure Services gave an overview as to the changes that were being sought and answered questions posed by Members.

RESOLVED THAT COMMITTEE:

1. Approved the proposed amendments for the grant criteria.
2. Approved the insertion of an additional question to the Recreation & Culture Grant application form, namely 'How will the project support environmental sustainability?'

189 REVENUE OUTTURN 2022/23

The Director of Resources & Deputy Chief Executive submitted a report on the outturn for the financial year 2022/23 in respect of the Revenue Budget for this Committee.

There had been a considerable number of variations in both income and expenditure during the year that had given rise to an overall underspending of -£146,279 on the net cost of services. After transfers to and from earmarked reserves there was an overall underspend of -£17,582. Details by cost centre were outlined in the report for information.

190 REVENUE MONITORING 2023/24

The Director of Resources & Deputy Chief Executive submitted a report outlining the position for the period April to June 2023 of this year's revenue budget for this Committee.

The comparison between actual and budgeted expenditure showed an underspend of £48,964 for the first three months of the financial year 2023/24. After allowing for transfers to/from earmarked reserves the underspend was £66,355. Details of the variances were included in the report for information.

191 CAPITAL MONITORING 2023/24

The Director of Resources & Deputy Chief Executive submitted a report outlining the progress on this Committee's 2023/24 capital programme for the period to the end of June 2023.

At the end of June 2023, £298,881 had been spent or committed. This was 20.6% of the full year approved capital programme budget for this Committee of £1,451,910. Of the 21 schemes in the capital programme, 3 schemes were completed, 15 schemes were currently expected to be fully or substantially completed in year and 3 schemes are unlikely to be completed within the financial year.

192 CHANGE TO WORKING GROUP

The Chief Executive submitted a report informing Committee that the Liberal Democrat representative on the Grants Working Group had changed from Councillor S Fletcher to Councillor M Robinson.

193 MINUTES OF WORKING GROUPS

There were no minutes from working groups.

194 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from representatives on outside bodies.

195 GENERAL REPORT OF THE DIRECTOR OF COMMUNITY SERVICES

The Director of Community Services submitted a report updating Committee on a variety of developments in sports, arts and community development and the performance of the Platform Gallery.

Discussions focused on solar panels being fitted on the Council buildings and the timescales involved, and electric vehicle charging points. Of particular concern to Members was the ability to install charging points in the more rural areas of the Ribble Valley, particularly where it would require upgrades to the electrical supplies and where there was limited internet access. It was noted that the lack of internet also impacted on car parks in areas such as Slaidburn and Dunsop Bridge where people are unable to pay via their phones.

The Director of Community Services advised that the Council are taking a staged approach, looking to use Rural England Prosperity Fund for those sites that have both an electricity and internet connection. Options for other sites would continue to be investigated as would Edisford and Longridge which were not eligible for the Rural England Prosperity Fund. The Director agreed that a report would be presented to Committee in January 2024 providing further details.

196 EXCLUSION OF PRESS AND PUBLIC

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

197 HIRE OF 3G PITCH AND EDUCATION ROOM FOR BTEC COURSE

The Director of Community Services submitted a report asking Committee to allow a variation to the Council's current hire policy for the 3G pitch and Education Room at the Edisford site, in order to attract greater use of the facility when not currently in use and to provide a local BTEC course in sport for young people.

RESOLVED THAT COMMITTEE:

Agreed to hire the 3G pitch at the lower community rate to Pro Sport Coaching Limited for 1 year and to allow a 3 year hire agreement for the 3G pitch and Education Room.

The Chairman, Councillor Newmark left the room and Vice Chairman, Councillor Alcock proceeded as Chair in respect of the next agenda item.

LEASE AGREEMENT FOR SABDEN FOOTBALL CLUB

The Director of Community Services submitted a report seeking permission from Committee to renew the current lease between the Council and Sabden Football Club.

The Head of Cultural and Leisure Services outlined the proposals of the lease to the Committee.

RESOLVED THAT COMMITTEE:

Approved the renewal of the lease as set out in the report.

The meeting was closed by Councillor Alcock at 7.44 pm

If you have any queries on these minutes please contact the Committee Clerk on 01200 414408 rebecca.tait@ribblevalley.gov.uk.

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Minutes of Sub-Committee of the Licensing Committee

Meeting Date: Thursday, 24 August 2023, starting at 2.00 pm
Present: Councillor I Brown (Chair)

Councillors:

S Brunskill

R Newmark

In attendance: Solicitor, Taxi Enforcement Officer and Licensing Officer

Also in attendance: Applicant and his Solicitor

199

WELCOME

200

APOLOGIES AND RE-CONSTITUTION OF THE COMMITTEE MEMBERSHIP

There were no apologies for absence.

201

DECLARATIONS OF DISCLOSABLE PECUNIARY, OTHER REGISTRABLE AND NON REGISTRABLE INTERESTS

There were no declarations of disclosable pecuniary, other registrable and non-registrable interests.

202

EXCLUSION OF PRESS AND PUBLIC

That by virtue of the next item of business being exempt information under paragraph 1 of part 1 of Schedule 12A of the Local Government Act 1972 that press and public be now excluded from the meeting.

203

LICENSING HEARING - TAXI

The Sub-Committee received a report from the Head of Legal and Democratic Services requesting that they determine whether a private hire driver remained a fit and proper person to hold a private hire driver's licence.

The driver attended the hearing along with a legal representative. Both the driver and the representative made verbal submissions to the Committee. They then responded to questions from the Sub-Committee.

The Sub-committee, having taken account of all the submissions, written and verbal, the provisions of the Local Government (Miscellaneous Provisions) Act 1976, the Council's Statement of Policy and Guidelines on Relevant Convictions ("the Policy"), the Council's Infringement Scheme ("the Scheme"), the Council's Policy for Licensing of Hackney Carriage Drivers and Vehicles, Private Hire Operators, Drivers and Vehicles and the references supplied, determined in the particular circumstances that the driver remained a fit and proper person to hold a private hire driver's licence, and that 12 infringement points should be imposed on that licence.

It was further determined that the driver should be warned as to the possible consequences of any further contravention, as well as recommending that the driver study the applicable conditions, policies and schemes of the Council.

The meeting closed at 3.33 pm

If you have any queries on these minutes please contact the committee clerk, Jenny Martin jenny.martin@ribblevalley.gov.uk

Minutes of Planning and Development

Meeting Date: Thursday, 24 August 2023, starting at 6.30 pm
Present: Councillor S Bibby (Chair)

Councillors:

T Austin	M French
D Brocklehurst	S Hore
I Brown	K Horkin
S Brunskill	K Spencer
L Edge	N Stubbs
S Fletcher	L Jameson

In attendance: Director of Economic Development and Planning, Head of Development management and Building Control and Solicitor

204 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors S O'Rourke and J Rogerson.

205 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 29th June 2023 were approved as a correct record and signed by the Chairman.

206 DECLARATIONS OF DISCLOSABLE PECUNIARY, OTHER REGISTRABLE AND NON REGISTRABLE INTERESTS

There were no declarations of disclosable pecuniary, other registrable or non-registrable interests.

207 PUBLIC PARTICIPATION

There was no public participation.

208 PLANNING APPLICATIONS UNDER THE TOWN AND COUNTRY PLANNING ACT 1990

209 3/2023/0153 - OLD ROW WHALLEY ROAD BARROW BB7 9AZ (ALONG WITH LATE ITEM)

Mr Alistair Wood spoke in support of the application.

Councillor Birtwhistle was given permission to speak in respect of the application.

RESOLVED THAT COMMITTEE:

Grant planning permission subject to the following conditions:

1. The development must be begun before the expiration of three years beginning with the date of this permission.

Reason: This condition is 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 hereby permitted shall be carried out in full conformity with the following submitted plans and details received by the Local Planning Authority:

Location Plan BB7 9AZ-A-01
Site Plan BB7 9AZ-A-03 D
Proposed Ground Floor Plan BB7 9AZ-A-04.1
Proposed First Floor Plan BB7 9AZ-A-04.2
Proposed Roof Plan BB7 9AZ-A-06
Proposed West And East Elevations BB7 9AZ-A-05.1
Proposed North and South Elevations BB7 9AZ-A-05.2
Proposed West and East Courtyard Elevations BB7 9AZ-A-05.3
Proposed Dwelling Elevations 1 BB7 9AZ-A-05.4 A
Proposed Dwelling Elevations 1 BB7 9AZ-A-05.5 A
Site Sections BN23 6DW-A-07
Streetscene BB7 9AZ-A-11
Acoustic Fence Detail BB7 9AZ-A-12

Details of Solar PV - JAM60S21 355-375/MR MC4
Details of Solar PV - Easy Roof Data Sheet
Details of Battery Housing - PV01
Details of Bin Store SDL-033A
Details of Cycle Shelter - CYSH-PREM-2250 X 3000 X 2100
Details of EVCP - Quantum EV TOKEN MECH - PAYG Data Sheet -04
Details of Electric Meter House SDL-090.4A

Reason: For the avoidance of doubt and so the Local Planning Authority can be satisfied with the detail.

3. Notwithstanding the provisions of the Town and Country Planning (Use Classes) Order 1987 (as amended or re-enacted) and the Town and Country Planning (General Permitted Development)(England) Order 2015 (as amended or re-enacted) the care home development hereby approved shall only be used for the purposes of a Residential Care Home (C2) and for no other purpose, including any other purpose within Use Class C2.

Reason: To define the scope of the permission hereby approved and to ensure that the development remains compatible with the character of the area.

4. The approved boundary treatments shall be completed before the use hereby permitted is first commenced, or before the dwellings are first occupied. The approved details shall thereafter be maintained and retained.

Notwithstanding the provisions of Schedule 2 Part 2 of the Town and Country Planning (General Permitted Development)(England) Order 2015 (as amended or re-enacted) there shall be no amendments to the approved boundary treatments, or no new fences, walls, railings or other means of enclosure erected within the site, without express planning permission being obtained.

Reason: In the interests of the appearance of the locality and the residential amenity of occupants / neighbours.

5. No development shall commence in any phase (phase 1 being the care home development with associated parking, access, landscaping and ground works, phase 2 being development of the three dwellings), save for demolition works, until a detailed, final surface water sustainable drainage strategy for that phase has been submitted to, and approved in writing by, the Local Planning Authority.

The detailed surface water sustainable drainage strategy shall be based upon the site specific flood risk assessment and indicative surface water sustainable drainage strategy submitted (January 2023 / Drawing No: 10-01 / RSK) and sustainable drainage principles and requirements set out in the National Planning Policy Framework, Planning Practice Guidance and Defra Technical Standards for Sustainable Drainage Systems. No surface water shall be allowed to discharge to the public foul sewer(s), directly or indirectly, and shall be limited to a maximum peak flow rate of 2l/s.

The details of the drainage strategy to be submitted for approval shall include, as a minimum;

- a) Sustainable drainage calculations for peak flow control and volume control for the:
- i. 100% (1 in 1-year) annual exceedance probability event;
 - ii. 3.3% (1 in 30-year) annual exceedance probability event + 40% climate change allowance, with an allowance for urban creep;
 - iii. 1% (1 in 100-year) annual exceedance probability event + 50% climate change allowance, with an allowance for urban creep

Calculations must be provided for the whole phase, including all existing and proposed surface water drainage systems.

- b) Final sustainable drainage plans appropriately labelled to include, as a minimum:
- i. Site plan showing all permeable and impermeable areas that contribute to the drainage network either directly or indirectly, including surface water flows from outside the curtilage as necessary;
 - ii. Sustainable drainage system layout showing all pipe and structure references, dimensions and design levels; to include all existing and proposed surface water drainage systems up to and including the final outfall;
 - iii. Details of all sustainable drainage components, including landscape drawings showing topography and slope gradient as appropriate;
 - iv. Drainage plan showing flood water exceedance routes in accordance with Defra Technical Standards for Sustainable Drainage Systems;
 - v. Finished Floor Levels (FFL) in AOD with adjacent ground levels for all sides of each building and connecting cover levels to confirm minimum 150 mm+ difference for FFL;
 - vi. Details of proposals to collect and mitigate surface water runoff from the development boundary;
 - vii. Measures taken to manage the quality of the surface water runoff to prevent pollution, protect groundwater and surface waters, and delivers suitably clean water to sustainable drainage components;

c) Evidence of an assessment of the site conditions to include site investigation and test results to confirm infiltrations rates and groundwater levels in accordance with BRE 365.

d) Evidence that a free-flowing outfall can be achieved. If this is not possible, evidence of a surcharged outfall applied to the sustainable drainage calculations will be required.

e) Evidence of an agreement in principle with the third party asset owner to connect to the off-site combined sewer.

The approved drainage strategy shall be implemented prior to occupation of the development of that phase and/or in accordance with the timing / phasing arrangements embodied within the scheme, and shall be retained thereafter for the lifetime of the development.

Reason: To ensure satisfactory sustainable drainage facilities are provided to serve the site in accordance with the Paragraphs 167 and 169 of the National Planning Policy Framework, Planning Practice Guidance and Defra Technical Standards for Sustainable Drainage Systems, Policy EN3 and Policy DME6 of the adopted Core Strategy 2008 - 2028, Ribble Valley Local Plan.

6. No development shall commence in any phase (phase 1 being the care home development with associated parking, access, landscaping and ground works, phase 2 being development of the three dwellings), save for demolition works, until a Construction Surface Water Management Plan for that phase, detailing how surface water and stormwater will be managed on the site during construction, including demolition and site clearance operations, has been submitted to and approved in writing by the Local Planning Authority.

The details of the plan to be submitted for approval shall include, as a minimum:

a) Measures taken to ensure surface water flows are retained on-site during the construction phase(s), including temporary drainage systems, and, if surface water flows are to be discharged, they are done so at a restricted rate that must not exceed the equivalent greenfield runoff rate from the site.

b) Measures taken to prevent siltation and pollutants from the site into any receiving groundwater and/or surface waters, including watercourses, with reference to published guidance.

The plan shall be implemented and thereafter managed and maintained in accordance with the approved plan for the duration of construction.

Reason: To ensure the development is served by satisfactory arrangements for the disposal of surface water during each construction phase(s) so it does not pose an undue surface water flood risk on-site or elsewhere during any construction phase in accordance with Paragraph 167 of the National Planning Policy Framework.

7. The occupation of the development shall not be permitted until a site-specific Operation and Maintenance Manual for the lifetime of the development, pertaining to the surface water drainage system and prepared by a suitably competent person, has been submitted to and approved in writing by the Local Planning Authority.

The details of the manual to be submitted for approval shall include, as a minimum:

a) A timetable for its implementation;

b) Details of SuDS components and connecting drainage structures, including watercourses and their ownership, and maintenance, operational and access requirement for each component;

c) Pro-forma to allow the recording of each inspection and maintenance activity, as well as allowing any faults to be recorded and actions taken to rectify issues;

- d) The arrangements for adoption by any public body or statutory undertaker, or any other arrangements to secure the operation of the sustainable drainage scheme in perpetuity;
- e) Details of financial management including arrangements for the replacement of major components at the end of the manufacturer's recommended design life;
- f) Details of whom to contact if pollution is seen in the system or if it is not working correctly; and
- g) Means of access for maintenance and easements.

Thereafter the drainage system shall be retained, managed, and maintained in accordance with the approved details.

Reason: To ensure that surface water flood risks from development to the future users of the land and neighbouring land are minimised, together with those risks to controlled waters, property, and ecological systems, and to ensure that the sustainable drainage system is subsequently maintained pursuant to the requirements of Paragraph 169 of the National Planning Policy Framework.

8. The occupation of the development shall not be permitted until a site-specific verification report, pertaining to the surface water sustainable drainage system, and prepared by a suitably competent person, has been submitted to and approved in writing by the Local Planning Authority.

The verification report must, as a minimum, demonstrate that the surface water sustainable drainage system has been constructed in accordance with the approved drawing(s) (or detail any minor variations) and is fit for purpose. The report shall contain information and evidence, including photographs, of details and locations (including national grid references) of critical drainage infrastructure (including inlets, outlets, and control structures) and full as-built drawings. The scheme shall thereafter be maintained in perpetuity.

Reason: To ensure that surface water flood risks from development to the future users of the land and neighbouring land are minimised, together with those risks to controlled waters, property, and ecological systems, and to ensure that the development as constructed is compliant with the requirements of Paragraphs 167 and 169 of the National Planning Policy Framework.

9. The development shall proceed in accordance with the findings of the Geo-Environmental report prepared by Calabrian dated October 2022 (Report ref 7208/1), in particular the recommendations on "Contamination & remediation" at Section 13.6 of that report.

Reason: In order to protect the health of the occupants of the new development.

10. No development shall take place, including any works of demolition or site clearance, until a Construction Management Plan (CMP) or Construction Method Statement (CMS) has been submitted to, and approved in writing by the local planning authority. The approved plan / statement shall provide:

- a. 24 Hour emergency contact number;
- b. Details of the parking of vehicles of site operatives and visitors;

- c. Details of loading and unloading of plant and materials;
- d. Arrangements for turning of vehicles within the site;
- e. Swept path analysis showing access for the largest vehicles regularly accessing the site and measures to ensure adequate space is available and maintained, including any necessary temporary traffic management measures;
- f. Measures to protect vulnerable road users (pedestrians and cyclists);
- g. The erection and maintenance of security hoarding including decorative displays and facilities for public viewing, where appropriate;
- h. Wheel washing facilities;
- i. Measures to deal with dirt, debris, mud or loose material deposited on the highway as a result of construction;
- j. Measures to control the emission of dust and dirt during construction;
- k. Details of a scheme for recycling/disposing of waste resulting from demolition and construction works;
- l. Construction vehicle routing;
- m. Delivery, demolition and construction working hours.

The approved Construction Management Plan or Construction Method Statement shall be adhered to throughout the construction period for the development.

REASON: In the interests of the safe operation of the adopted highway during the demolition and construction phases.

Note: Construction Management Plan.

- There must be no reversing into or from the live highway at any time – all vehicles entering the site must do so in a forward gear, and turn around in the site before exiting in a forward gear onto the operational public highway.
- There must be no storage of materials in the public highway at any time.
- There must be no standing or waiting of machinery or vehicles in the public highway at any time.
- Vehicles must only access the site using a designated vehicular access point.
- There must be no machinery operating over the highway at any time, this includes reference to loading/unloading operations – all of which must be managed within the confines of the site.
- A licence to erect hoardings adjacent to the highway (should they be proposed) may be required. If necessary this can be obtained via the County Council (as the Highway Authority) by contacting the Council by telephoning 01772 533433 or e-mailing lhsstreetworks@lancashire.gov.uk<<mailto:lhsstreetworks@lancashire.gov.uk>>
- All references to public highway include footway, carriageway and verge.

11. Within six months of the granting of planning permission details of the access arrangements for the site shall have been submitted to and approved in writing by the Local Planning Authority. The approved access arrangements shall be implemented prior to first use of the care home development or occupation of any dwelling hereby permitted, whichever is the sooner.

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 the works are completed in a timely manner in the interests of general highway safety.

12. Prior to first occupation of any dwelling / first use of the care home development hereby approved, whichever is the sooner, the off-site works of highway mitigation, namely:

- Kerb build out adjacent to number 1 Cockerill Terrace and dropped crossing provided directly across the adopted carriageway;
- Traffic calming measures in the form of an enhanced gateway treatment on Whalley Road at the 30/40mph speed limit change to the north of the site and school, including a carriageway width restriction, enhanced signage and road markings; and
- A review of the traffic regulation orders in the vicinity of the site access on Whalley Road.

shall be carried out, unless an alternative timetable for implementation is submitted to and approved in writing by the Local Planning Authority, in which case the off-site highway works shall be carried out in accordance with any alternative approved timetable for implementation.

Reason: In order to ensure the timely delivery of the necessary off-site highway works in the interests of highway safety and to encourage sustainable travel.

13. Prior to first use of the care home development hereby approved, a Travel Plan comprising immediate, continuing and long-term measures to promote and encourage alternatives to single-occupancy car use shall be submitted to and approved in writing by the Local Planning Authority. The approved Travel Plan shall be implemented, monitored and reviewed in accordance with the agreed Travel Plan Targets to the satisfaction of the Local Planning Authority.

REASON: In order to deliver sustainable transport objectives including a reduction in single occupancy car journeys and the increased use of public transport, walking & cycling.

14. The development hereby permitted shall not be occupied until such time as the parking and turning facilities have been implemented in accordance with LNT Construction drawing number BB7- 9AZ-A-09. Thereafter the onsite parking provision shall be so maintained in perpetuity.

REASON: To ensure that adequate off-street parking provision is made to reduce the possibility of the proposed development leading to on-street parking problems locally and to enable vehicles to enter and leave the site in a forward direction in the interests of highway safety and in accordance with the National Planning Policy Framework (2021).

15. Prior to first use of the care home development hereby approved, the motorcycle parking provision shown on the approved plans shall be constructed and made available for use. The area shall thereafter be kept free of obstruction and available for the parking of motorcycles only at all times.

REASON: To ensure the provision and availability of adequate motorcycle parking and to allow for the effective use of the parking areas.

16. Prior to first use of the care home development hereby approved, the cycle parking provision shown on the approved plans shall be constructed and made

available for use. The area shall thereafter be kept free of obstruction and available for the parking of cycles only at all times.

REASON: To ensure the provision and availability of adequate cycle parking and the promotion of sustainable forms of transport.

17. (A) Prior to the first occupation of any dwelling hereby approved, the dwelling shall have an electric vehicle charging point. Charge points must have a minimum power rating output of 7kW, be fitted with a universal socket that can charge all types of electric vehicle currently. These shall be retained thereafter for the lifetime of the development.

(B) Prior to first use of the care home development hereby approved, the electric vehicle charging points shown on the approved plans shall be installed and made available for use. These shall be retained thereafter for the lifetime of the development.

REASON: In the interests of supporting sustainable travel.

18. No dwelling hereby permitted shall be occupied until a cycle storage plan for the residential units has been submitted to the Local Planning Authority. These cycle facilities shall thereafter be kept free of obstruction and available for the parking of bicycles only at all times.

REASON: To allow for the effective use of the parking areas and to promote sustainable transport as a travel option, encourage healthy communities and reduce carbon emissions.

19. Within six months of the granting of planning permission details of the pedestrian link along the southern boundary of the site shall be submitted to and approved in writing by the Local Planning Authority. The details shall be informed by an updated Arboricultural Impact Assessment, and include the precise route in relation to existing trees, construction methodology, surfacing and any tree protection measures.

Prior to first use of the care home development hereby approved the pedestrian link shall be constructed in accordance with the approved details and built up to the east and south site boundaries. This pedestrian link shall thereafter be maintained and remain open and unobstructed at all times.

Reason: To ensure that the development provides appropriate connections and sustainable linkages to neighbouring development and public open space.

20. Notwithstanding the submitted details, there shall be no building works above slab level, or no new boundary treatments within or around the site constructed, until details of the provisions to be made for building dependent species of conservation concern, artificial bird nesting boxes, artificial bat roosting sites and measures to support hedgehog movements across the site, have been submitted to, and approved in writing by the Local Planning Authority.

The approved artificial bird/bat boxes and hedgehog features shall be provided before the buildings are first occupied/ brought into first use.

Reason: In the interests of biodiversity and to enhance nesting/roosting opportunities for species of conservation concern and to minimise/mitigate the potential impacts upon protected species resultant from the development.

21. No demolition of 23-25 Old Row or scrub clearance within the curtilage of this building, shall take place until a methodology for dealing with the invasive species identified on site and preventing their spread, has been submitted to and approved in writing by the Local Planning Authority. The invasive species shall then be removed in accordance with the approved methodology.

Reason: To ensure compliance with the Wildlife and Countryside Act 1981.

22. Prior to their installation 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 approved lighting schemes(s) be implemented in accordance with the approved details prior to the occupation of the development hereby approved 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.

23. All tree works/tree protection shall be carried out in strict accordance with the recommendations set out in the submitted Arboricultural Impact Assessment dated September 2022.

The specified tree protection measures shall remain in place throughout the demolition and construction phases of the development and the methodology hereby approved shall be adhered to during all site preparation/construction works.

Reason: To protect trees/hedging of landscape and visual amenity value on and adjacent to the site or those likely to be affected by the proposed development hereby approved.

24. No development above ground level shall be commenced until details of the materials to be used in the construction of the external surfaces of the buildings hereby approved (including the external walls, roof, and windows) have first been submitted to and approved in writing by the Local Planning Authority. The development shall be carried out using the approved materials.

Reason: To safeguard the visual amenities of the locality.

25. No building works shall take place above slab level until full details of both hard and soft landscaping works have been submitted to and approved in writing by the Local Planning Authority. These details shall include, areas of soft landscaping (including any retained trees, hedgerows and other planting and any replanted or transplanted hedgerows), hard surfaced areas and materials, planting plans specifications and schedules (including plant size, species and number/ densities), existing landscaping to be retained, and shall show how account has been taken of any underground services.

The landscaping works shall be carried out in accordance with the approved details prior to first occupation or first use of any part of the development or otherwise in

accordance with a programme agreed in writing by the Local Planning Authority and shall thereafter be retained and maintained.

Any trees or shrubs planted in accordance with this condition which are removed, uprooted, destroyed, die, or become severely damaged or seriously diseased within 15 years of planting, or any trees or shrubs planted as replacements shall be replaced within the next planting season by trees or shrubs of similar size and species to those originally required to be planted, unless the Local Planning Authority gives its written consent to any variation.

Reason: To ensure the site is satisfactorily landscaped in the interests of visual amenity and ecology.

26. Prior to first occupation of the care home development hereby approved, the scheme of noise insulation measures set out in the supporting Noise Assessment submitted with the application [prepared by S&D Garritt Ltd, dated 23rd January 2023] namely acoustic bund and fencing; acoustic glazing and trickle ventilators to identified elevations shall be implemented. The approved noise insulation measures shall thereafter be retained.

Reason: To ensure there is no adverse effect on the health and quality of life of future occupants and to avoid an unacceptable impact on residential amenity by virtue of noise.

Informatives:

1. Cadent Gas Ltd own and operate the gas infrastructure within the area of the development. There may be a legal interest (easements and other rights) in the land that restrict activity in proximity to Cadent Assets in private land. The applicant must ensure that the proposed works do not infringe on legal rights of access and/or restrictive covenants that exist. If buildings or structures are proposed directly above the apparatus the development may only take place following diversion of the apparatus. Prior to carrying out works please submit details of the planned works for review.

2. The grant of planning permission will require the applicant to enter into an appropriate legal agreement (Section 278), with Lancashire County Council as Highway Authority prior to the start of any development. The applicant should be advised to contact the county council for further information by telephoning the Development Support Section on 0300 123 6780 or email developeras@lancashire.gov.uk<<mailto:developeras@lancashire.gov.uk>>, in the first instance to ascertain the details of such an agreement and the information to be provided, quoting the location, district and relevant planning application reference number. Please be aware that the demand to enter into section 278 agreements with Lancashire County Council as the highway authority is extremely high. Enquiries are being dealt with on a first come first served basis. As such all developers are advised to seek to enter into Section 278 agreements at a very early stage.

3. Openreach records indicate that apparatus exists near to the area of your proposed works. Before commencing any work, or moving of heavy plant or equipment over any portion of the site the contractor shall confirm details of Apparatus, owned, leased or rented by the Company, within the site, with the Company Representative, who can be contacted for free on site assistance during office hours, prior to commencement of works :-E-mail: cbyd@openreach.co.uk<<mailto:cbyd@openreach.co.uk>>. Further information is available at: <https://www.openreach.com/network-services/locating-our-network>

Mr Peter Hitchen spoke in support of the application.

RESOLVED THAT COMMITTEE:

Refused planning permission for the following reasons:

1. The proposal would lead to the creation of a new residential dwelling outside of the settlement without sufficient justification insofar that it has not been adequately demonstrated that the proposal would meet any of the exception criteria including meeting a local housing need or providing regeneration benefits. The proposal therefore fails to accord with Key Statement DS1 and DS2 and policies DMG2 and DMH3 of the Ribble Valley Core Strategy 2008 – 2028.

2. The proposal would result in a large, dominant, dwellinghouse of modern design and materials which would have a visually harmful and urbanising impact upon the rural character of the area. It would also have a harmful impact on the simple architecture and traditional character and appearance of the Grade II* Listed Read Hall and its associated Parkland, the Grade II Listed Ice House and a number of non-designated heritage assets and their settings. Any public benefits from the development do not outweigh this less than substantial harm. The proposal therefore is contrary to the Planning (Listed Building and Conservation Area) Act 1990, the National Planning Policy Framework and Key Statement EN5 and Policies DMG1, DME2 and DME4 of the Ribble Valley Core Strategy 2008 - 2028.

3. The proposal would result in a large, dominant, dwellinghouse close to historic woodland and fails to demonstrate that the proposed dwelling and its surrounding large expanse of hard surfacing can be accommodated without resulting in an adverse impact on the root protection area of the historic woodland and in particular Trees T1 and T2. Therefore, the proposal is contrary to Policies DME1 and DME2 of the Ribble Valley Core Strategy 2008 – 2028.

4. The proposal would result in an elevated terraced area in close proximity to the neighbouring property to the west, known as The Stables. This would result in an unacceptable impact on the residential amenity of the occupiers of this neighbouring because of adverse levels of overlooking and loss of privacy that would be afforded. Therefore the proposal is contrary to Policy DMG1 of the Ribble Valley Core Strategy 2008 – 2028.

S.106 MONIES - LANGHO FOOTBALL CLUB

The Director of Economic Development and Planning submitted a report seeking authority from Members to release section 106 contributions for sports facilities in Langho.

£28,066 has been received and it was proposed that this money should be awarded to Langho Football Club, who wish to make significant improvements to their facilities. The cost of the work is yet to be determined but will be dependent on the amount of funding received.

RESOLVED THAT COMMITTEE:

Agreed for the Director of EDP to have delegated authority to agree the sport facility improvements with Langho Football Club prior to commencement to ensure that the works undertaken comply with the requirements of the legal agreement and accord

with procurement procedures; and agree to the allocation of the commuted sum of £28,066 to Langho Football Club for the agreed improvement works on completion of the works.

212 PUBLICATION OF (UPDATED) LOCAL VALIDATION CHECKLIST

The Director of Economic Development and Planning submitted a report seeking authority from Members to publish a final version of the Council's updated Local Validation Checklist. The validation checklist documents set out the information that is required to validate a planning application.

A draft updated Local Validation Checklist had previously been published for a consultation period of six weeks. It was noted that seven organisations had responded and the report provided a summary of their views, which were taken into account when preparing the Local Validation Checklist.

RESOLVED THAT COMMITTEE:

Agreed for the LPA to publish the final version of the updated Local Validation Checklist on the Council's website and for it to be used as the basis for validating planning applications with immediate effect.

213 REVENUE OUTTURN 2022/23

The Director of Resources & Deputy Chief Executive submitted a report on the outturn for the financial year 2022/23 in respect of the revenue budget for the Committee.

It was noted that there had been a number of variations in both income and expenditure during the year, and this had given rise to an overall underspend of £280,615 on the net cost of services. After transfers to and from earmarked reserves, there was an overall underspend of £77,818. Details of the variations were outlined in the report.

214 REVENUE MONITORING 2023/24

The Director of Resources & Deputy Chief Executive submitted a report to let Members know the position for the period April 2023 to July 2023 of the year's original revenue budget as far as this Committee was concerned.

The comparison between actual and budgeted expenditure showed an overspend of £6,642 to July 2023 of the financial year 2023/24. After allowing for transfers to/from earmarked reserves, there was an underspend of £15,336. The report outlined the variations by cost centre.

215 CAPITAL MONITORING 2023/24

The Director of Resources & Deputy Chief Executive submitted a report outlining the progress on this Committee's 2023/24 capital programme for the period to the end of June 2023.

At the end of June 2023 there had been no spend or commitments made against the capital programme budget. There is currently one capital scheme for this Committee

with a budget of £26,420 and it is unlikely to be completed within the financial year. However, it was noted that due to the residual nature of the scheme, it should not cause concern for Members.

216 PLANNING APPLICATION STATISTICS

The Director of Economic Development and Planning submitted a report updating Committee on the key information in relation to the determination of planning applications.

It was noted that the Local Planning Authority met the Government performance targets for determining planning application in quarter one of 2023/24. Whilst the percentage of appeals allowed was slightly higher than Government targets for quarter one, appeal decisions are monitored and this does not raise any concern.

217 APPEALS (IF ANY)

Members noted the contents of the Appeals report.

218 MINUTES OF WORKING GROUPS

There were no minutes from working groups.

219 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from representatives on outside bodies.

220 EXCLUSION OF PRESS AND PUBLIC

There were no items under this heading.

The meeting closed at 7.26 pm

If you have any queries on these minutes please contact the committee clerk, Jenny Martin 01200 413214 jenny.martin@ribblevalley.gov.uk.

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Minutes of Personnel

Meeting Date: Wednesday, 30 August 2023, starting at 6.30 pm
Present: Councillor R Elms (Chair)

Councillors:

S Farmer	R Corney
S Bibby	L Jameson
D O'Rourke	K Barnsley
S Hore	D Birtwhistle

In attendance: Chief Executive and Head of Human Resources

221 APOLOGIES FOR ABSENCE

There were no apologies for absence.

222 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 7 June 2023 were approved as a correct record and signed by the Chairman.

223 DECLARATIONS OF DISCLOSABLE PECUNIARY, OTHER REGISTRABLE AND NON REGISTRABLE INTERESTS

There were no declarations of disclosable pecuniary, other registrable or non-registrable interests.

224 PUBLIC PARTICIPATION

There was no public participation.

225 WORKFORCE PROFILE 2023

The Director of Resources & Deputy Chief Executive submitted a report updating members on the Workforce Profile 2023 which was published annually in compliance with the Equality Act 2010.

The report listed the protected characteristics that it was unlawful to discriminate against under the Equality Act and explained the duties that those subject to the equality duty must have due regards to. The latest Workforce Profile Report as at 31 March 2023 was included in the report, and had been published on the Council's website in accordance with the requirements of the specific duty. The data provided a comprehensive overview of the current workforce and was useful for workforce planning as well as meeting the requirements of the Equality Act 2010.

226 MINUTES OF WORKING GROUPS

There were no minutes from Working Groups.

227 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from representatives on outside bodies.

228 EXCLUSION OF PRESS AND PUBLIC

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

229 PAYMENT OF HONORARIA

The Chief Executive submitted a report that Committee consider a payment of honorarium to a member of staff who had covered the duties of a more senior post.

The factors and financial implications to be considered when assessing the application were set out in the report.

RESOLVED THAT COMMITTEE:

Approve the Honorarium payment to the member of staff as set out in the report.

230 APPROVAL OF POST GRADUATE COURSE

The Chief Executive submitted a report for Committee to authorise the support to fund a part-time (2 year) post-graduate Royal Town Planning Institute (RTPI) Accredited Planning Degree for a member of staff in the Economic Development and Planning (EDP) section of the Council.

The member of staff had the relevant under-graduate qualification to be eligible for the course which was the best route to securing RTPI Chartered Membership which the Council valued, and supporting the individual's development would encourage employee retention.

The study options and workload impact had been assessed and were detailed in the report.

RESOLVED THAT COMMITTEE:

Authorise RVBC to support and fund a member of staff to undertake a part-time (2 year) post-graduate Royal Town Planning Institute (RTPI) Accredited Planning degree, with the chosen study option based on availability for September 2023 intake.

231 GENERAL STAFFING UPDATE

The Director of Resources & Deputy Chief Executive submitted a report informing members of general staffing matters since the last committee meeting. The report included information on appointments and resignations, internal movements, establishment changes, training and retirements.

The report noted that 9 new staff had been appointed between 16 May 2023 and 15 August 2023 and that there had been 7 leavers in the same period. The report also noted that a member of staff had completed Qualification training, and there had been 13 work experience placements during the reporting period. Letters of thanks were to be sent to the staff who have left the Council, where appropriate.

There was discussion at the meeting around posts for which the Council struggles to recruit. The Council's Head of Human Resources confirmed that the new e-recruitment system project was ongoing and was planned to be live from 1 April 2024.

The meeting closed at 6.56 pm

If you have any queries on these minutes please contact the committee clerk, Rebecca Tait rebecca.tait@ribblevalley.gov.uk.

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Minutes of Health and Housing

Meeting Date: Thursday, 31 August 2023, starting at 6.30 pm
Present: Councillor S Hirst (Chairman)

Councillors:

J Alcock	D O'Rourke
S Atkinson	J Atherton
T Austin	R Ray
I Brown	C McFall
R Elms	A Wilkins-Odudu
S Farmer	G Hibbert

In attendance: Chief Executive, Head of Environmental Health Services, Strategic Housing Officer, Head of Strategic Planning and Housing and Director of Community Resources

Also in attendance: Councillors S Fletcher and L Jameson

232 APOLOGIES FOR ABSENCE

Apologies for absence from the meeting were received from Councillors M Robinson and N Stubbs.

233 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 8th June 2023 were approved as a correct record and signed by the Chairman.

234 DECLARATIONS OF DISCLOSABLE PECUNIARY, OTHER REGISTRABLE AND NON REGISTRABLE INTERESTS

There were no declarations of disclosable pecuniary, other registrable or non-registrable interests.

235 PUBLIC PARTICIPATION

There was no public participation.

236 LANCASHIRE PLACE INITIATIVE

Jackie Moran, the Integrated Place Leader for East Lancashire gave a presentation on the introduction to the new Places in Lancashire and South Cumbria and the Lancashire Place journey to date.

The presentation covered the following:

1. Providing an update on the new system arrangements, and specifically, the development of the new Lancashire Place
2. Providing an update on the emerging arrangements for the East Lancashire locality.
3. Consideration of some of the big questions / areas for development and a timeframe for next steps.

DOG CONTROL PUBLIC SPACES PROTECTION ORDER

The Chief Executive submitted a report asking Committee to consider the proposed extension of the Dog Control and Dog Fouling Public Spaces Protection Order 2020 (PSPO) for a further period of 3 years.

The Council considered an extension of the PSPO to be necessary to prevent the occurrence or reoccurrence of the issues identified when the order was originally made, namely the problem of dog fouling and problematic dog behaviour across the borough.

It was noted that public consultation had taken place and the report detailed the outcome of this, which showed overwhelming support for extending the PSPO.

RESOLVED THAT COMMITTEE:

1. Having had regard to the provisions of Section 60 of the Anti-Social Behaviour, Crime and Policing Act 2017, approved the extension of the 2020 PSPO for another three years as set out in the report.
2. Authorised the Chief Executive to make the Order.

CLITHEROE MARKET REGULATIONS

The Chief Executive submitted a report seeking Committee approval for the 2023 Market Regulations further to review.

Members were advised that the conditions within the market regulations had never been formally agreed by Committee and there had been numerous amendments made to them over the years. It was proposed that there should be a standard set of clear conditions to avoid any confusion going forward. These conditions were set out in the report.

Current market traders were consulted and although the feedback was limited, it was supportive of the proposals.

RESOLVED THAT COMMITTEE:

Approved the 2023 Market Regulations that would become operational forthwith.

DELEGATION TO PURCHASE TWO TEMPORARY ACCOMMODATION UNITS

The Director of Economic Development and Planning submitted a report requesting Committee's agreement to purchase two temporary accommodation units within the borough to add to the Council's stock of temporary accommodation.

It was noted that there is an increased demand for temporary accommodation for those who present as homeless. £304,580 had been secured within the capital programme for the purchase of a unit in Clitheroe and one in

Longridge. Preferably the units would consist of ground floor accommodation with one or two bedrooms.

RESOLVED THAT COMMITTEE:

Granted delegated authority to the Director of Economic Development and Planning in consultation with Chair of Health and Housing, to negotiate and purchase two temporary accommodation units in line with the 2023/24 capital programme.

240

HEALTH & WELLBEING PARTNERSHIP WORKING GROUP PRIORITIES

The Director of Economic Development and Planning submitted a report to provide Committee with suggested priority areas for the work of the Health and Wellbeing Working Group following the first meeting of the group on 24th July 2023.

The report detailed the discussions that took place at the first meeting of the working group, their key concerns and their recommendations going forward.

RESOLVED THAT COMMITTEE:

1. Approve the Director of Economic Development and the Head of Strategic Planning and Housing along with Councillor Stuart Hirst, Councillor Rachel Ray and Councillor Ian Brown as Members of the local Health and Wellbeing Partnership following its constitution.
2. Approve the priorities of the Working Group as being:
 - To examine access to health and wellbeing services and to consider ways in which access to those services could be improved. Such suggestions would be first agreed by this Committee and then fed into the Health and Wellbeing Partnership.
 - To map council, partner and community health and wellbeing activities which contribute to better health and wellbeing so that better linkages and promotion can take place.

241

CAPITAL MONITORING 2023/24

The Director of Resources and Deputy Chief Executive submitted a report outlining the progress on this Committee's 2023/24 capital programme for the period to the end of June 2023.

At the end of June 2023, £588,042 had been spent or committed. This was 15.2% of the full year approved capital programme budget for this Committee of £3,866,630. Of the ten schemes in the capital programme, one scheme had already been completed, four schemes were expected to be completed in-year, and five schemes were unlikely to be completed in-year. Details by cost centre were outlined in the report for information.

242 REVENUE MONITORING 2023/24

The Director of Resources and Deputy Chief Executive submitted a report to report on the progress of the 2023/24 revenue budget as at the end of June 2023.

The comparison between actual expenditure and the original estimate budget for this Committee for the period to the end of June 2023 showed an underspend of £63,414, or an underspend of £79,958 after allowing for transfers to and from earmarked reserves. Details of the variances by cost centre were included in the report for information. It was noted that whilst there was a sizeable variance, much of this is in respect of funding for Local Council Tax Support. The impact of this would be through the Collection Fund rather than on this Committee, and due to the mechanics of the Collection Fund, this would not be felt until 2024/25.

243 REVENUE OUTTURN 2022/23

The Director of Resources and Deputy Chief Executive submitted a report outlining the outturn for the financial year 2022/23 in respect of the Revenue Budget for this Committee.

There had been a number of variations in both income and expenditure during the year, and this had given rise to an overall underspend of £343,943 on the net cost of services. After transfers to and from earmarked reserves there was an overall underspend of £69,825. Details by cost centre were outlined in the report for information.

244 ADDITIONAL HOUSING SUPPORT - SUPPLEMENTARY SUBSTANCE MISUSE TREATMENT AND RECOVERY (SSMTR) GRANT

The Head of Strategic Planning and Housing submitted a report informing Committee of a Lancashire County Council (LCC) grant award that would provide additional housing support for households with drug and alcohol addiction/in recovery.

The report informed Members of the plans that LCC had formulated and how they were relevant to the Ribble Valley.

245 HOMELESSNESS AND REFUGEE UPDATE

The Director of Economic Development and Planning submitted a report providing Committee with information about the level of homelessness and refugees in the borough.

The report provided details such as the number of homeless applications in the first quarter, a snapshot of the number of households in temporary accommodation, details of the home for Ukraine scheme and the Afghan resettlement scheme.

246 GRANTS ADMINISTERED BY THE HOUSING SECTION

The Director of Economic Development and Planning submitted an information report providing Committee with a summary of all the different grant types that

are administered by the Housing Team. The report detailed for each type of grant, the maximum value that could be awarded, the eligibility criteria, the conditions of the grant, their strategic aims and whether they are mandatory/discretionary.

247 MINUTES OF WORKING GROUPS

The minutes from the Strategic Housing Working Group on 12th July 2023 and the Health and Wellbeing Partnership Working Group on 24th July 2023 were noted.

248 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

Councillor T Austin submitted a report relating to the Health and Adult Services Scrutiny Committee that met on 12th July 2023. Of particular note was the update on the new hospitals programme.

249 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That by virtue of the next items of business being exempt information under Paragraphs 1, 2 and 3 of Part 1 of Schedule 12A of the Local Government Act 1972 the press and public be now excluded from the meeting.

250 HOMES FOR UKRAINE HOUSING SUPPORT GRANT AND HOMELESSNESS PREVENTION GRANT UPDATE

The Head of Strategic Planning and Housing submitted a report seeking Committee's approval for the use of the new Homeless Prevention top-up grant for Homes for Ukraine guests.

It was noted that a significant barrier faced by Ukrainian residents in the Ribble Valley who are seeking to move from sponsored accommodation is the lack of furniture/white goods and the ability to furnish their homes. It was proposed that part of the additional funding should be used to make available essential household items to enable Ukraine households to move into independent settled accommodation.

Discussions took place surrounding the grant conditions and as to who would take ownership of the household items that would be provided. Whilst it was agreed that ownership would pass to the Ukrainian households, it was felt that they should be encouraged to recycle/pass the items on to others if they no longer have need for them in the future. This would be incorporated into the grant application form.

RESOLVED THAT COMMITTEE:

1. Approved the use of part of the Homeless Prevention Grant for the purchase of essential household items in accordance with paragraphs 1.10 and 1.11.
2. Approved the purchased items becoming the property of the Ukrainian resident/family who receive the items.

LONGRIDGE SECTION 106 AFFORDABLE HOUSING CONTRIBUTIONS

The Director of Economic Development and Planning submitted a report updating Committee on the affordable housing commuted sum monies received from the land north of Dilworth Lane, Longridge, and to request authority be delegated to the Director of Economic Development and Planning to finalise the details of utilising the commuted sums.

It was noted that the Strategic Housing Working Group had met on 12th July 2023 to discuss this. The report outlined the options that the working group had considered for spending the Longridge commuted sum contributions, along with their preferred option going forward.

RESOLVED THAT COMMITTEE:

1. Confirmed that Option 1 is taken forward and granted delegated authority to the Director of Economic Development and Planning, in consultation with the Chair of Health and Housing Committee, to select a Registered Provider for the delivery of additional affordable housing within Longridge on any of the three sites currently/ imminently due to start construction, in accordance with the requirements of the Section 106 Agreement.
2. Agreed that the £1.6m commuted sum be given as a grant to the identified Registered Provider to provide additional affordable housing in Longridge.
3. Delegated authority to the Director of Economic Development and Planning, in consultation with the Chair of Health and Housing Committee, to agree a suitable mechanism to passport the S106 contributions to the selected Registered Provider to secure the delivery of additional affordable housing in Longridge.

GRANT APPROVALS UPDATE

The Director of Economic Development and Planning submitted a report informing Committee of recent approvals for various Disabled Facilities Grants and Landlord Tenant Grants.

The meeting closed at 7.41 pm

If you have any queries on these minutes please contact the committee clerk, Jenny Martin jenny.martin@ribblevalley.gov.uk.

Minutes of Licensing

Meeting Date: Tuesday, 5 September 2023, starting at 6.30 pm
Present: Councillor I Brown (Chair)

Councillors:

S Brunskill	G Scott
S Farmer	R Walsh
G Hibbert	D Brocklehurst
R Newmark	K Spencer
D O'Rourke	L Street
S O'Rourke	M Peplow

In attendance: Head of Legal and Democratic Services and Solicitor

Also in attendance: Councillors L Jameson

253 APOLOGIES FOR ABSENCE

Apologies for the meeting were received from Councillors M Graveston and J Rogerson.

254 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 13 June 2023 were approved as a correct record and signed by the Chairman.

255 DECLARATIONS OF DISCLOSABLE PECUNIARY, OTHER REGISTRABLE AND NON REGISTRABLE INTERESTS

There were no declarations of disclosable pecuniary, other registrable or non-registrable interests.

256 PUBLIC PARTICIPATION

There was no public participation.

257 OUTCOME OF CONSULTATION ON SCRAP METAL POLICY

The Chief Executive submitted a report informing Committee of the results of the consultation and to seek Committee's approval for the adoption of the Scrap Metal Dealers Policy.

The updated policy was attached to the report for Committee to consider and it was noted that no responses to the consultation were received.

RESOLVED THAT COMMITTEE:

Adopted the Scrap Metal Dealers Act Policy enclosed at Appendix 1 of the report.

258 MEDICAL REPORTS FOR DRIVERS OF HACKNEY CARRIAGES AND PRIVATE HIRE VEHICLES

The Chief Executive submitted a report informing Committee of the results of the consultation and to seek Committee's authorisation for the Head of Legal and

Democratic Services to make consequential amendments to the Council's Policy for Licensing of Hackney Carriage Drivers and Private Hire Operators Drivers and Vehicles and the Private Hire Drivers Licence Conditions.

Committee was advised of the reasons why the Council was seeking to make the amendments. Relevant parties were consulted, and it was noted that there were two responses, both of which were supportive of the proposal.

RESOLVED THAT COMMITTEE:

Authorised the Head of Legal and Democratic Services to make appropriate amendments to the Policy and Conditions.

259 TAXI/PRIVATE HIRE LICENSING OPERATIONS

The Chief Executive submitted a report informing Committee of the results of an inspection of licensed private hire and hackney carriage vehicles.

It was noted that seven vehicles were inspected, all of which were found to be of the required standard.

260 ALCOHOL LICENSING UPDATE

The Chief Executive submitted a report informing Committee of:

1. A revision to the Statutory Guidance issued under section 182 of the Licensing Act 2003;
2. The introduction of amended provisions in relation to the late-night levy; and
3. The position in relation to licensing relaxations introduced during the covid pandemic.

The contents of the report were noted.

261 PAVEMENT LICENCES UPDATE

The Chief Executive submitted a report informing Committee of a proposal to extend provision for Pavement Licences.

It was noted that the Government had introduced the Business and Planning Act 2020 (Pavement Licences) (Coronavirus) (Amendment) Regulations 2023, which, if approved, provide for the pavement licensing regime to continue until 30 September 2024.

Provisions for the introduction of permanent pavement licensing are contained in the Levelling Up and Regeneration Bill, which is currently making its way through Parliament. Committee was advised of the potential implications for the Council if this becomes statute.

262 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from representatives on outside bodies.

263

MINUTES OF SUB-COMMITTEES

The minutes of the two Sub-Committees held on 30 June 2023 were noted.

264

EXCLUSION OF PRESS AND PUBLIC

There were no items under this heading.

The meeting closed at 6.43 pm

If you have any queries on these minutes please contact the committee clerk, Jenny Martin jenny.martin@ribblevalley.gov.uk.

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Minutes of Policy and Finance

Meeting Date: Tuesday, 12 September 2023, starting at 6.30 pm
Present: Councillor S Atkinson (Chair)

Councillors:

S Bibby	K Horkin
D Birtwhistle	L Jameson
S Fletcher	G McCrum
M French	A Wilkins-Odudu
S Hirst	J Hill
S Hore	

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

Also in attendance: Councillors K Barnsley and K Spencer.

265 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 20 June 2023 were approved as a correct record and signed by the Chairman.

266 APOLOGIES FOR ABSENCE

Apologies for absence from the meeting were received from Councillors L Edge, R Newmark and J Rogerson.

267 DECLARATIONS OF DISCLOSABLE PECUNIARY, OTHER REGISTRABLE AND NON REGISTRABLE INTERESTS

There were no declarations of disclosable pecuniary, other registrable or non-registrable interests.

268 PUBLIC PARTICIPATION

The Chairman welcomed Mr Terry Hill who spoke on behalf of Whalley Educational Foundation in respect of agenda item 33 – UK Shared Prosperity Fund.

269 BUDGET FORECAST 2024/25 - 2026/27

The Director of Resources & Deputy Chief Executive submitted a report for members to consider the Council's latest budget forecast and decide what action needs to be taken to meet the financial challenges that lay ahead.

In preparing the budget forecast both national and local circumstances were considered. The forecast would be particularly challenging because of major issues such as unknown government funding, changes to Government and major funding streams, inflation levels and pay rises, cost-of-living impact on demand for services, and assumptions on interest rates. Any of these issues would have a major impact on

the Council's budget and were rapidly evolving. The report included a diagram showing the percentage split of how the net budget for 2023/24 was financed.

In creating the budget, a number of assumptions had been made.

The Council had assumed that the Pay Offer of £1,925 per full time employee up to SCP 43, and 3.88% for Heads of Service and 3.5% for the Chief Officer, would be accepted by the unions for the 2023/24 financial year. It was estimated this would cost between £550k and £600k. The budget had allowed for a 5% increase which meant we could anticipate an additional £170k above what we had estimated.

The Bank of England had forecasted that the Bank Rate would stay higher for longer before falling back. The budget assumed average returns on investments over the life of the forecast based on interest rates of 4% for 2024/25, 3% for 2025/26 and 2% for 2026/27. The forecast also assumed the level of Council investments would be £20m.

It was estimated the Council would retain £2.2m in business rate growth in 2023/24 and 2024/25 (and would use £2m to fund the revenue budget for each of the two years). Not all authorities had benefited from business rate growth and the Government were considering resetting the business rates baselines which would significantly reduce the amount of future growth the Council retained. For 2025/26 it was assumed the Council would retain £1.2m (and use £1m to fund the revenue budget).

The Council had benefitted significantly from the new homes bonus scheme (NHB) over many years. For some time, the Government had indicated that the NHB scheme was going to end. They had also stated that a consultation paper would be issued over the summer months. However, nothing had been issued therefore the future forecast assumed no NHB income.

In 2023/24 the Council received a one-off Funding Guarantee. It was assumed that core Government funding would continue for the life of the forecast with no increase but that the Council would receive Transitional Protection in some form to reflect reduced Core Spending Power. However, it was stressed that this assumption was made in the absence of any information regarding key reforms.

Council Tax increases of £5 each year and a tax base increase of 1% each year were estimated for the life of the forecast. It was explained that a £5 increase would generate approx. £120k each year and a 1% taxbase increase approx. £41k each year.

Based on all the assumptions the budget shortfall would be as shown:

	£
2024/25	877k
2025/26	2,261k
2025/26	2,740k

The financial position would be closely scrutinised in the months that followed, and monitoring reports would be shared with Members.

The Budget Working Group had met on 18 August 2023 to consider the budget forecast, and a discussion had taken place around potential levels of inflation and whether fees and charges could be increased by a lower level (potentially 2%) than the 4% which was assumed for inflation, in 2024/25. It was explained that a 4% increase in fees and charges would bring in £141k, therefore an increase of 2% would increase the budget gap by a further £70k each year. This was further discussed by

Committee, and it was felt that service Committees should consider very carefully the fees and charges increases in order to protect those that are most vulnerable. Detailed fees and charges reports would be considered by service Committees in the November cycle of meetings.

The Director of Resources & Deputy Chief Executive informed members that the government had written to authorities with regard to Business Rate Pooling preferences for 2024/25. An explanation of the operation of the Lancashire Business Rate Pool was given and how much of the Council's budget was funded from business rate retention. Committee was minded to request that the Council remains a member of the Lancashire Business Rate Pool under the current operating arrangements and therefore agreed that the Council should express its interest in its continuation for 2024/25.

Committee was asked to consider the Council Tax rate increase of £5 for 2024/25 in order to give a steer to Officers. The increase would be agreed by way of recorded vote by this Committee in March 2024. Committee agreed that Officers should include this assumption in their Budget preparation for 2024/25.

RESOLVED THAT COMMITTEE:

1. Agree the Council's Budget Forecast.
2. Recommend that service Committees:
 - Consider savings to bridge the budget gaps
 - Consider an increase of 4% in fees and charges
3. Agree that the pooling preference for 2024/25 was to remain a member of the Lancashire Business Rate Pool under the current arrangements
4. Agree the Budget Working Group recommendation to include the £5 Council Tax increase in the Councils budget preparation for 2024/25.

270

FINANCIALS SERVER OPERATING SYSTEM

The Director of Resources & Deputy Chief Executive submitted a report to the Committee to approve an additional capital programme scheme to enable the replacement of the financial server operating system. The scheme would also see an upgrade to the reporting software and a system version upgrade.

The Council has a number of servers running Windows Server 2012 R2 which would be de-supported by Microsoft in October, and therefore required upgrade. There were some options for extended support, but the most cost-effective way forward was to upgrade to the 2019 version.

There were three elements of upgrade work that would be undertaken, in respect of the server, Business Objects query tool, and the Civica Financials software. The upgrade work would be undertaken by Civica UK limited together with assistance from the Council's in-house ICT team. The work would be completed within the financial year at a total cost of £13,500.

The Council received Section 31 New Burdens funding for costs around data transparency, and it was proposed to use some of these resources that were in earmarked reserves to fund the scheme.

RESOLVED THAT COMMITTEE:

1. Approve the new capital programme scheme for the 2023/24 financial year for the Financials System Server Upgrade and associated software upgrades at a cost of £13,500.
2. Approve the use of transparency code new burdens monies that are within earmarked reserves to fund the new capital scheme.

271

UPDATING MOBILE CONNECTIVITY

The Director of Resources & Deputy Chief Executive submitted a report for Committee to approve an additional capital programme scheme to enable the bulk replacement of the Council's mobile phone handsets.

A review had been undertaken which assessed the provision of mobile phones for staff for work purposes. The assessment of future needs identified that the cost of replacement and additional handsets could not be funded through existing budgets. The request for the new capital scheme covered the procurement of over 100 new mobile phone handsets at a total cost of £30,000, the majority of which would be refurbished 'good as new' handsets.

The new equipment would greatly improve the ability of staff to undertake their roles, notably when away from the main offices or depot, allowing better reactive responses to issues that may arise around the Borough. The handsets would also provide better security and safety for staff whilst working alone or remotely.

It was hoped that future replacements could be programmed through the five-year capital programme.

Members felt that the scheme was necessary and further discussed that the option be explored to provide Members, and in particular Group Leaders, with mobile devices. This would greatly improve communication channels for Members, who due to strict security controls, were only able to access Councillor emails on their Council supplied tablet device.

RESOLVED THAT COMMITTEE:

1. Approve the inclusion of a new capital programme scheme in 2023/24 financial year for mobile phones at a cost of £30,000.
2. Approve the use of Covid new burdens monies that are within our earmarked reserves to fund the new capital scheme.
3. Approve Officers to consider providing mobile devices to Members, and other opportunities for Councillors to access emails.

272

CONCURRENT FUNCTIONS GRANTS 2023/24

The Director of Resources & Deputy Chief Executive submitted a report for Committee to consider the allocation of concurrent function grants for 2023/24.

It was explained that Concurrent functions were services provided in some parts of the Borough by the Borough Council, and in others by a Parish or Town Council. The Council had supported Parish and Town Councils with net revenue expenditure on

these functions with reimbursement of 25% of the expenditure. The functions eligible for support by the grants were listed in the report. 25 applications were to be considered for support with a total net expenditure of £106,629, therefore the 25% grant support amount requested totalled £26,657.

It was asked if the scheme could be widened to include other functions such as car parks and war memorials. The Director of Resources and Deputy Chief Executive explained that the eligible areas of spend included in the scheme were ones where the Council paid for services in some parts of the borough but parishes or Town Councils paid for them in other areas of the borough. It was suggested a report be brought back for members consideration regarding the areas included and excluded under the scheme.

RESOLVED THAT COMMITTEE:

1. Approve the payment of grants to parish and town councils under the grant scheme conditions and totalling £26,657.
2. Agreed a report be brought back for members consideration regarding the areas included and excluded under the scheme.

273

CORPORATE STRATEGY 2023/27

The Chief Executive submitted a report seeking approval from Committee for the Corporate Strategy Working Group to develop a new Corporate Strategy for 2023-27.

The Corporate Strategy set out the strategic direction of the Council for any given period and provided a focus to ensure that the services the Council delivered met the needs of the communities. The 2019-2023 Strategy had a four-year scope therefore Committee had agreed in January 2023 that, following the local elections in May 2023, the Council would develop a new Strategy covering 2023-2027.

It was recommended that the Working Group develop the Corporate Strategy for 2023-27 for approval and adoption by the Committee on 23 January 2024. The Working Group would consider:

- The findings of the 2023 Residents Survey and other strategic plans and strategies such as the Climate Change Strategy, the Local Plan, and the Economic Business Plan.
- Whether Council priorities, objectives, key actions and KPIs were still relevant and if changes were required.

RESOLVED THAT COMMITTEE:

Approve the review of the new Corporate Strategy 2023-2027 by the Corporate Strategy working group, taking into account the findings of the 2023 People's survey and other strategic plans and documents as noted in the report.

274

RURAL ENGLAND PROSPERITY FUND

The Director of Economic Development and Planning submitted a report updating Members on the Rural England Prosperity Fund (REPF) and seeking approval for utilising the majority of the funding via a grant scheme and utilising some of the funding to deliver electric vehicle charging points.

The Council successfully submitted an addendum to the UKSPF investment plan which had resulted in an award of £433,680 of capital funding to be invested in rural capital projects. £75,000 was available in the current financial year (2023/24) with a further £358,680 available in 2024/25.

A draft grant scheme had been considered by the UKSPF Working Group on 18 August 2023. The Working Group supported the grant scheme, and their recommendations were included in the report. The challenge of spending this years (2023/24) £75,000 allocation had been discussed and the Working Group considered that a proportion of the funding could be used to facilitate the provision of electric vehicle charging points (EVCPs) in some of the Council's rural car parks. A feasibility report had been conducted and the findings were included in the report. The Working Group recommended that up to £50,000 of the 2023/24 REPF funding be used to install charging points in the locations as noted in the report.

RESOLVED THAT COMMITTEE:

1. Approve grant criteria for the REPF capital grant scheme.
2. Approve the grant process for the REPF capital grant scheme.
3. Authorise the Director of Economic Development and Planning to deliver the scheme in line with the criteria.
4. Authorise the Director of Economic Development and Planning to seek formal tenders for the provision of electric vehicle charging points on the Council's car parks at Sabden, Slaiburn, Dunsop Bridge, Chipping and Ribchester (up to the value of £50,000) and award the contract in line with the Council's Contract Procedure Rules to deliver the new infrastructure this financial year.

275

REVENUE OUTTURN 2022/23

The Director of Resources & Deputy Chief Executive submitted a report for information on the outturn for the financial year 2022/23 in respect of the revenue budget for this Committee. There had been a number of variations in both income and expenditure during the year that had given rise to an overall overspend of £266,162 on the net cost of services. After transfers to and from reserves the overall overspend was £94,792.

276

OVERALL REVENUE OUTTURN 2022/23

The Director of Resources & Deputy Chief Executive submitted a report for information on the overall revenue outturn for the year ending 31 March 2023. The final outturn on the general fund revenue account was a deficit of £242k rather than the £537k deficit forecast at the revised estimate. This deficit was taken from General Fund Balances resulting in a balance of £2.719m at 31 March 2023. Revenue additions to earmarked reserves was £84k rather than the £649k forecast to be taken at revised estimate, which was further explained in the report. However, after allowing for financing the capital programme the overall net movement taken from earmarked reserves was £376k. The Collection fund showed an overall net surplus of £679k.

277 REVENUE MONITORING 2023/24

The Director of Resources & Deputy Chief Executive submitted a report for information on the position for the period April to July 2023 of this year's revenue budget for this committee. The comparison between actual and budgeted expenditure showed an underspend of £347k for the April to July period of the financial year 2023/24. After allowing for transfers to and from earmarked reserves there was an underspend of £317k. The variances were explained in the report, which included the pay award which had yet to be agreed and would likely result in an overspend in this area.

278 OVERALL REVENUE MONITORING 2023/24

The Director of Resources and Deputy Chief Executive submitted a report for information on the overall revenue position for the current financial year for the first quarter up to the end of June 2023. There had been an overall net underspend of £233k on service Committee net expenditure, and investment income was £91k ahead of budget. Therefore, the overall net variance for the first quarter was £324k.

279 CAPITAL MONITORING 2023/24

The Director of Resources & Deputy Chief Executive submitted a report for information on the progress on this committee's 2023/24 capital programme for the period to the end of July 2023. At the end of July 2023 £615 had been spent or committed. Of the nine schemes in the capital programme at the end of July 2023, five schemes were currently on-track to be completed in-year and four were unlikely to be completed within the financial year.

Progress on the UK Shared Prosperity Fund scheme was also reported, and at the end of July 2023 £86,371 had been spent or committed. Of the four schemes at the end of July 2023, three schemes were currently on-track to be completed in-year and one was unlikely to be completed within the financial year.

280 OVERALL CAPITAL MONITORING 2023/24

The Director of Resources & Deputy Chief Executive submitted a report for information on the progress on the Council's approved 2023/24 capital programme for the period to the end of July 2023.

At the end of July 2023 £976,534 had been spent or committed. This was 15% of this Committees overall capital programme budget of £6,506,410.

A summary of progress on the 46 schemes in the capital programme at the end of July 2023 was as follows:

- Four schemes were complete
- Twenty-seven schemes were currently expected to be completed in-year
- Fifteen of the schemes were unlikely be completed in-year, and further detail on the operational progress of each of these schemes was provided in the report.

281 TREASURY MANAGEMENT ACTIVITIES AND PRUDENTIAL INDICATORS 2022/23

The Director of Resources & Deputy Chief Executive submitted a report for information on the 2022/23 treasury management operations and the outturn calculations of the council's capital and treasury management prudential indicators. Through careful investment of sums in line with the council's treasury management strategy the level of risk in the investments has been kept to a minimum. The base rate had increased significantly during the financial year, resulting in a marked increase to the amount of income received from investments when compared to the both the original revenue budget estimate and prior year returns. Debt and investment transactions undertaken during the 2022/23 financial year were within authorised prudential limits and approved treasury management policies and practices.

282 TREASURY MANAGEMENT MONITORING 2023/24

The Director of Resources & Deputy Chief Executive submitted a monitoring report for information on the treasury management activities for the period 1 April 2023 to 31 July 2023. This included temporary investments, interest on investments, prospects on interest rates, local government bonds agency, borrowing, borrowing requirements, prudential indicators, approved organisations, recent events and exposure to risk.

283 TIMETABLE FOR BUDGET SETTING

The Director of Resources & Deputy Chief Executive submitted a report informing Committee of the timetable for setting the 2024/25 budget. The timetable was considerably detailed and clearly indicated who was responsible for which actions. This would be monitored in order to meet the deadlines required.

284 ALTERNATIVE FUNDING SCHEMES FOR THE ENERGY BILLS SUPPORT SCHEME AND THE ALTERNATIVE FUEL PAYMENT UPDATE

The Director of Resources & Deputy Chief Executive submitted a report for information updating Committee about the progress made with the alternative support for household energy bills announced by the Department for Energy Security and Net Zero (DESNZ) in December 2022.

The Energy Bills Support Scheme (EBSS) was primarily delivered directly as a credit to electricity bills and as a reduction to the unit cost of electricity and gas. Households that did not directly contract with an electricity supplier had instead qualified for assistance via the Energy Bills Support Scheme Alternative Funding (EBSSAF), and households that used alternative fuels as their main source of heating also qualified for an Alternative Fuel Payment (AFP) via their electricity supplier.

The checks that the Council were responsible for as part of applications processes were noted in the report, following which the Council would make the payment and report the outcome to DESNZ.

The Government had provided new burdens funding to LA's for this scheme. The Council had been allocated £25,930, 60% of which (£15,560) had been paid in August with the balance of 40% (£10,370) to be paid by October 2023, subject to complying with the conditions and reconciliation process.

This Council had made 329 EBSS AF payments totalling £131,600 and 362 AFP AF payments totalling £72,400 to applicants that met the Government's criteria.

285 2023 PEOPLE'S SURVEY

The Chief Executive submitted a report for information reporting the findings of the 2023 People's Survey – Life in Ribble Valley. The 2023 People's Survey was an important indicator of how residents felt about living in the Ribble Valley and the Council's services. The Council would use the most of the data available and link the findings to decision-making processes and strategic planning including developing a new Corporate Strategy for 2023-27.

286 ELECTIONS ACT UPDATE

The Chief Executive submitted a report for information about the provisions of the Elections Act 2022 which were due to come into force.

Committee was reminded that the Elections Act 2022 had made a range of changes to electoral law and processes, and the first tranche of changes had included the introduction of Voter ID and new accessibility requirements which were implemented for the elections in May 2023. The second tranche of changes would come into force in advance of the May 2024 polls relating to:

- Absent Voting
- Overseas elections
- EU citizens' voting and candidacy rights
- Postal vote handling and secrecy and commonly used names

The changes would apply to the following types of elections:

- UK Parliamentary elections in Great Britain
- Local Elections in England – including mayoral elections
- Police and Crime Commissioner elections in England and Wales

Further details and the implications of the above changes were explained in the report.

287 OMBUDSMAN REPORT 2023

The Chief Executive submitted a report informing committee of the Annual Review letter from the Local Ombudsman. The letter related to the year ending 31 March 2023 where the Ombudsman had investigated one complaint, which was upheld. The complaint related to an historic matter which had been reported to Committee previously along with the measures which the Council had put in place to address the matters raised. The Council would continue to work on its equality policies and further reports would be brought to the Committee.

288 REVENUES AND BENEFITS GENERAL REPORT

The Director of Resources & Deputy Chief Executive submitted a report for information on debts outstanding for business rates, council tax and sundry debtors. It also updated members on benefits performance, including benefits processing times and overpayment recovery.

289 REVIEW OF VARIOUS POLICIES

The Director of Resources & Deputy Chief Executive submitted a report informing Committee that the Counter Fraud, Bribery and Corruption Policy Statement and Strategy, the corporate Debt Write Off Policy, and the Anti-Money Laundering Policy had been reviewed. No changes or updates were required following the review.

290 RIPA POLICY AND UPDATE

The Chief Executive submitted a report informing Committee of the Council's usage of the Regulation of Investigatory Powers Act (RIPA) and seeking approval of the revised RIPA policy.

RIPA allowed the Council to carry out directed surveillance and/or use covert human intelligence sources (CHIS) lawfully if it is authorised in accordance with the provisions of RIPA. A revised Code of Practice for CHIS had been published in December 2022 (CHIS Code) therefore the Council's RIPA policy had been reviewed, and a copy of the track changes within the policy were included in the report.

Committee was informed that the Council had not used its RIPA powers within the last 12 months to date.

RESOLVED THAT COMMITTEE:

1. Note the usage of RIPA during the period to date.
2. Approve the amended RIPA policy as detailed in the report.

291 OFFICE FOR LOCAL GOVERNMENT AND BEST VALUE GUIDANCE

The Chief Executive submitted a report for information in regard to the creation of the Office for Local Government (Oflog) and the publication of new Best Value Guidance. Oflog would provide authoritative and accessible data, and analysis, about the performance of local government and support its improvement. The report detailed the metrics of data that would be collected.

The Best Value Guidance set out the Government's view of the characteristics of a well-run authority and included indicators to identify authorities that ultimately could face Statutory Government Intervention. A further report would be brought to Committee once the Best Value Guidance was issued.

292 MINUTES OF WORKING GROUPS

- (i) Budget Working Group Minutes 19 July 2023

RESOLVED: The minutes of the Budget working group held on 19 July 2023 were submitted for Committee's information.

- (ii) UKSPF Working Group Minutes 18 August 2023

RESOLVED: The minutes of the UKSPF working group held on 18 August 2023 were submitted for Committee's information.

293 REFERENCES FROM COMMITTEES

There were no references from Committees.

294 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from representatives on outside bodies.

295 EXCLUSION OF PRESS AND PUBLIC

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

296 HOUSEHOLD SUPPORT FUND 4

The Director of Economic Development and Planning submitted a report updating Committee on the Household Support Fund Round 4 (HSF4) and seeking approval for a second round of applications.

LCC had confirmed it would be allocating £240,000 to RVBC for the year 2023/24, and the Grant Agreement confirmed that £120,000 would be received in June 2023 and £120,000 in October 2023.

A supermarket voucher application scheme ran initially from 3rd July until 1st September 2023, the criteria for which was noted in the report. At the time of the report, 262 vouchers equating to £75,900 had been issued, and 97 applications were awaiting determination and Officers felt these would be processed in a matter of weeks using the remaining funding.

The second round of applications would run from 2 October 2023 to 1 December 2023. Members felt that initially the scheme should be open to new applicants only, and requested an update in January 2024 to consider the amount of funding remaining and if previous applicants could then be considered.

RESOLVED THAT COMMITTEE:

1. Approve a second round of applications with the same criteria as round one to run from 2nd October until 1st December 2023.
2. Agree that round one applicants would not be eligible to apply again in round two.
3. Request an update in January 2024 to consider any remaining funding and whether to open up the application process to previously successful applicants.

297 UK SHARED PROSPERITY FUND

The Director of Economic Development and Planning submitted a report updating members in respect of the use of the Council's UK Shared Prosperity Fund (UKSPF)

allocation for 2023/24 and seeking approval to continue with one of the identified projects.

In March 2023, Committee resolved to use £300,000 of the 2023/24 UKSPF allocation to give to LCC to undertake improvements on Castle Street. Discussions with LCC had progressed and LCC proposed that the project would be a collaboration agreement, a draft of which was detailed in the report. LCC would design the scheme, run the project, procure the contract and manage the finances, and RVBC would be a member of the project board overseeing the project, and act as a point of contact for the public on the scheme.

The proposed works to Castle Street sought to undertake much needed resurfacing works and an improved road layout. The Council's contribution to the project secured an enhanced palette of materials over and above those used for standard highway maintenance. LCC had confirmed that without the Council's contribution no works would be undertaken.

A representative for LCC attended the meeting to present an overview of the proposal and took questions from Members.

Members were keen to strengthen the agreement with LCC; wanted more information on the role of RVBC; reassurance that the RVBC will be consulted in order to ensure proper management; and assurances that the full remit of the works could be completed within budget and without compromise.

Members discussed the proposal at length, and ultimately felt that the project was a good opportunity for Clitheroe which if missed may not be available in the future.

The report also provided Members with an overall update on UKSPF projects to date, and Officers confirmed that further UKSPF Working Group meetings were planned to determine the further project applications under the UKSPF scheme.

RESOLVED THAT COMMITTEE:

1. Agree that the Council should proceed with the Castle Street Project based on a collaboration style arrangement with LCC as an RVBC project, subject to delegation to the Chief Executive, the Leader of the Council, and the Leader of the Opposition to further negotiate the agreement with LCC.
2. Note the progress on UKSPF projects to date.

298

YOUTH AND COMMUNITY CENTRE, TOWNELEY BUILDINGS BERRY LANE, LONGRIDGE

The Director of Community Services submitted a report requesting that Committee approve an additional £27,500 be added to the capital programme to carry out urgent roof repairs to the building known as the Youth and Community Centre Towneley Buildings, Berry Lane, Longridge.

The building which was leased from the Council by Lancashire County Council, had undergone damage to the roof due to poor weather and rainwater, resulting in internal damage and causing the internal power supply to malfunction. LCC has relocated its youth and community services until the building was made safe and fit for purpose.

The Council had obtained three quotations for the required works in compliance with its Contract Procedure Rules, and the specification and estimates for the works were

included in the report. There was no budget in the capital scheme for the works therefore it was proposed that the works be funded from earmarked reserves, with the sum included as an additional budget within the capital programme for the year 2023/24.

RESOLVED THAT COMMITTEE:

Approve that the additional budget of £27,500 be added to the capital programme for the year 2023/24 to complete the urgent remedial works to the Centre, as noted in the report. This would be funded from the VAT shelter earmarked reserve.

299

LOCAL TAXATION WRITE OFFS

The Director of Resources & Deputy Chief Executive submitted a report seeking Committee's approval to write off certain Council Tax and Business Rates debts relating to individuals.

RESOLVED THAT COMMITTEE:

Approve writing off £11,659.85 of Council Tax debts plus £365.00 costs and £8,098.24 of Business Rates debt plus £240.00 costs where it had not been possible to collect the amount due.

300

ROEFIELD LOAN REQUEST UPDATE

The Director of Resources & Deputy Chief Executive submitted a report for information updating Committee on the latest position in regard to the request from Roefield for a further loan.

The loan request had been discussed at the Committee meeting of 20 June 2023 where Committee had resolved that:

Min No: 117

ROEFIELD LEISURE FURTHER LOAN REQUEST RESOLVED THAT COMMITTEE:

1. Request up to date detailed financial information.
2. Report back to Committee for consideration.

Following review of the information provided it was felt that further figures were required including actual income and expenditure to the end of September 2023 and the Budget forecast for the next financial year.

RESOLVED THAT COMMITTEE:

Note the information supplied and request actual figures up to the end of September once available, and the budget forecast for the next financial year.

The meeting closed at 8.41 pm

If you have any queries on these minutes please contact the committee clerk, Rebecca Tait 01200 414408 rebecca.tait@ribblevalley.gov.uk.

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Minutes of Parish Councils Liaison

Meeting Date: Thursday, 14 September 2023, starting at 6.30 pm
Present: Councillor M Highton (Chair)

Councillors:

K Horkin	G Hibbert
G Scott	M Peplow
R Walsh	N Stubbs
D Brocklehurst	

Parish Representatives:

T Austin	Billington and Langho
S Farmer	Billington and Langho
S O'Callaghn	Clayton le Dale
A Schofield	Clayton le Dale
J Hargreaves	Dutton
P Atkinson	Grindleton
L Halley	Grindleton
M Gee	Hothersall
D Jackson	Longridge
S Rostron	Paythorne and Newsholme
S Greenhough	Read
G Mason	Ribchester
K Buckley	Sabden
M Wood	Salesbury
D Peat	Simonstone
J Hampson	Simonstone

In attendance: Chief Executive, Head of Strategic Planning and Housing and the Partnership Officer

Also in attendance: Sergeant K Day (police officer) and J Moran (Integrated Place Leader for East Lancashire)

301 APOLOGIES FOR ABSENCE

Apologies for absence were received from Borough Councillors K Barnsley, D Birtwhistle, S Cowman, C McFall, S O'Rourke and M Robinson.

Apologies were also received from R Porter of Chatburn Parish Council and M Hacking of Read Parish Council.

302 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 22 June 2023 were approved as a correct record and signed by the Chairman.

303 DECLARATIONS OF DISCLOSABLE PECUNIARY, OTHER REGISTRABLE AND NON REGISTRABLE INTERESTS

There were no declarations of disclosable pecuniary, other registrable or non-registrable interests.

304

NEW POLICING MODEL

Sergeant Kevin Day gave a presentation on the new policing model that has been adopted in the Ribble Valley. It was noted that the change marked an end to the hybrid policing model where officers were performing both neighbourhood and response roles.

Sgt Day outlined that under the new model there will be a dedicated response team and a separate neighbourhood policing team. The response team will operate 24 hours per day and will be composed of dedicated Ribble Valley officers. The neighbourhood team will also now have an additional four community beat managers, who will be working alongside the PCSO's.

The role of the rural task force was outlined and it was confirmed that they will be getting an additional officer, to bring their number to five.

Sgt Day answered questions from Committee and advised that Clitheroe police station is now open Mondays – Fridays from 9am – 1pm. He further confirmed that officers would continue to attend Parish Council meetings, as long as they have been provided with details of the meeting dates.

305

LANCASHIRE PLACE INITIATIVE

Jackie Moran, the Integrated Place Leader for East Lancashire gave a presentation on the introduction to the new Places in Lancashire and South Cumbria and the Lancashire Place journey to date.

The presentation covered the following:

1. Providing an update on the new system arrangements, and specifically, the development of the new Lancashire Place
2. Providing an update on the emerging arrangements for the East Lancashire locality.
3. Consideration of some of the big questions / areas for development and a timeframe for next steps.

Jackie Moran then listened to concerns raised and answered various questions from the Committee. She confirmed her hope that Place could influence local policy and re-iterated the importance of training and technology going forward.

Jackie's message was that Place Initiative is striving to achieve the best outcomes for the best value and that they are seeking for improvements for residents.

306

ELECTION ACT UPDATE

The Chief Executive submitted a report informing Committee about the provisions of the Elections Act 2022 which were due to come into force.

Members were reminded that the Elections Act 2022 had made a range of changes to electoral law and processes, and the first tranche of changes had included the introduction of Voter ID and new accessibility requirements which were implemented for the elections in May 2023. The second tranche of changes would come into force in advance of the May 2024 polls relating to:

- Absent Voting
- Overseas elections
- EU citizens' voting and candidacy rights
- Postal vote handling and secrecy and commonly used names

The changes would apply to the following types of elections:

- UK Parliamentary elections in Great Britain
- Local Elections in England – including mayoral elections
- Police and Crime Commissioner elections in England and Wales

Further details and the implications of the above changes were explained in the report.

Discussion also took place around voter ID for elections, publicity for the changes and ensuring that people are voting in the correct ward.

307 REFERENCES FROM COMMITTEES

308 HEALTH & HOUSING - GRANTS ADMINISTERED BY THE HOUSING SECTION

The Director of Economic Development and Planning submitted a report providing Committee with a summary of all the different grant types that are administered by the Housing Team.

309 MATTERS BROUGHT FORWARD BY PARISH COUNCILS

RURAL ENGLAND PROSPERITY FUND (REPF)

The Partnership Officer informed Committee that Ribble Valley Borough Council were now inviting expressions of interest for the REPF grant programme. The scheme is for capital projects and grants of up to £50,000 are available to eligible organisations. It was noted that all relevant information and criteria for the scheme was on the Council's website.

HARP

The Chief Executive provided an update as to the current position, advising that work was underway to create the legal agreements required in order for the project to commence.

He confirmed that Council officers were more than happy to meet with Parish Councillors to discuss HARP. In addition, there would be a Community Liaison Officer appointed who could attend Parish Council meetings and the creation of a Community Board, consisting of officers from RVBC and LCC, United Utilities and other statutory undertakers.

310 DATE AND TIME OF NEXT MEETING

The Chairman informed the committee that the next meeting would be on 9 November 2023 at 6.30pm.

The meeting closed at 8.09 pm

If you have any queries on these minutes please contact the committee clerk, Jenny Martin jenny.martin@ribblevalley.gov.uk.

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Minutes of Planning and Development

Meeting Date: Thursday, 21 September 2023, starting at 6.30 pm
Present: Councillor S Brunskill (Chair)

Councillors:

T Austin	K Horkin
D Brocklehurst	S O'Rourke
I Brown	K Spencer
S Fletcher	N Stubbs
M French	L Jameson
S Hore	

In attendance: Director of Economic Development and Planning, Head of Development management and Building Control and Solicitor

Also in attendance: Councillors R Walsh and G Scott

311 APOLOGIES FOR ABSENCE

Apologies for absence for the meeting were received from Councillors S Bibby, L Edge and J Rogerson.

In Councillor Bibby's absence, Councillor S Brunskill acted as Chair for the meeting, save as outlined below.

312 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 24 August 2023 were approved as a correct record and signed by the Chair.

313 DECLARATIONS OF DISCLOSABLE PECUNIARY, OTHER REGISTRABLE AND NON REGISTRABLE INTERESTS

Councillor S Brunskill declared an interest in Agenda Item 5(b) – Planning Application Land south of Causeway Farm, Balderstone

314 PUBLIC PARTICIPATION

There was no public participation.

315 PLANNING APPLICATIONS UNDER THE TOWN AND COUNTRY PLANNING ACT 1990

316 3/2023/0421 - Fairfield Farm Longsight Road Clayton-le-Dale BB2 7JA

RESOLVED THAT COMMITTEE:

Grant planning permission 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 by Section 51 of the Planning and Compulsory Purchase Act 2004.

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

- Location Plan (dwg no.EX.00 Rev A)
- Proposed Site Plan, Floor Plans, and Elevations (dwg no. PL.01 Rev C)
- Proposed Roof Plan (dwg no. PL.02 Rev A)

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

3. The materials to be used on the external surfaces of the development as indicated within the application form and on approved drawing(s) 'Proposed Site Plan, Floor Plans and Elevations' (dwg no. PL.01 Rev C) shall be implemented as indicated.

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

4. The installation of a Greenwoods Ecohabitats Two Chamber Bat Box or Kent Bat Box shall be incorporated into the site during the construction stage of the development and made available for use before the extension(s) hereby approved is first brought into use and thereafter retained.

REASON: In the interest of biodiversity and to enhance roosting opportunities for species conservation concern and to minimise/ mitigate the potential impacts upon protected species resultant from the development.

INFORMATIVE:

The granting of any planning permission does not entitle a developer to obstruct a right of way. Any proposed stopping-up or diversion of a right of way should be the subject of an Order under the appropriate Act. The applicant is advised to contact Lancashire County Council's Public Rights of Way section by email on PROW@lancashire.gov.uk, quoting the location, district and planning application number to discuss their proposal before any development works begin.

317 3/2023/0148 - Land south of Causeway Farm Balderstone

The Chair, Councillor S Brunskill left the room and took no part in the vote. Councillor S Hore was appointed as Chairman for this agenda item.

Ms Vanessa Rowell spoke in support of the application.

Balderstone Parish Councillor, Mr Colin Everett spoke against the application.

Councillor R Walsh was given permission to speak against the application.

It was noted that in the original published report on this item, the response of Balderstone Parish Council was not included. An apology was given for this omission. It was confirmed that their response had been added into the late item report that had been published.

RESOLVED THAT COMMITTEE:

Refuse planning permission for the following reasons:

1. The proposed development would result in large scale commercial development outside of a defined settlement boundary which fails to meet any of the exception criteria for allowing development in such locations and which would be dependent on the use of private motor vehicles. The harm that would arise by allowing this inappropriate development in a countryside location would be contrary to Policies DMG1, DMG2 and EC1 of the Ribble Valley Core Strategy 2008 -2028 as well as the National Planning Policy Framework which supports sustainable patterns of development. There are no material considerations which justify deviating from the Development Plan in this case.

2. The proposed development, by virtue of its overall scale and footprint, would result in the introduction of an incongruous, unsympathetic, and discordant form of development, of an overtly suburban appearance, particularly when viewed from the A59 approaching the site and Public Footpaths FP0304060, FP0304061, FP0304062, FP0304063 and FP0304064. The loss of over 100m of hedgerow (classed as Habitat of Principle Importance) adjacent to the prominent road frontage together with a further 40m of hedgerow being reduced to 1.5m in order to accommodate the site access and sightlines would result in further environmental harm. The resultant impact fails to protect key landscape features or respond positively to the inherent visual and landscape character of the area contrary to Policies DMG1, DMG2, DME1, DME2 and DMB5 of the Ribble Valley Core Strategy 2008 – 2028.

3. The proposal fails to demonstrate that appropriate assessments have been carried out to fully assess the impacts upon Great Crested Newts and appropriate mitigation required. As such there is uncertainty over whether a Natural England (protected species) license is required, and in the event that it is required, then it is the Local Planning Authority's view that it is unlikely to be granted. Therefore, the proposal fails to adequately protect and enhance protected species and habitat contrary to Key Statement EN4 and policy DME3 of the Ribble Valley Core Strategy 2008 -2028 as well as the National Planning Policy Framework.

4. The proposal fails to demonstrate that the proposed site access arrangements are safe and suitable to serve the development. These highway safety concerns mean the development is contrary to Policy DMG1 of the Ribble Valley Core Strategy 2008 - 2028 as well as the National Planning Policy Framework.

Councillor S Hore stood down as Chairman and Councillor S Brunskill returned to the meeting.

318 3/2023/0100 - Land west of Preston Road Longridge PR3 3BE

Councillors noted the late item report.

RESOLVED THAT COMMITTEE:

Defer and delegate to the Director of Economic Development and Planning for approval following the satisfactory completion of a Legal Agreement (with instruction from Committee for the Section 106 Agreement to secure education contributions towards the new primary school in Longridge as option 1 followed by the expansion of an existing primary school within the Ribble Valley borough area as option 2) and 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 by Section 51 of the Planning and Compulsory Purchase Act 2004.

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

- Location Plan Dwg no LOC01
- Site Plan 1 Dwg no PL01 REV F
- Single & Twin Garage Types Dwg no GAR-01
- The Sandford SAND-01, SAND-02 and SAND-03
- The Rensford RENS-01, RENS-02 and RENS-03 (plot 268 only)
- The Lemsford LEMS-01, LEMS-02
- The Chelford CHEL-01, CHEL-02
- The Scotswood SCOT-01
- The Hartwood HART-01
- The Cedarwood CEDA-01
- The Denton DENT-01
- Bungalow BUN-01, BUN-02, BUN-03
- Landscape Masterplan Dwg no R/2012/19F
- Landscape Details Dwg no R/2012/20E
- Landscape Details Dwg no R/2012/21C
- Landscape Details Dwg no R/2012/22A
- Landscape Details Dwg no R/2012/23E
- Materials Plan Dwg no MP01 REV E

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

3. The materials to be used on the external surfaces of the development as indicated on Proposed Plan: Materials Plan Dwg no MP01 REV E shall be implemented as indicated unless otherwise agreed in writing by the Local planning Authority.

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. The approved landscaping scheme (Landscape Details Dwg no R/2012/20E, Landscape Details Dwg no R/2012/21C, Landscape Details Dwg no R/2012/22A, Landscape Details Dwg no R/2012/23E and Landscape Masterplan Dwg no R/2012/19F) shall be implemented in accordance with a timetable that shall be submitted to and approved in writing by the Local Planning Authority prior to slab level being reached for any dwelling hereby approved. Once implemented, the approved landscaping 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 that the site is sufficiently landscaped within an appropriate timescale and to comply with Policy DMG1 of the Ribble Valley Core Strategy.

5. No dwelling hereby approved shall be first occupied until the new estate road(s) affording access to those dwelling(s) has been constructed in accordance with the Lancashire County Council Specification for Construction of Estate Roads to at least base course level.

In the event that the new estate road is not proposed for adoption by the Local Highway Authority then details of their road construction (surface materials and depth) and highway infrastructure (footways, street lighting, drainage) shall be submitted to, and approved in writing by, the Local Planning Authority. No dwelling hereby approved shall be first occupied until the new estate road(s) affording access to that dwelling has been constructed in accordance with the approved details.

REASON: To ensure that the road surfaces are visually acceptable and that any private roads are of sufficiently adequate construction to support any loading applied to them to enable effective waste management and emergency services access, and that the necessary infrastructure is provided.

6. Prior to the first occupation of any dwelling, the proposed arrangements for future management and maintenance of the roads/ footways/ cycleways within the development shall be submitted to, and approved in writing by, the Local Planning Authority. These details shall include a plan showing areas of highway proposed for adoption by the Local Highway Authority and any areas proposed for private management.

Should the plan required as per the above show that any highway within the estate would be privately managed, details of a Road Management Plan to detail how those sections of highway would be maintained in perpetuity, such as a private management and maintenance company to be established if applicable, shall be submitted to and approved in writing by the Local Planning Authority. The highway shall thereafter be maintained in accordance with the approved management and maintenance details or until such time as an agreement has been entered into under section 38 of the Highways Act 1980.

Should the plan required as per the above show that any highway within the estate would be proposed for adoption by the Local Highway Authority, those roads/ footways/ cycleways shall be made up to, and retained thereafter to, the Local Highway Authority's Adoptable Standards.

REASON: To ensure that all highways, footways and cycleways will be maintained to a sufficient standard by either the Local Highway Authority or by a site management company.

7. Prior to occupation of the 50th residential dwelling hereby approved, the new footpath/cycleway as shown on drawing number Site Plan 1 Dwg no PL01 REV F shall be provided within the site and extending up to the site boundaries.

For the avoidance of doubt the footpath/cycleway shall be constructed to a minimum width of 3.5m, surfaced and with footway lighting provision. Details of construction, surfacing, lighting, management and maintenance will be required to be submitted prior to commencement of the construction of the footpath/cycleway.

REASON: To provide a safe and adequate standard of provision for the movement of pedestrians and cyclists within the site and to ensure adequate permeability and connectivity with adjacent development and the existing highway/pedestrian network in accordance with Key Statement DMI2 and Policies DMG1 and DMG3 of the Ribble Valley Core Strategy.

8. The works hereby approved are to be carried out in accordance with the Construction Environmental Management Plan Version 1 (January 2023).

REASON: In the interests of highway safety and residential amenity in accordance with DMG1.

9. 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 during the full construction period.

REASON: To prevent stones and mud being carried onto the public highway and to ensure the continued safe operation of the highway during the construction phase(s) of the development in accordance with Policies DMG1 and DMG3 of the Ribble Valley Core Strategy.

10. No development shall commence in any phase until a detailed, final surface water sustainable drainage strategy for the site has been submitted to, and approved in writing by, the Local Planning Authority.

The detailed surface water sustainable drainage strategy shall be based upon the site specific flood risk assessment [and indicative surface water sustainable drainage strategy] submitted and sustainable drainage principles and requirements set out in the National Planning Policy Framework, Planning Practice Guidance and Defra Technical Standards for Sustainable Drainage Systems.

No surface water shall be allowed to discharge to the public foul sewer(s), directly or indirectly.

The details of the drainage strategy to be submitted for approval shall include, as a minimum;

a) Sustainable drainage calculations for peak flow control and volume control for the:

i. 100% (1 in 1-year) annual exceedance probability event;

ii. 3.3% (1 in 30-year) annual exceedance probability event + 40% climate change allowance, with an allowance for urban creep;

iii. 1% (1 in 100-year) annual exceedance probability event + 50% climate change allowance, with an allowance for urban creep

Calculations must be provided for the whole site, including all existing and proposed surface water drainage systems.

b) Final sustainable drainage plans appropriately labelled to include, as a minimum:

i. Site plan showing all permeable and impermeable areas that contribute to the drainage network either directly or indirectly, including surface water flows from outside the curtilage as necessary;

ii. Sustainable drainage system layout showing all pipe and structure references, dimensions and design levels; to include all existing and proposed surface water drainage systems up to and including the final outfall;

iii. Details of all sustainable drainage components, including landscape drawings showing topography and slope gradient as appropriate;

iv. Drainage plan showing flood water exceedance routes in accordance with Defra Technical Standards for Sustainable Drainage Systems;

v. Existing and Finished Floor Levels (FFL) in AOD with adjacent ground levels for all sides of each building and connecting cover levels to confirm minimum 150 mm+ difference for FFL;

vi. Details of proposals to collect and mitigate surface water runoff from the development boundary;

vii. Measures taken to manage the quality of the surface water runoff to prevent pollution, protect groundwater and surface waters, and delivers suitably clean water to sustainable drainage components;

c) Evidence of an assessment of the site conditions to include site investigation and test results to confirm infiltrations rates and groundwater levels in accordance with BRE 365.

d) Evidence of an assessment of the existing on-site watercourse to be used, to confirm that these systems are in sufficient condition and have sufficient capacity to accept surface water runoff generated from the development.

e) Evidence that a free-flowing outfall can be achieved. If this is not possible, evidence of a surcharged outfall applied to the sustainable drainage calculations will be required.

The sustainable drainage strategy shall be implemented in accordance with the approved details.

REASON: To ensure satisfactory sustainable drainage facilities are provided to serve the site in accordance with the Paragraphs 167 and 169 of the National Planning Policy Framework, Planning Practice Guidance and Defra Technical Standards for Sustainable Drainage Systems.

11. The occupation of the development shall not be permitted until a site-specific Operation and Maintenance Manual for the lifetime of the development, pertaining to the surface water drainage system and prepared by a suitably competent person, has been submitted to and approved in writing by the Local Planning Authority. The details of the manual to be submitted for approval shall include, as a minimum:

a) A timetable for its implementation;

b) Details of the maintenance, operational and access requirement for all SuDS components and connecting drainage structures, including all watercourses and their ownership;

c) Pro-forma to allow the recording of each inspection and maintenance activity, as well as allowing any faults to be recorded and actions taken to rectify issues;

d) The arrangements for adoption by any public body or statutory undertaker, or any other arrangements to secure the operation of the sustainable drainage scheme in perpetuity; e) Details of financial management including arrangements for the replacement of major components at the end of the manufacturer's recommended design life;

f) Details of whom to contact if pollution is seen in the system or if it is not working correctly; and

g) Means of access for maintenance and easements. Thereafter the drainage system shall be retained, managed, and maintained in accordance with the approved details.

REASON: To ensure that surface water flood risks from development to the future users of the land and neighbouring land are minimised, together with those risks to controlled waters, property, and ecological systems, and to ensure that the sustainable drainage system is subsequently maintained pursuant to the requirements of Paragraph 169 of the National Planning Policy Framework.

12. The occupation of the development shall not be permitted until a site-specific verification report, pertaining to the surface water sustainable drainage system, and prepared by a suitably competent person, has been submitted to and approved in writing by the Local Planning Authority. The verification report must, as a minimum, demonstrate that the surface water sustainable drainage system has been constructed in accordance with the approved drawing(s) (or detail any minor variations) and is fit for purpose. The report shall contain information and evidence, including photographs, of details and locations (including national grid references) of critical drainage infrastructure (including inlets, outlets, and control structures) and full as-built drawings. The scheme shall thereafter be maintained in perpetuity.

REASON: To ensure that surface water flood risks from development to the future users of the land and neighbouring land are minimised, together with those risks to controlled waters, property, and ecological systems, and to ensure that the development as constructed is compliant with the requirements of Paragraphs 167 and 169 of the National Planning Policy Framework.

13. Within 3 months of commencement of any phase of development hereby approved, full details of the siting, scale, appearance, delivery timeframe and management arrangements of all play equipment or street furniture shall be submitted to and approved in writing by the Local Planning Authority. For the avoidance of doubt the submitted details shall include the phasing and timings of the installation of such provision and equipment. The development shall be carried out in strict accordance with the approved details.

REASON: To comply with Policies DMG1 and DMB4 of the Ribble Valley Core Strategy, to ensure a satisfactory standard of appearance in the interests of the visual amenities of the area to ensure adequate usable open space provision is provided for

future residents/occupier of the development within an appropriate and acceptable timeframe.

14. Prior to commencement of any development hereby approved the applicant shall obtain a modified European Protected Species Mitigation Licence for any licensable works as required by Natural England and as modified as outlined within the Updated Ecology Survey dated 19th January 2023. A copy of the licence obtained shall then be submitted to and approved in writing by the local planning authority.

The actions, methods & timings included in the mitigation measures identified and the conditions of the Natural England Licence shall be fully implemented and adhered to throughout the lifetime of the development.

REASON: To ensure the protection of species/habitat protected by the Wildlife and Countryside Act 1981 (as Amended) and in the interests of biodiversity and to enhance habitat opportunities for species of conservation concern/protected species and to minimise/mitigate the potential impacts upon protected species resultant from the development in accordance with Key Statement EN4 and Policy DME3 of the Ribble Valley Core Strategy.

15. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 2015 (or any Order revoking, amending or re-enacting that Order), all garages hereby permitted shall be maintained as such and shall not be converted to or used as additional living accommodation that would preclude its ability to accommodate parked motor vehicles unless a further planning permission has first been granted in respect thereof.

REASON: To allow for the effective use of the parking areas in accordance with Policy DMG3 of the Ribble Valley Core Strategy.

16. The car parking and manoeuvring areas for each dwelling as shown on the approved plans shall be marked out and made available for use before each dwelling hereby permitted becomes operative and permanently maintained thereafter.

REASON: To allow for the effective use of the parking areas in accordance with Policy DMG3 of the Ribble Valley Core Strategy.

17. Prior to the first occupation of any dwelling hereby approved details of the provision of electric vehicle charging points within the boundary of the site shall have been submitted to and approved in writing by the local planning authority. These shall have been made available for use prior to the first occupation of the dwelling and thereafter retained as such.

REASON: To contribute towards sustainable transport objectives and the reduction of harmful vehicle emissions.

18. Prior to the commencement of development details of the existing and proposed ground, slab and finished floor levels shall be submitted to and approved in writing by the Local Planning Authority.

The ground, slab and finished floor levels shall be constructed and completed in accordance with the approved details.

REASON: To ensure that the development has a satisfactory visual impact on the streetscene, a satisfactory impact on neighbouring residential amenity and has a minimum risk of flooding.

19. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 2015 (as amended) (Schedule 2, Part 1, Classes A to E), or any subsequent re-enactment thereof, no development of that permitted in the above order shall be constructed on plots 252-254, 203, 207, 156-157, 186-194 and 217-222 without express planning permission first being obtained.

REASON: To ensure that the development has a satisfactory impact on neighbouring residential amenity.

20. Cycle storage shall be provided within the site in the locations identified on the approved plan (Site Plan 1 Dwg no PL01 REV F) prior to the occupation of the dwelling to which they relate. All cycle storage shall be enclosed and lockable. The approved details shall be retained and made available for use at all times thereafter.

REASON: In order that the Local Planning Authority may ensure that the development provides adequate provision for the storage of bicycles to encourage the use of sustainable means of transport.

21. Notwithstanding the details submitted, details of 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 in writing by the Local Planning Authority prior to slab level being reached for any dwelling hereby approved. The approved details shall be provided prior to first occupation of the dwelling to which they relate.

REASON: To ensure that the development has a satisfactory visual impact on the streetscene and a satisfactory impact on highway safety.

22. Prior to slab level being reached for any dwelling hereby approved, a scheme which identifies opportunities for biodiversity enhancement on site including (but not limited to) bat bricks and/or tubes within the new development, bird boxes, bat boxes and suitable sized gaps/corridors at ground level to encourage wildlife movement shall be submitted to and approved in writing by the Local Planning Authority.

The approved details shall be implemented prior to occupation of the dwelling to which they relate or, if within public areas, at the same time as those areas are delivered. The agreed scheme shall be retained in perpetuity and the wildlife corridor shall thereafter remain free from obstructions which would preclude their use by wildlife.

REASON: Such a scheme was not submitted with the application but is necessary to secure opportunities for the enhancement of the nature conservation value of the site in the interests of ecology and biodiversity and in accordance with the Wildlife and Countryside Act 1981.

319 3/2022/0966 - Crow Trees Farm Crow Trees Brow Chatburn BB7 4AA

Councillors noted the late item report.

Ms Sarah Jones and Mr Sam Fleuriot spoke in support of the application.

Councillor G Scott was given permission to speak against the application.

Councillor D Brocklehurst left the meeting during this item and did not take part in the vote.

RESOLVED THAT COMMITTEE:

Defer and delegate to the Director of Economic Development and Planning for approval following the satisfactory completion of a Legal Agreement and 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 by Section 51 of the Planning and Compulsory Purchase Act 2004.

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

- Location Plan Ref 21/139/L01
- Proposed Site Layout Ref 21/139/P01D
- Mews Block Proposed Floor Plans & Elevations Ref 21/138/AF01B
- The Bristow (Apartment Block) Proposed Floor Plans & Elevations Ref 21/139/AF02B
- The Marsden (2H795) Proposed Floor Plans & Elevations Ref 21/139/AF03A
- The Bransfield (3H951) Proposed Floor Plans & Elevations Ref 21/139/AF04A
- The Wainwright (3H1079) Proposed Floor Plans & Elevations Ref 21/139/AF05A
- The Wainwright (3H1057) Proposed Floor Plans & Elevations Ref 21/139/AF06A
- The Ruxton (2B719) Proposed Floor Plans & Elevations Ref 21/139/AF07B
- The Hastings and Burton Semi (2B744) Proposed Floor Plans & Elevations Ref 21/139/AF09A
- Proposed Main House Refurbishment and Extension of Store to form Garage Ref 21/139/CO1A
- Proposed Barn Conversion & Extension Floor Plans & Elevations Ref 21/139/C02A
- Proposed Dutch Barn Conversion (Annex accommodation to dwelling) Floor Plans & Elevations Ref 21/139/C03A
- Site Sections and Street Scene Ref 21/139/SS01C
- Proposed Boundary Treatment Details Ref 21/139/PO4B
- Detached Garage to Barn Conversion Ref 21/139/GO4
- Landscape Layout 4265/101D

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

3. Notwithstanding the submitted details, the details or specifications of all materials to be used on the external surfaces of the development hereby approved shall have been submitted to and approved in writing by the Local Planning Authority before their use in the proposed development. The approved materials 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 materials to be used are appropriate to the locality and respond positively to the inherent character of the area.

4. No development shall take place until full details of both hard and soft landscaping works have been submitted to and approved in writing by the Local Planning Authority. These details shall include areas of soft landscaping (including any retained trees, hedgerows and other planting and any replanted or transplanted hedgerows), hard surfaced areas and materials, planting plans specifications and schedules (including plant size, species and number/ densities), existing landscaping to be retained, and shall show how account has been taken of any underground services. The details will be expected to be in general accordance with the approved Landscape layout plan (4265/101D).

The soft landscaping works shall be carried out in accordance with the approved details within the first planting season following occupation of the dwelling to which they relate to, or in the case of landscaping within public areas, prior to occupation of the 20th dwelling hereby approved. The hard landscaping works shall be carried out in accordance with the approved details prior to first occupation of the dwelling to which they relate.

Any trees or shrubs planted in accordance with this condition which are removed, uprooted, destroyed, die, or become severely damaged or seriously diseased within 10 years of planting, or any trees or shrubs planted as replacements shall be replaced within the next planting season by trees or shrubs of similar size and species to those originally required to be planted, unless the Local Planning Authority gives its written consent to any variation.

REASON: To ensure the site is satisfactorily landscaped in the interests of visual amenity and ecology and to ensure compliance with the Wildlife and Countryside Act 1981.

5. (a) The new estate road for the new build dwellings phase of development shall be constructed in accordance with the Lancashire County Council Specification for Construction of Estate Roads to at least base course level for a distance of 10 metres into the site from the highway before any other development associated with that phase takes place within the site.

(b) No new build dwelling hereby approved shall be first occupied until the new estate road(s) affording access to those dwelling(s) has been constructed in accordance with the Lancashire County Council Specification for Construction of Estate Roads to at least base course level.

(c) In the event that the new estate road is not proposed for adoption by the Local Highway Authority then details of their road construction (surface materials and depth) and highway infrastructure (footways, street lighting, drainage) shall be submitted to, and approved in writing by, the Local Planning Authority. No new build dwellings hereby approved shall be first occupied until the new estate road(s) affording access to such dwellings has been constructed in accordance with the approved details.

REASON: To ensure that the road surfaces are visually acceptable and that any private roads are of sufficiently adequate construction to support any loading applied to them to enable effective waste management and emergency services access, and that the necessary infrastructure is provided.

6. (a) Prior to the first occupation of any new build dwelling, the proposed arrangements for future management and maintenance of the roads/ footways/ cycleways associated with that phase of the development shall be submitted to, and approved in writing by, the Local Planning Authority. These details shall

include a plan showing areas of highway proposed for adoption by the Local Highway Authority and any areas proposed for private management.

(b) Should the plan required as per the above show that any highway within the estate would be privately managed, details of a Road Management Plan to detail how those sections of highway would be maintained in perpetuity, such as a private management and maintenance company to be established if applicable, shall be submitted to and approved in writing by the Local Planning Authority. The highway shall thereafter be maintained in accordance with the approved management and maintenance details or until such time as an agreement has been entered into under section 38 of the Highways Act 1980.

(c) Should the plan required as per the above show that any highway within the estate would be proposed for adoption by the Local Highway Authority, those roads/ footways/ cycleways shall be made up to, and retained thereafter to, the Local Highway Authority's Adoptable Standards.

REASON: To ensure that all highways, footways and cycleways will be maintained to a sufficient standard by either the Local Highway Authority or by a site management company.

7. No part of the new build phase of development hereby permitted shall be occupied until such time as the western site access arrangements shown on LMP drawing number 21/139/P01 Rev D have been implemented in full.

REASON: To ensure that vehicles entering and leaving the site may pass each other clear of the highway, in a slow and controlled manner, in the interests of general highway safety and in accordance with the National Planning Policy Framework (2021).

8. No part of the new build phase of development hereby approved shall commence until a scheme for the construction of the site access and the off-site works of highway mitigation namely:

- Tactile paving provided on both sides of the footway at the two junctions serving the site.
- Highway signage improvement scheme (from the site to Mill Hay Barn, Sawley Road, Chatburn).

has been submitted to, and approved in writing by, the Local Planning Authority including a timetable for implementation. The works shall be completed in accordance with the approved details including approved timetable.

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.

9. No part of the new build phase of development shall take place, including any works of demolition or site clearance, until a Construction Management Plan (CMP) or Construction Method Statement (CMS) has been submitted to, and approved in writing by the local planning authority. The approved plan / statement shall provide:

- 24 Hour emergency contact number;
- Details of the parking of vehicles of site operatives and visitors;
- Details of loading and unloading of plant and materials;
- Arrangements for turning of vehicles within the site;

- Swept path analysis showing access for the largest vehicles regularly accessing the site and measures to ensure adequate space is available and maintained, including any necessary temporary traffic management measures;
- Measures to protect vulnerable road users (pedestrians and cyclists);
- The erection and maintenance of security hoarding including decorative displays and facilities for public viewing, where appropriate;
- Wheel washing facilities;
- Measures to deal with dirt, debris, mud or loose material deposited on the highway as a result of construction;
- Measures to control the emission of dust and dirt during construction;
- Details of a scheme for recycling/disposing of waste resulting from demolition and construction works;
- Construction vehicle routing;
- Delivery, demolition and construction working hours.

The approved Construction Management Plan or Construction Method Statement shall be adhered to throughout the construction period for the development.

REASON: In the interests of the safe operation of the adopted highway during the demolition and construction phases.

10. No part of the new build development hereby permitted shall be occupied until such time as vehicular visibility splays of 2.4 metres by 63 metres to the north and 2.4 metres by 61 metres to the south have been provided at the western site access. These shall thereafter be permanently maintained with nothing within those splays higher than 1 metres above the level of the adjacent footway/verge/highway.

REASON: To afford adequate visibility at the access to cater for the expected volume of traffic joining the existing highway network, in the interests of general highway safety, and in accordance with the National Planning Policy Framework (2021).

11. No dwelling hereby permitted shall be occupied until such time as the applicable parking and turning facilities serving that dwelling have been implemented in accordance with LMP drawing number 21/139/P01 Rev D. Thereafter the onsite parking provision shall be so maintained in perpetuity.

REASON: To ensure that adequate off-street parking provision is made to reduce the possibility of the proposed development leading to on-street parking problems locally and to enable vehicles to enter and leave the site in a forward direction in the interests of highway safety and in accordance with the National Planning Policy Framework (2021).

12. The development permitted by this planning permission shall be carried out in accordance with the principles set out within the site-specific flood risk assessment (September 2022 / Flood Risk Assessment and Drainage Strategy – 22.1150 / Reford Consulting Engineering Limited).

The measures shall be fully implemented prior to occupation of the development and in accordance with the timing / phasing arrangements embodied within the scheme, or within any other period as may subsequently be agreed, in writing, by the Local Planning Authority in consultation with the Lead Local Flood Authority.

REASON: To ensure satisfactory sustainable drainage facilities are provided to serve the site in accordance with the Paragraphs 167 and 169 of the National Planning Policy Framework, Planning Practice Guidance and Defra Technical Standards for Sustainable Drainage Systems.

13. No development shall commence in any phase (one phase being the new build development, the other phase being the dwelling conversion) until a detailed, final surface water sustainable drainage strategy for that phase has been submitted to and approved in writing by the Local Planning Authority.

The detailed surface water sustainable drainage strategy shall be based upon the site specific flood risk assessment [and indicative surface water sustainable drainage strategy] submitted and sustainable drainage principles and requirements set out in the National Planning Policy Framework, Planning Practice Guidance and Defra Technical Standards for Sustainable Drainage Systems. No surface water shall be allowed to discharge to the public foul sewer(s), directly or indirectly.

The details of the drainage strategy to be submitted for approval shall include, as a minimum:

a) Sustainable drainage calculations for peak flow control and volume control for the:

- i. 100% (1 in 1-year) annual exceedance probability event;
- ii. 3.3% (1 in 30-year) annual exceedance probability event + 40% climate change allowance, with an allowance for urban creep;
- iii. 1% (1 in 100-year) annual exceedance probability event + 50% climate change allowance, with an allowance for urban creep.

Calculations must be provided for the whole site, including all existing and proposed surface water drainage systems.

b) Final sustainable drainage plans appropriately labelled to include, as a minimum:

- i. Site plan showing all permeable and impermeable areas that contribute to the drainage network either directly or indirectly, including surface water flows from outside the curtilage as necessary;
- ii. Sustainable drainage system layout showing all pipe and structure references, dimensions and design levels; to include all existing and proposed surface water drainage systems up to and including the final outfall;
- iii. Details of all sustainable drainage components, including landscape drawings showing topography and slope gradient as appropriate;
- iv. Drainage plan showing flood water exceedance routes in accordance with Defra Technical Standards for Sustainable Drainage Systems;
- v. Existing and Finished Floor Levels (FFL) in AOD with adjacent ground levels for all sides of each building and connecting cover levels to confirm minimum 150 mm+ difference for FFL;
- vi. Details of proposals to collect and mitigate surface water runoff from the development boundary;
- vii. Measures taken to manage the quality of the surface water runoff to prevent pollution, protect groundwater and surface waters, and delivers suitably clean water to sustainable drainage components.

c) Evidence of an assessment of the site conditions to include site investigation and test results to confirm infiltrations rates and groundwater levels in accordance with BRE 365.

d) Evidence that a free-flowing outfall can be achieved. If this is not possible, evidence of a surcharged outfall applied to the sustainable drainage calculations will be required.

- e) Evidence of an agreement in principle with the third party Water and Sewerage Company to connect to the offsite combined sewer.

The sustainable drainage strategy shall be implemented in accordance with the approved details prior to occupation of the development of that phase and/or in accordance with the timing / phasing arrangements embodied within the approved scheme, and shall be retained thereafter for the lifetime of the development.

REASON: To ensure satisfactory sustainable drainage facilities are provided to serve the site in accordance with the Paragraphs 167 and 169 of the National Planning Policy Framework, Planning Practice Guidance and Defra Technical Standards for Sustainable Drainage Systems.

14. No development shall commence in the new build phase of development until a Construction Surface Water Management Plan for that phase, detailing how surface water and stormwater will be managed on the site during construction, including demolition and site clearance operations, has been submitted to and approved in writing by the Local Planning Authority.

The details of the plan to be submitted for approval shall include method statements, scaled and dimensioned plans and drawings detailing surface water management proposals to include for each phase, as a minimum:

a) Measures taken to ensure surface water flows are retained on-site during the construction phase(s), including temporary drainage systems, and, if surface water flows are to be discharged, they are done so at a restricted rate that must not exceed the equivalent greenfield runoff rate from the site.

b) Measures taken to prevent siltation and pollutants from the site entering any receiving groundwater and/or surface waters, including watercourses, with reference to published guidance.

The plan shall be implemented and thereafter managed and maintained in accordance with the approved plan for the duration of construction.

REASON: To ensure the development is served by satisfactory arrangements for the disposal of surface water during each construction phase(s) so it does not pose an undue surface water flood risk on-site or elsewhere during any construction phase in accordance with Paragraph 167 of the National Planning Policy Framework.

15. The occupation of the new build phase of development shall not be permitted until a site-specific Operation and Maintenance Manual for the lifetime of that phase of the development, pertaining to the surface water drainage system and prepared by a suitably competent person, has been submitted to and approved in writing by the Local Planning Authority. The details of the manual to be submitted for approval shall include, as a minimum:

a) A timetable for its implementation;

b) Details of the maintenance, operational and access requirement for all SuDS components and connecting drainage structures, including all watercourses and their ownership;

c) Pro-forma to allow the recording of each inspection and maintenance activity, as well as allowing any faults to be recorded and actions taken to rectify issues;

d) The arrangements for adoption by any public body or statutory undertaker, or any other arrangements to secure the operation of the sustainable drainage scheme in perpetuity; e) Details of financial management including arrangements for the

replacement of major components at the end of the manufacturer's recommended design life;

f) Details of whom to contact if pollution is seen in the system or if it is not working correctly; and

g) Means of access for maintenance and easements. Thereafter the drainage system shall be retained, managed, and maintained in accordance with the approved details.

REASON: To ensure that surface water flood risks from development to the future users of the land and neighbouring land are minimised, together with those risks to controlled waters, property, and ecological systems, and to ensure that the sustainable drainage system is subsequently maintained pursuant to the requirements of Paragraph 169 of the National Planning Policy Framework.

16. The occupation of the new build development phase shall not be permitted until a site-specific verification report for that phase, pertaining to the surface water sustainable drainage system, and prepared by a suitably competent person, has been submitted to and approved in writing by the Local Planning Authority. The verification report must, as a minimum, demonstrate that the surface water sustainable drainage system has been constructed in accordance with the approved drawing(s) (or detail any minor variations) and is fit for purpose. The report shall contain information and evidence, including photographs, of details and locations (including national grid references) of critical drainage infrastructure (including inlets, outlets, and control structures) and full as-built drawings. The scheme shall thereafter be maintained in perpetuity.

REASON: To ensure that surface water flood risks from development to the future users of the land and neighbouring land are minimised, together with those risks to controlled waters, property, and ecological systems, and to ensure that the development as constructed is compliant with the requirements of Paragraphs 167 and 169 of the National Planning Policy Framework.

17. Prior to the commencement of development of any phase (one phase being the new build dwelling development, the other phase being the dwelling conversion), a detailed site investigation for that phase shall be carried out in accordance with a written methodology, which shall first have been submitted to and approved in writing by the Local Planning Authority. If remediation measures are then considered necessary, a scheme for decontamination of that phase shall be submitted to, and approved by, the Local Planning Authority in writing and the approved scheme implemented prior to any development of that phase, and validation of the approved measures shall be submitted to, and approved by, the Local Planning Authority in writing on completion of the works. Any changes to the approved scheme must be approved in writing by the Local Planning Authority prior to any works being undertaken on that phase.

REASON: The development is for a sensitive end use and insufficient information has been submitted with the application as to the potential contamination risks of the site. The potential for contamination must therefore be addressed in order to safeguard the development in accordance.

18. No demolition, ground works, site / vegetation clearance or construction in respect of the Grade II Listed Farmhouse shall commence until the Local Planning Authority has been provided in writing with either:

- a licence issued by Natural England pursuant to Regulation 39 of the Conservation of Habitats and Species Regulations 2010 in respect of the likely

- harm to bats as a result of the demolition / development authorising the specified activity / development go ahead; or
- a statement in writing from the relevant licensing body to the effect that it does not consider that the specified development will require a licence.

REASON: In the interests of protecting wildlife and biodiversity and to comply with the provisions of the Wildlife & Countryside Act 1981 and Section 15 of the National Planning Policy Framework.

19. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 2015 (or any Order revoking, amending or re-enacting that Order), all garages hereby permitted shall be maintained as such and shall not be converted to or used as additional living accommodation that would preclude its ability to accommodate parked motor vehicles unless a further planning permission has first been granted in respect thereof.

REASON: To allow for the effective use of the parking areas in accordance with Policy DMG3 of the Ribble Valley Core Strategy.

20. The development hereby approved shall be implemented in full accordance with the Ecological Appraisal submitted with the planning application [Preliminary Ecology Appraisal, Envirotech, 7903, 1/9/2022] including all the mitigation measures set out in that report.

REASON: To ensure compliance with the Wildlife and Countryside Act 1981, Policy DME3 of the Ribble Valley Core Strategy and section 15 of the National Planning Policy Framework.

21. Prior to the first occupation of any dwelling hereby approved details of the provision of electric vehicle charging points within the boundary of the site shall have been submitted to and approved in writing by the local planning authority. These shall have been made available for use prior to the first occupation of the dwelling and thereafter retained as such.

REASON: To contribute towards sustainable transport objectives and the reduction of harmful vehicle emissions.

22. Prior to the commencement of development of any phase (one phase being the new build dwelling development, the other phase being the dwelling conversion) details of the existing and proposed ground, slab and finished floor levels shall be submitted to and approved in writing by the Local Planning Authority.

The ground, slab and finished floor levels shall be constructed and completed in accordance with the approved details.

REASON: To ensure that the development has a satisfactory visual impact on the streetscene, a satisfactory impact on neighbouring residential amenity and has a minimum risk of flooding.

23. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (England) Order 2015 (or any Order revoking and re-enacting that Order with or without modification), no fences, gates, walls, railings or other means of enclosure shall, at any time, be constructed/erected within the curtilage of any dwelling house forward of any wall of that dwelling house which fronts on to a highway without express planning permission first being obtained.

REASON: To safeguard the appearance of open plan development.

24. Prior to slab level being reached, details of the location and appearance of cycle storage area(s) shall be submitted to and approved in writing by the Local Planning Authority for those plots which do not have garages within their curtilage. The development shall be implemented in accordance with the approved details, prior to first occupation of any relevant part of the approved development and thereafter maintained and retained.

REASON: In the interests of the appearance of the site and locality and to promote sustainable transport as a travel option, encourage healthy communities and reduce carbon emissions.

25. The annexe (existing Dutch barn outbuilding) hereby approved shall only be used ancillary to the enjoyment of the approved dwelling (existing dairy building) and shall not be used by way of sale or sub-letting to form separate residential accommodation.

REASON: To avoid the creation of separate dwellings which require further consideration against relevant Local Plan policies.

26. Prior to slab level being reached for any new-build dwelling hereby approved, or in the case of the dairy building, prior to conversion works commencing, a scheme which identifies opportunities for biodiversity enhancement on site including (but not limited to):

- bat bricks and/or tubes within the new development
- bird boxes
- bat boxes
- Native tree and shrub planting
- Hedgerow planting
- Bolstering of existing hedgerows
- Creation of suitable sized gaps/corridors at ground level to encourage wildlife movement

shall be submitted to and approved in writing by the Local Planning Authority.

The approved details shall be implemented prior to occupation of the dwelling to which they relate or, if within public areas, at the same time as those areas are delivered. The agreed scheme shall be retained in perpetuity and the wildlife corridor shall thereafter remain free from obstructions which would preclude their use by wildlife.

27. Notwithstanding the details submitted, details of 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 in writing by the Local Planning Authority prior to slab level being reached for any dwelling hereby approved. The approved details shall be provided prior to first occupation of the dwelling to which they relate.

REASON: To ensure that the development has a satisfactory visual impact on the streetscene and a satisfactory impact on highway safety.

28. Prior to first occupation of the new build dwellings hereby approved, the noise mitigation measures set out in the supporting Noise Assessment submitted with the application [Martec Environmental Consultants Ltd, 12.4.2022] shall be implemented. The approved noise mitigation measures shall thereafter be retained and maintained.

REASON: To ensure there is no adverse effect on the health and quality of life of future occupants and to avoid an unacceptable impact on residential amenity by virtue of noise.

29. No works to the application buildings, including any clearance/demolition or preparation works shall take place until the applicant, or their agent or successors in title, has secured the implementation of a programme of archaeological building recording as set out in "Understanding Historic Buildings" (Historic England 2016). The recording should be to Level 3 for Crow Trees farmhouse, and Level 2 for the barn/dairy and other 19th century or earlier ancillary buildings. No record is required for the Dutch Barn. Wherever possible the recording of the farmhouse should also include observation and recording during opening-up and other investigative works to the building structure. This work must be carried out by an appropriately qualified and experienced professional contractor to the standards set out by the Chartered Institute for Archaeologists and in accordance with a written scheme of investigation, which shall first have been submitted to and agreed in writing by the Local Planning Authority. The development shall be carried out in accordance with the agreed details.

REASON: To ensure and safeguard the recording and inspection of matters of archaeological/historical importance associated with the buildings/site.

30. No new development, site clearance/preparation, or demolition shall commence until the applicant or their agent or successors in title has secured the implementation of a programme of archaeological work in accordance with a written scheme of investigation, which shall be submitted to, and approved in writing by, the local planning authority. The programme of works shall include an initial phase of field investigation to include trial trenching, as well as the compilation of a report on the work undertaken and the results obtained. These works should aim to establish the presence or absence of buried archaeological remains and their nature, date, extent and significance. If remains are encountered then a subsequent phase of impact mitigation (which may include preservation in situ by the appropriate design or siting of new roads, structures and buildings, formal excavation of remains or other actions) and a phase of appropriate analysis, reporting and publication shall be developed, and a further written scheme of investigation submitted to and agreed with the local planning authority before development commences. Copies of all reports should be deposited directly with the Lancashire Historic Environment Record. All archaeological works shall be undertaken by an appropriately qualified and experienced professional archaeological contractor and comply with the standards and guidance set out by the Chartered Institute for Archaeologists (CIfA). The development shall be carried out in accordance with the agreed details.

REASON: To ensure and safeguard the investigation and recording of matters of archaeological/historical importance associated with the development.

31. Prior to the first occupation of plot 1 of the new build element, the first floor window(s) in the north elevation(s) of plot 1 shall be:

- i) obscure glazed at a scale of 5 (where 1 is hardly obscured and 5 is totally obscured), and
- ii) non-opening unless the parts of the window which can be opened are more than 1.7 metres above the floor of the room in which the window is installed.

The window(s) (including any subsequent repaired or replacement window) shall be maintained and retained thereafter in accordance with this detail.

REASON: To safeguard the privacy of adjoining residents.

32. No tree felling, tree works or works to hedgerows shall take place during the optimum period for bird nesting (March to August inclusive) unless a report, undertaken by a suitably qualified person immediately prior to any clearance, has been submitted to and approved in writing by the Local Planning Authority, demonstrating that nesting / breeding birds have been shown to be absent.

REASON: To protect and prevent unnecessary disturbance of nesting birds in accordance with the provisions of the Wildlife and Countryside Act 1981 and section 15 of the National Planning Policy Framework.

33. No works to alter and extend the existing (Listed) curtilage building to the Farmhouse shall commence until the approved renovation works to the external elevations of the Farmhouse have been implemented in full.

REASON: To ensure that the public benefits identified to justify the assessed level of harm are delivered.

34. Prior to the commencement of the development hereby approved in respect of the Listed Farmhouse, details of the extent of new render to be applied to the elevations shall be submitted along with a specification for the render to be used (including mix ratio and finishing) together with a methodology for its application shall have been submitted to and approved in writing by the Local Planning Authority. Dependent on the extent of new render required and approved, there may also be a requirement to provide a sample panel on site to be inspected and approved in writing by the Local Planning Authority.

The development shall be carried out in accordance with the approved details.

After completion, only the approved details shall be subsequently used as a repair or replacement.

REASON: To preserve or enhance the architectural and historic character of the Listed Building.

INFORMATIVES/NOTES

1. Construction Management Plan.

- There must be no reversing into or from the live highway at any time – all vehicles entering the site must do so in a forward gear, and turn around in the site before exiting in a forward gear onto the operational public highway.
- There must be no storage of materials in the public highway at any time.
- There must be no standing or waiting of machinery or vehicles in the public highway at any time.
- Vehicles must only access the site using a designated vehicular access point.
- There must be no machinery operating over the highway at any time, this includes reference to loading/unloading operations – all of which must be managed within the confines of the site.
- A licence to erect hoardings adjacent to the highway (should they be proposed) may be required. If necessary this can be obtained via the County Council (as the Highway Authority) by contacting the Council by telephoning 01772 533433 or e-mailing lhsstreetworks@lancashire.gov.uk
- All references to public highway include footway, carriageway and verge

2. The grant of planning permission will require the applicant to enter into an appropriate legal agreement (Section 278 and Section 38), with Lancashire County Council as Highway Authority prior to the start of any development.

The applicant should be advised to contact the county council for further information by telephoning the Development Support Section on 0300 123 6780 or email developeras@lancashire.gov.uk, in the first instance to ascertain the details of such an agreement and the information to be provided, quoting the location, district and relevant planning application reference number. Please be aware that the demand to enter into section 278 agreements with Lancashire County Council as the highway authority is extremely high. Enquiries are being dealt with on a first come first served basis. As such all developers are advised to seek to enter into Section 278 agreements at a very early stage The grant of planning permission will require the applicant to enter into an appropriate legal agreement (Section 38), with Lancashire County Council as Highway Authority prior to the start of any development. The applicant should be advised to contact the county council for further information by telephoning the Development Support Section on 0300 123 6780 or email developeras@lancashire.gov.uk, in the first instance to ascertain the details of such an agreement and the information to be provided, quoting the location, district and relevant planning application reference number.

3. Relevant archaeological standards and a list of registered contractors can be found on the ClfA web pages: <http://www.archaeologists.net>. Contact details for other non-registered contractors can be found on the BAJR web site: <http://www.bajr.org>. "Understanding Historic Buildings" can be accessed online at <https://historicengland.org.uk/images-books/publications/understanding-historicbuildings/>.

4. Relevant archaeological standards and a list of registered contractors can be found on the ClfA web pages: <http://www.archaeologists.net>. Contact details for other non-registered contractors can be found on the BAJR web site: <http://www.bajr.org>

320 PLANNING ENFORCEMENT UPDATE

The Chief Executive submitted a report providing Committee with an update on planning enforcement.

Members were informed that the Council currently had 92 live planning enforcement matters, of which 37 had submitted planning applications awaiting decisions.

Between 20 June 2023 and 11 September 2023, the Council received 27 new complaints and 14 matters had been closed with no further action during this period.

Committee noted the contents of the report.

321 APPEALS (IF ANY)

Committee noted the contents of the Appeals report.

322 MINUTES OF WORKING GROUPS

There were no minutes from working groups.

323 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from representatives on outside bodies.

324 EXCLUSION OF PRESS AND PUBLIC

There were no items under this heading.

The meeting closed at 7.50 pm

If you have any queries on these minutes please contact the committee clerk, Jenny Martin jenny.martin@ribblevalley.gov.uk.

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Minutes of Sub-Committee of the Licensing Committee

Meeting Date: Friday, 22 September 2023, starting at 11.00 am
Present: Councillor I Brown (Chairman)

Councillors:

S Brunskill

R Newmark

In attendance: Solicitor

Also in attendance: Mrs G Sherratt (Applicant's legal representative), Mr S Taylor (Area Manager for the Applicant), Mr T Gregory (relevant representative), Mrs J Gregory (relevant representative), Mr R Veitch (relevant representative on behalf of Sawley Parish Council) and Mr P Rhodes (relevant representative)

325 WELCOME

326 APOLOGIES AND RE-CONSTITUTION OF THE COMMITTEE MEMBERSHIP

There were no apologies for absence received.

327 DECLARATIONS OF DISCLOSABLE PECUNIARY, OTHER REGISTRABLE AND NON REGISTRABLE INTERESTS

There were no declarations of disclosable pecuniary, or other registrable and non-registrable interests.

328 APPLICATION TO VARY PREMISES LICENCE - SPREAD EAGLE HOTEL SAWLEY

The Sub-Committee met to consider the application by Individual Inns 2 Limited to vary the premises licence in respect of the Spread Eagle Hotel, Sawley, Clitheroe BB7 4NH.

Prior to the Sub-Committee convening, a period of time was allowed for the applicant and the objectors to enter into discussions, in the hope that a mutual agreement could be put forward. Unfortunately, these discussions were not successful.

The Sub-Committee considered the contents of the report of the Head of Legal and Democratic Services and its appendices.

The Council's Solicitor introduced the premises licence application and the options available to Members.

The applicant's representative, Mrs Gill Sherratt, made verbal representations to the Sub-Committee. She provided background information as to the applicant and the premises before outlining that the variations sought were largely a housekeeping and modernising exercise to ensure that the licence remained fit for purpose.

New floor plans had been submitted for approval, and whilst there were no changes to the layout or the licensed area, it was felt that the new plans were more comprehensive.

A variation to the licence was sought to include late night refreshment from 11pm to 1am.

Ms Sherratt outlined the premise licence conditions that the applicant was seeking to alter. They were seeking for conditions one and fourteen to be removed as these were felt to be redundant. With regards to condition ten, it was submitted that it should be removed as the licence was not in place to regulate fireworks.

It was submitted that an update to condition nine (as per appendix D) was being sought to add more detail and to make it clearer to enforcement officers. It was noted that the Council's Environmental Health department were content with the proposed amendment.

It was argued that condition thirteen should be removed as it would prevent customers in the restaurant from taking an opened bottle of wine away with them if they had not finished it with their meal. It was further submitted that it would have a detrimental effect on weddings at the premises if guests could not have photographs/toasts with champagne at nearby scenic areas.

The Area Manager of the applicant, Simon Taylor, gave brief verbal representations, assuring the Sub-Committee that the applicant wanted the hotel to be a good employer and a good neighbour. He accepted that there had been a few issues in April 2023, but the staff had been very reactive to these. They had increased surveillance of the outside areas and continued to monitor the situation.

The applicant's representative responded to several questions raised by the Sub-Committee, particularly regarding CCTV at the premises, general security and safety concerns and offering clarification on various aspects of the application. She stated that a condition requiring retention and production of CCTV images would be acceptable, including coverage of the beer garden if not already in place.

The objectors, Mr and Mrs Gregory made verbal representations to the Sub-Committee. Mr Gregory outlined his concern as to the noise levels in the beer garden after 11pm. He felt that it was the hotel's responsibility to find an alternative point for people to smoke after this time and the beer garden should not be used after 11pm. His other main concern was in relation to hotel patrons congregating on the main road, particularly outside his house, whilst photographs were being taken nearby. He argued that it was a public nuisance and a safety issue which the hotel should be responsible for preventing.

Mrs Gregory reiterated the concerns raised by Mr Gregory in relation to the beer garden being used after 11pm and outlined the impact that it had on them in terms of noise.

Sawley Parish Councillor, Mr Veitch made brief verbal representations.

Mr Rhodes, although not a party to the proceedings, responded to a question by the sub-committee and outlined that whilst the hotel was an asset to the village, there had been occasions where he had to complain regarding excessive noise after 11pm. He acknowledged that the hotel staff had been responsive to his complaints but felt that noise outside between 11am – 1am was unacceptable.

Ms Sherratt responded arguing that the current licence allowed for patrons to go out into the beer garden between 11pm – 1am to smoke. The hotel could not stop people from going outside. It was submitted that the beer garden was an area that could be managed and monitored.

The Council's Solicitor reminded Members that any decision should be evidence based and should not be based upon speculation. He outlined that a licence could be reviewed in the event of a complaint, although this was normally the final stage in a

staged process. Furthermore, in the event of nuisance arising from licensable or non-licensable activity, powers were available to the Council's Environmental Health officer to take action under separate legislation.

Several further questions were raised by the Sub-Committee, and Councillor Brunskill mentioned the possibility of signage outside the premises advising patrons not to take drinks onto the highway. The Council's Solicitor advised that whilst this would not form a condition of the licence, it might be something that the applicant could carry out voluntarily – to which the applicant appeared to be receptive.

The Licensing Sub-Committee gave careful consideration to the representations made by all parties, both verbal and written. The Sub-Committee considered the requirements of the Licensing Act 2003, the licensing objectives, the relevant regulations and guidance under s.182 of the Licensing Act 2003, the relevant provisions of the Human Rights Act as set out in the Report and the Council's licensing policy.

Having considered all of the above the Sub-Committee resolved to grant the application to vary the licence as follows:

- The licensable activity of provision of late night refreshment be allowed from 23.00 hours until 01.00 hours each day save for New Year's Eve when the activity would be permitted from 23.00 hours to 05.00 hours.
- The licence include the amended premises plan included with the application.
- Conditions 1, 9, 10, 13, and 14 of annex 2 of the existing premises licence be removed.
- The following conditions be added to annex 2 of the licence
 - a) The premises will adopt a "Challenge 25" policy. This means that, if a customer purchasing alcohol appears to be under the age of 25 years, they will be asked for proof of their age, to prove that they are years or older. The only forms of identification that will be accepted will bear their photograph, date of birth and a holographic mark and/or ultraviolet feature. Examples of appropriate identification include a passport, photocard driving licence, military ID, and Home Office approved proof of age bearing the PASS hologram.
 - b) A CCTV system shall be in operation at the premises, including coverage of the beer garden at the south of the premises, and recorded images shall be retained for a minimum of 28 days. The data will be made available to the police and other responsible authorities upon reasonable request.
 - c) The external areas under the control of the licence holder shall not be used by customers consuming food or drink (alcoholic or otherwise) prior to 08.00 hours and after 23.00 hours to ensure that patrons do not cause nuisance to nearby neighbouring premises. The Premises Licence Holder shall ensure that compliance with this condition is monitored by persons employed at the premises on at least an hourly basis whilst the premises is in operation between the hours of 23.00 hours to 08.00 hours. Notices shall be displayed prominently at all exits to the premises to notify customers of this requirement.

- d) The Premises Licence Holder shall ensure that a policy is in place for the premises to prevent customers from taking any food or drinks outside the premises between 23.00 hours and 08.00 hours. This does not apply to food and drink being taken to be consumed away from the premises. Notices shall be displayed prominently at all exits to the premises informing customers of this policy.

The Sub-committee reached this decision because they did consider that the variation as granted and incorporating the additional conditions would promote and not undermine the licensing objectives.

329

EXCLUSION OF PRESS AND PUBLIC

There were no items under this heading.

The meeting closed at 12.20 pm

If you have any queries on these minutes please contact the committee clerk, Jenny Martin jenny.martin@ribblevalley.gov.uk.

Minutes of Accounts and Audit

Meeting Date: Wednesday, 27 September 2023, starting at 6.30 pm
Present: Councillor R Walsh (Chair)

Councillors:

T Austin	G McCrum
S Fletcher	L Street
J Hill	K Barnsley

In attendance: Chief Executive, Head of Financial Services, Internal Audit Manager, Internal Auditor, Sophia Iqbal and Georgia Jones (Grant Thornton).

330 APOLOGIES FOR ABSENCE

Apologies for absence were received for the meeting from Councillors M Graveston, S Hirst, C McFall, and R Newmark.

331 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 28 June 2023 were approved as a correct record and signed by the Chairman subject to the addition of apologies from Councillor L Street.

332 DECLARATIONS OF DISCLOSABLE PECUNIARY, OTHER REGISTRABLE AND NON REGISTRABLE INTERESTS

There were no declarations of disclosable pecuniary, other registrable or non-registrable interests.

333 PUBLIC PARTICIPATION

There was no public participation.

334 ANNUAL GOVERNANCE STATEMENT

The Director of Resources and Deputy Chief Executive provided members with the Annual Governance review for 2022/23 and sought Committee's approval of the resulting Annual Governance Statement.

Members were reminded that all councils were required to prepare an Annual Governance Statement each year in accordance with the "Delivering Good Governance in Local Government Framework" and to publish the extent to which they complied with their own Local Code of Corporate Governance. The code included how the Council had monitored the effectiveness of its governance arrangements in the previous financial year and detailed any planned changes in the coming period.

The report noted that:

- The Annual Governance Statement was a backward-looking review of how the Council had performed in relation to the principles set out at the beginning of the year in its own Local Code of Corporate Governance.
- In reviewing how the Council and its staff and members had acted over the period of the review, evidence had also been gathered to support the Report's conclusions.
- There had been four recommendations raised in the review which were detailed in the report.
- In May 2023 the Draft Annual Governance Statement had been published alongside the Council's Draft Statement of Accounts on the Council's website, which would be updated to reflect the approval of the audited Statement of Accounts and the approval of the Annual Governance Statement.

RESOLVED THAT COMMITTEE:

Approve the Annual Governance Statement 2022/23 as attached to the report.

335

AUDIT FINDINGS REPORT - GRANT THORNTON

Georgia Jones, Key Audit Partner submitted a report on behalf of Grant Thornton which outlined their audit findings and key matters arising from the audit of the Council's financial statements for the year ending 31 March 2023.

She reminded members that:

Under International Standards of Audit and the National Audit Office, Grant Thornton were required to report on whether the Council's financial statements gave a true and fair view of the Council's financial position and its income and expenditure for the year.

She informed Committee that:

- The audit had been prepared in line with the appropriate codes of practice.
- The audit had identified that adjustments to financial statements were required in relation to internal recharges. The Auditors were satisfied that the required adjustments had now been made, which had impacted gross income and expenditure, however there was no resulting impact on the net bottom-line figure. Prior period adjustments were also required to the accounts for 2021/22, which again had not impacted the net bottom-line figure. As a result, their work was still ongoing, and subject to completion of further testing, a final audit opinion would be issued.
- The Auditors were still undergoing work in relation to the Valuation of pension fund liability, and were awaiting Pension Fund Assurance, however no significant issues had been identified so far.
- Grant Thornton anticipated providing an unqualified opinion on the financial statements, subject to the outstanding matters being resolved, by the end of October 2023.

The Chairman thanked Grant Thornton for their work.

RESOLVED THAT COMMITTEE

Accepted the external auditors audit findings report for year ending 31 March 2023, with the understanding that the audit is still ongoing and a further report will be brought Committee.

LETTER OF REPRESENTATION

The Director of Resources and Deputy Chief Executive submitted a report which included the Letter of Representation for 2022/23 that Grant Thornton had required to be signed before they could sign off the accounts.

The letter set out assurances from the Council to Grant Thornton that relevant accounting standards had been complied with and gave further assurances that the Council had disclosed information, which if it was withheld, would undermine the accuracy and reliability of the Statement of Accounts.

RESOLVED THAT COMMITTEE

Approve the letter of representation to Grant Thornton for 2022/23.

APPROVAL OF AUDITED STATEMENT OF ACCOUNTS 2022/23

The Director of Resources and Deputy Chief Executive submitted a report asking Committee to formally approve the Statement of Accounts for 2022/23 subject to completion of the audit.

The Head of Financial Services reminded Members that their role in approving the Statement of Accounts, following the conclusion of the audit, was to demonstrate their ownership of the statements, their confidence in the Director of Resources and Deputy Chief Executive (Section 151 Officer) and the process by which accounting records were maintained and the statements prepared.

He reported that:

- The deadline for the publication of the draft accounts had been met and the Statement of Accounts (subject to Audit) had been made available on the Council's website on 2 June 2023.
- The final position showed that the Council had taken £242,000 from general fund balances during the year compared with the Revised Estimate of £537,000, and the original planned amount of £412,000, to fund 2022/23 spending plans.
- The Council had added £83,959 to earmarked reserves for revenue purposes, rather than the forecast of £649,476, and had taken £459,709 from earmarked reserves to fund the capital programme. The overall net movement was £375,750 taken from earmarked reserves.
- The Collection Fund showed an overall net surplus of £697k.
- A presentational adjustment had been needed to the accounts due to the previous inclusion of a number of recharges. This had been applied to the 2022/23 financial statements and had resulted in a prior period adjustment for the restating of the figures used in 2021/22.

The final outturn on the general fund revenue account was a deficit of £241,738 rather than the £537k deficit forecast at the revised estimate.

There was discussion at the meeting around the increased cost of External Audit which was explained to Members by Grant Thornton. The Head of Financial Services also confirmed that the Council does complete reasonableness checks against other authorities in relation to fees. The surplus position on the Pension Fund was also noted and it was explained that this was as a result of a number of reasons as noted in the accounts, including the triannual review which had been completed.

The Chairman thanked the Head of Financial Services and his staff for all their hard work in achieving the closedown of the accounts.

RESOLVED THAT COMMITTEE:

1. Approve the audited Statement of Accounts for 2022/23.
2. Delegate to the Director of Resources/Deputy Chief Executive in consultation with the Chairman, approval of any non-material amendments to the Statement of Accounts.

338

INTERNAL AUDIT PROGRESS REPORT 2023/24

The Director of Resources and Deputy Chief Executive submitted a report for information on progress against the 2023/24 Internal Audit Plan covering the period April 2023 to August 2023.

The report included the areas that had been a key focus, and the areas for which reviews were in progress, along with:

- An overview setting out the planned delivery for the 2023/24 Internal Audit Plan.
- A summary of internal audit recommendations that had been raised – 60 recommendations were due for implementation, of these, 50 were considered implemented, partially implemented, or superseded. Of the 10 still outstanding, 2 were originally considered high risk.
- There had been one referral made within the period which remained an open investigation.

339

REVIEW OF RISK MANAGEMENT POLICY

The Director of Resources & Deputy Chief Executive submitted a report to inform the Committee that the Risk Management Policy had been reviewed.

The document was reviewed annually, and following a full review, no required changes had been identified. The document was available on the Council's website.

340

REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from representatives on outside bodies.

341

EXCLUSION OF PRESS AND PUBLIC

There was no exclusion of press and public.

The meeting closed at 7.28 pm

If you have any queries on these minutes please contact the committee clerk, 01200 414408 rebecca.tait@ribblevalley.gov.uk.

Minutes of Economic Development

Meeting Date: Thursday, 28 September 2023, starting at 6.30 pm
Present: Councillor D Birtwhistle (Chair)

Councillors:

J Alcock	S Fletcher
S Atkinson	R Ray
R Corney	R Walsh
S Cowman	A Wilkins-Odudu
L Edge	G McCrum
R Elms	

In attendance: Director of Economic Development, Planning and Senior Economic Development Officer and Head of Strategic Planning and Housing.

Also in attendance: Councillor Lee Jameson

342 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 15 June 2023 were approved as a correct record and signed by the Chairman.

343 DECLARATIONS OF DISCLOSABLE PECUNIARY, OTHER REGISTRABLE AND NON REGISTRABLE INTERESTS

There were no declarations of disclosable pecuniary, other registrable or non-registrable interests.

344 PUBLIC PARTICIPATION

There was no public participation.

345 RIBBLE VALLEY ECONOMIC PLAN 2023 - 2026

The Director of Economic Development and Planning submitted a report presenting Committee with the Ribble Valley Economic Plan 2023 – 2026 and seeking approval to adopt the plan.

A report was submitted by the Director of Economic Development and Planning for Committee to consider the publication version of the Economic Plan for 2019 – 2022. The previous Economic Plan was adopted in September 2019 and covered the period 2019 to 2022. In June 2023, Members had approved that the Director of Economic Development consult on the plan for 2023 – 2026. A six-week public consultation period had been widely publicised and a summary of all responses and Officer comments were included in the report, along with the Councils responses in relation to the key themes.

The proposed Economic Plan for 2023 - 2026 was included in the report. The plan clearly set out the Council's objectives, and how it sought to meet these objectives via 5 priority action areas:

- people;

- places;
- business support and growth;
- connectivity; and
- tourism.

It was noted at the meeting that this was a high-level document, and further analysis would take place in order to form a plan to target specific actions/projects.

RESOLVED THAT COMMITTEE:

Approve the publication version of the Ribble Valley Economic Plan 2023 – 2026.

346

MEMBER REPRESENTATION ON RIBBLE VALLEY TOURISM ASSOCIATION

The Director of Economic Development and Planning submitted a report for Committee to consider an invitation from the Ribble Valley Tourism Association (RVTA) for an elected member to join their Executive Committee and make recommendations to Full Council.

The RVTA was a membership organisation for businesses involved with tourism and the visitor economy in the Borough. The association provided a forum for discussion and debate and held meetings to which members were invited to attend, along with a number of membership activities which were detailed in the report.

The RVTA worked closely with the Council on tourism, promotional and development activities. In order to facilitate joint working with the Council, the RVTA formerly included an elected member on their Executive Committee. However, since the pandemic, when meetings were suspended, the position was vacant.

Committee were asked to nominate a member of the Committee to join the RVTA Executive Committee and recommend the appointment of that member to the RVTA as an outside body to Council.

***RESOLVED THAT COMMITTEE:

Nominate Councillor J Alcock as the representative for the Ribble Valley Tourism Association Executive Committee and recommend to Full Council the appointment of that member to the RVTA as an outside body.

347

RIBBLE VALLEY TASTE FEST & CLITHEROE FOOD FESTIVAL

The Director of Economic Development and Planning submitted a report to provide Committee with an update on the Clitheroe Food Festival 2023 and seeking approval to hold the event again in summer 2024.

Ribble Valley Taste Fest had been held between 5 and 11 August 2023, followed by a one-day food festival on 12 August 2023. The Taste Fest featured a series of themed 'walks with taste' incorporating cheese-making demonstrations, brewery tours and gin-tasting sessions at farms and food venues throughout the Borough. Thirteen businesses had engaged in the Taste Fest resulting in a total of 23 individual events. A summary of conclusions and the full list of events were included in the report.

Over 100 businesses and organisations had attended Clitheroe Food Festival on 12 August 2023, and all available stalls had sold out along with a number of sponsorship packages. A record number of crowds attended throughout the day and the town was

particularly busy during a fly over by the Red Arrows. The increase in visitor numbers was thought to be down to extra promotion of the event and a breakdown of the statistics along with the positive feedback received from festival goers was included in the report.

Given the success of the events there was an appetite from businesses, residents and visitors to hold the event again in 2024. The costs associated with the Festival and implications were noted for Committee to consider.

Members of the Committee commended the Director of Economic Development and Planning, and her team, for a successful 2023 event and commented on the elements that had worked well. Members supported both the Taste Fest and Food Festival for 2024 and hoped that the Taste Fest would appeal to a wider range of businesses now that it had been established. A number of businesses had already registered their interest in participating in 2024.

RESOLVED THAT COMMITTEE:

1. Agree to hold:
 - The Ribble Valley Taste Fest from Monday 5 August to Friday 9 August 2024
 - The Clitheroe Food Festival on Saturday 10 August 2024; and
2. Delegate authority to the Director of Economic Development and Planning to organize and deliver both events in 2024, including authorising necessary expenditure.

348

CHANGE TO CLIMATE CHANGE WORKING GROUP

The Chief Executive submitted a report for Committee to approve a change to the membership of the Climate Change Working Group for the municipal year 2023/2024.

Committee had approved the allocation of seats on the Climate Change Working Group for 2023/24 on 15 June 2023, however, following the meeting Green representative Councillor M Peplow was replaced on the Economic Development Committee by Green representative Councillor G McCrum. It was therefore necessary to change the Green representative on the working group.

It was requested at the meeting that 2 further Committee Members be added to include the Chairman of the Committee, and a Conservative representative.

RESOLVED THAT COMMITTEE:

Approve the revised membership of the Climate Change Working Group to reflect the change of the Green party representative, with the addition of two further representatives, with the revised membership as follows:

Climate Change Working Group – Councillors S Atkinson, L Edge, A Wilkins-Odudu, S Fletcher, G McCrum, D Birtwhistle, and J Alcock.

349

CLIMATE CHANGE

The Director of Community Services submitted a report providing Committee with a position statement regarding the Council's Carbon Emissions and suggesting priority

areas of work and terms of reference for the Climate Change Working Group. The report was accompanied by a presentation to the Committee.

The Climate Change Act 2008 had set out emission reduction targets that the UK should comply with. In May 2019 the UK Parliament had declared a 'Climate Change Emergency' and in December 2020, it was declared that the UK would set targets of 68% reduction in emissions by the year 2030, and 100% by 2050, to become the first major economy to reach 'net zero' target.

In September 2021 the Council adopted the RVBC Climate Change Strategy 2021-2030, under which the Council's ambition was to become carbon neutral by 2030. The Council measured its Carbon Emissions annually through One Carbon World (OCW) and a detailed summary was included in the report. It was the role of the Climate Change Working Group to review the Climate Change Strategy in agreement with the Economic Development Committee and to ensure that the action plan was implemented effectively.

Many schemes to further reduce the Council's Carbon Emissions had been agreed and the report summarised the following proposed areas of work for the working group:

- Overseeing the refresh of the Climate Change Strategy and action plan based on the 2023 Peoples Survey and recommendations from the OCW report
- The installation of solar panels at Council Offices
- The installation of Electric Vehicle Chargers on rural car parks and at Longridge and Edisford
- The feasibility of rolling out Hydrotreated Vegetable Oil (HVO) to all refuse vehicles
- Upgrading all Council Office lighting to LED
- Launching a recycling campaign
- Launching a 'Good Housekeeping' initiative for staff to reduce energy and waste.

The suggested terms of reference were included in the report.

Committee discussed the strategy at length, and it was felt that whilst the proposed areas of work were important, Members also wanted to ensure that wider issues and the goals of the Borough and its residents were also considered. It was suggested that if the Working Group tried to achieve too much at once they may not fully complete projects, and that the group should focus on what they can do and not what they wish to do. Members noted case studies from other Councils and asked for similar 'outside the box' thinking. It was noted that a balance should be sought taking the economy of Borough into account when considering the strategy for Climate Change.

RESOLVED THAT COMMITTEE:

1. Committee consider the information as noted in the report and the accompanying presentation; and
2. Approve the establishment of the Climate Change Working Group and the adoption of the Terms of Reference (ToR) as noted in the report.
3. That the Committee ask the Working Group to ensure that in reviewing and agreeing the priorities of the proposed 2-stage process that the Working Group ensure that:
 - Objectives are realistic and within the remit of RVBC responsibilities and budgetary controls; and
 - That the Working Group work towards developing and enhancing the economy of the Council and ultimately its business sector.

350

RIBBLE VALLEY ECONOMIC PLAN 2019-2022 UPDATE

The Director of Economic Development and Planning submitted a report for information providing an update on projects delivered on the Economic Plan 2019-2022.

The Plan, which was included in the report, had been adopted in September 2019 and covered the period 2019 – 2022. The report included an update on the projects which had been identified under the 5 key actions areas; People, Place, Business Support, Connectivity, and Tourism. It was important to note that during the period of the pandemic the Council's priorities had changed and therefore focus and resources had shifted to ensure multiple rounds of grant support was provided directly to businesses, as opposed to the actions within the Economic Plan.

351

REVENUE OUTTURN 2022/23

The Director of Resources and Deputy Chief Executive submitted a report for information on the outturn for the financial year 2022/23 on the revenue budget for this committee.

Following a number of variations in both income and expenditure during the year, there was an overall underspend of -£27,897 on the net cost of services, including after transfers to and from earmarked reserves.

352

REVENUE MONITORING 2023/24

The Director of Resources and Deputy Chief Executive submitted a report for information on the position of the 2023/24 revenue budget for this Committee for the period April to August 2023.

The comparison between actual and budgeted expenditure showed an overspend of £10,119 for the first five months of the financial year 2023/24.

353 CAPITAL MONITORING 2023/24

The Director of Resources and Deputy Chief Executive submitted a report for information on the progress on this Committee's 2023/24 capital programme for the period to the end of August 2023.

There had been no spend or commitments made against the capital programme budget. The position of the one capital scheme budget was that it was unlikely to be spent by financial year-end.

354 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from representatives on outside bodies.

355 EXCLUSION OF PRESS AND PUBLIC

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

356 CLITHEROE TO HELLIFIELD RAIL PROJECT

The Director of Economic Development and Planning submitted a report for information updating Committee on the Rail Feasibility Work which had been ongoing with LCC and Northern Rail.

A key rail priority for Ribble Valley and Lancashire was the reinstatement of passenger services between Clitheroe and Hellifield, which had closed in 1962. This would close an east-west 'connectivity gap' and provide improved sustainable linkages between Greater Manchester, Lancashire, North Yorkshire and West Yorkshire.

In March 2020 the Council applied to the Department of Transport's (DfT) Restoring your Railways Fund, however, in June 2022 the Minister for Transport confirmed that the application would not be further progressed, as noted in the report. The Council had continued to explore options and using part of the Councils 2022/23 UKSPF allocation, a feasibility study had been conducted by Northern Trains, the findings of which were included in the report.

In August 2023, both the Leader of the Council and the Director of Economic Development and Planning had met the Minister for Transport (Rail and HS2), at Hellifield Station, along with Lord Alton, representatives from LCC, Northern Rail, North Yorkshire, and Mr Nigel Evans MP. The Councils aspirations and work to date were discussed and Members were informed of the next steps which had been agreed.

Members of the Committee thanked the Director of Economic Development and her team for their ongoing work on the project, and commended Lord Alton for his contribution. It was important to note that the Council were unable to make the decision on such a project as they were not the transport authority, however, Members were keen to keep pushing the project forward in any way possible.

The meeting closed at 7.45 pm

If you have any queries on these minutes please contact the committee clerk,
Rebecca Tait 01200 414408 olwen.heap@ribblevalley.gov.uk.

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This Council Notes

1. The Living Wage is set by the Living Wage Foundation currently calculated to £10.90 per hour (Outside of London).
2. The National Living Wage, a separate concept, which is set by the Government, is the top age band of the National Minimum Wage Structure and is currently set at £10.42 per hour.
3. The Ribble Valley Pay Policy Statement currently sets the pay of its lowest paid workers at National Living Wage rates as opposed to Living Wage Foundation Rates.
4. Across the country there are 12,500 recognised Living Wage employers; 1250 of which are in the North West, including neighbouring Borough Councils such as Rossendale, South Ribble, Bury and Burnley Boroughs. Several Town Councils are recognised as well as Lancashire County Council and the office of the Lancashire Police and Crime Commissioner.
5. *“The basic intuition behind the Living Wage is a simple one: to determine the wage rate necessary to ensure that households earn enough to reach a minimum acceptable living standard as defined by the public.”* (Cominetti & Murphy, Resolution Foundation, 2022)

This Council Believes

1. The Living Wage as set by the Living Wage Foundation is the truest reflection of a wage which is necessary to meet the cost of living.
2. The Living Wage is the most accurate calculation of wages in balance with the cost of living, enabling food, energy and accommodation security.
3. Low pay is now becoming an existential crisis for local government: to continue delivering services for the public, local authorities need workers to deliver those services. But with pay continuing to fall in real terms, local authorities are struggling to recruit and retain staff.
4. The mark of a responsible employer is to pay its staff a wage they can live on.

This Council Resolves

1. To adopt the Living Wage Policy for the lowest paid members of Council Staff both full time and part time aged 18+
2. To make appropriate steps to become accredited by the Living Wage Foundation as a Living Wage Employer.

Sources:

For the real cost of living. (n.d.). Living Wage Foundation. Retrieved June 3, 2023, from <https://www.livingwage.org.uk/>

Low Pay Commission. (2022b). Minimum wage rates for 2023. *GOV.UK*.
<https://www.gov.uk/government/publications/minimum-wage-rates-for-2023>

N Cominetti & L Murphy , *Calculating the Real Living Wage for London and the rest of the UK: 2022*, Resolution Foundation, September 2022. Online: Available at [Calculating-the-real-living-wage-2022.pdf \(resolutionfoundation.org\)](https://www.resolutionfoundation.org/publications/Calculating-the-real-living-wage-2022.pdf)

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MOTION: Martholme Greenway

To Ribble Valley Borough Council | 28 September 2023

Proposer Councillor Peplow, Seconder Councillor McCrum

BACKGROUND

The Martholme Greenway runs along the track-bed of a former railway line to the south of the villages of Read and Simonstone and has the potential to connect to the existing Padiham Greenway that continues to Burnley to the East and to cross the Martholme Viaduct and continue all the way to Great Harwood to the Southwest.

Ribble Valley residents view access to nature as one of the most important issues of making somewhere a good place to live and the level of traffic as one of the issues that most needs improving (source - Ribble Valley Citizens' Panel and 2018 Perception Survey).

A future active travel route along the Martholme Greenway would meet four out five of this Council's Ambitions set out in its Corporate Strategy 2019-23. How many other projects reach this many Ambitions on our Strategy?

1 – efficient services based on identified customers needs. How much more efficient can we be than to enable the future possibility of an active travel route that would encourage people to leave their cars at home, reduce traffic on our roads and create a wildlife corridor that is safe for everyone to access without the Council having to spend a penny of our Council Taxpayers' money? All this Council needs to do is to keep the possibility of this Greenway open for future generations to enjoy.

2 – to sustain a strong and prosperous Ribble Valley. An active travel route that passes over the iconic landmark of Martholme Viaduct and through our beautiful countryside will bring more people into our Borough and increase its prosperity.

3 – to help make people’s lives safer and healthier. Ribble Valley Residents will be able to travel safely at extremely low cost to Padiham or Burnley to the East or Great Harwood to the West while exercising and maintaining good health.

4 – to protect and enhance the existing environmental quality of our area. Martholme Greenway would enable residents to travel carbon-free and emission-free, giving us cleaner air and adding to our other efforts to reduce climate change. Former railway lines provide excellent wildlife corridors and help nature to thrive.

RESOLVED:

(a) this Council recognises and applauds the work of the Martholme Greenway group and its volunteers for the work they undertake in maintaining and improving the footpath on both sides of the Martholme Viaduct and over the Viaduct itself.

(b) to support route of the Martholme Greenway and the aspiration for the former railway line to be reopened as an active travel corridor to connect Great Harwood and Padiham.

(c) to publicise on Ribble Valley Borough Council’s website, Lancashire County Council’s Local Cycling and Walking Infrastructure Plans Engagement Stage 2 consultation which is open to public comments until 24 October 2023.

(d) that the Chief Executive writes to Lancashire County Council before the LCWIP consultation process closes on 24 October 2023 to confirm Ribble Valley Borough Council's support for the re-opening of the Martholme Viaduct and completion of the Martholme Greenway (subject to the availability of future external funding and the reasonable accommodation of affected land owners' concerns) to connect with Sustrans Route 685 (part of the National Cycling Network known as The Padiham Greenway) to the East and Great Harwood to the Southwest.

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